



## **FICSA Council**

**69<sup>th</sup> Session**

**International Civil Aviation Organization**

**Montreal, 25 to 29 January 2016**

**\*\*\* REVISION \*\*\***

# **REPORT OF THE 69<sup>TH</sup> SESSION OF THE FICSA COUNCIL**



**FEDERATION OF INTERNATIONAL CIVIL SERVANTS' ASSOCIATIONS**

**FEDERATION DES ASSOCIATIONS DE FONCTIONNAIRES INTERNATIONAUX**

**Geneva, 30 March 2016**

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**Report of the 69<sup>th</sup> session of the FICSA Council  
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**Opening of the session (Agenda item 1)**

1. Mr. Gaston Jordan, President of the ICAO Staff Association, welcomed the participants on behalf of the Staff Association and the staff of ICAO at large. The Staff Association attached particular importance to the meeting as it marked its return to the ranks of the Federation after an absence of ten years. He looked forward to a productive meeting, the start of which had been disrupted somewhat by the weather that had prevented the timely arrival of certain key speakers. None the less, he was hopeful that Council would achieve its objective and lay down a clear programme for the year ahead.
2. He then introduced Dr. Fang Liu, the Secretary-General of ICAO, who was accompanied by Mr. Vincent Smith, Director of Administration and Services. After a career in the upper echelons of the Chinese civil service, Dr. Fang Liu had joined ICAO and served two terms as Director of Administration and Services, prior to being elected Secretary-General of ICAO in 2015.
3. Dr. Fang Liu bade the participants welcome. She hoped that despite it being one of the coldest periods of the year, the welcome and support extended by ICAO would make the participants' stay in Montreal both warm and memorable.
4. She stressed that ICAO attached great importance to the perspectives of its staff and moving forward in partnership with them to ensure success in achieving the mandate and strategic objectives of the Organisation.
5. For the past seven decades, ICAO had served as the global forum where states agreed on standards and recommended practices (SARPs) that had permitted humanity to realise one of its most significant and increasingly essential world wide networks: the international air transport system. Over 12,000 such SARPs made for the safe, secure and efficient operation of over 100,000 commercial flights each day. Those flights carried 3 billion people and 3 per cent of the world's goods in terms of value each year, contributing 3.5 per cent to global GDP and supporting 58 million jobs. Dr. Fang Liu encouraged those interested to visit the public website to see the extent of the Organization's activities, extending from aviation safety and navigation capacity to the economic development of air transport, as well as such initiatives as *No Country Left Behind* and the role of aviation in promoting the sustainable development goals of the United Nations and *Agenda 2030*.
6. As a specialized agency, ICAO adhered to the statutes of the International Civil Service Commission (ICSC) and the common approach to conditions of service. It participated actively in the decision-making processes in the Human Resources (HR) Network, the ICSC, the Chief Executives Board (CEB) and the High-Level Committee on Management (HLCM). Dr. Fang Liu reaffirmed that the ICAO staff were the Organization's most valuable asset and essential to everything it did. Thus, any issues relating to conditions of service ranked very high on the

Organisation's list of priorities. To her mind, staff relations and partnerships were of paramount importance to truly effective organizational management.

7. Since taking up office, Dr. Fang Liu had set about transforming the working environment into one of increased fairness and transparency that fostered greater opportunities for growth and development for all staff members. In all matters related to human resources management, the voice of the staff association was critical to achieving practical and robust policy outcomes.

8. She met regularly with the President and Executive Committee of the staff association in a common search for staff policy decisions that supported the expectation of the governing bodies, senior management and the staff in both categories on whom the Organization relied.

9. The outcome of the three-year review of the compensation package for staff in the Professional and higher categories was uppermost in everybody's minds. The next step would be the examination of the findings and the introduction of the necessary amendments to the staff rules and regulations. That called for internal consultations with all parties, including the Staff Association. On certain aspects, such as the mandatory age of separation, the approval of the Governing Council of ICAO would have to be sought. ICAO staff would be kept fully apprised of all developments related to those decisions and their implementation dates.

10. In closing, Dr. Fang Lui spoke of the esteem in which FICSA was held in ICAO. Its critical role and valuable participation in high-level inter-agency meetings was greatly appreciated. For its part, ICAO would continue to ensure collaborative progress on all matters regarding conditions of service and resource management issues. That would be undertaken in close cooperation with the ICAO Staff Association and, through it, with FICSA at the inter-agency level. She wished the Council a very productive and engaging session.

11. Mr. Diab El-Tabari, President of FICSA, thanked the Secretary-General of ICAO for her kind words and formally opened the 69<sup>th</sup> session of the Federation's Council.

12. He thanked ICAO most sincerely for its kind invitation and agreement to host the Council. He expressed his thanks to all those ICAO staff members who had contributed to the preparations for and the organization of the current session. He also expressed his thanks to the regional representatives, the members of the executive committee and others who had contributed to the drafting of the programme for the current session. He paid tribute to the professionalism and efficiency of the FICSA secretariat in coordinating all the logistical arrangements.

13. With a sense of sadness, the President asked the participants to stand and observe a minute's silence in honour of those staff members who had passed away or lost their lives in the service of the United Nations over the past year. He expressed his sincere condolences to their families.

14. In closing, Mr. El-Tabari drew attention to the lengthy agenda. He was confident, however, that Council would rise to the occasion and complete its task in an effective and disciplined manner.

## *Presentations*

15. At a later stage in the morning, a video-presentation was given by Mr. Hyung Hak Nam of UN-GLOBE. In the afternoon, Mr. Wolfgang Stoeckl, Vice-Chair of the ICSC, delivered an address on behalf of Mr. Kingston Rhodes, Chairman of the ICSC, whose flight had been cancelled in the wake of the snowstorms on the eastern seaboard. Mr. Stoeckl was accompanied by Mr. Yuri Orlov, Chief of the Salaries and Allowances Division of the ICSC Secretariat, and Mr. Ibrahim-Yorie Yansaneh, Chief of the Cost-of-Living Division.

## **UN-GLOBE**

16. Speaking from New York via a video link, Mr. Hyung Hak Nam focused on three issues of cardinal importance to lesbian, gay, bisexual, transsexual and intersexual (LGBTI) staff members: family status in retirement; mobility; and parental leave.

17. In respect of the first issue, the crux of the problem lay in the fact that whereas an ever-growing number of organizations and agencies recognized same-sex marriages and other forms of civil union, that recognition was no longer valid upon retirement as the United Nations Joint Staff Pension Fund (UNJSPF) did not accept the definition. It was basically a question of getting the Pension Fund to apply the same standards as the employers.

18. In respect of the second issue, staff members found themselves being required to move from one duty station to the next every few years. For LGBTI staff members, that posed additional problems as they might find themselves posted to duty stations in countries that criminalized homosexuality or lacked HIV-treatment facilities. UN-GLOBE was pressing for a more flexible approach to mobility.

19. In respect of the third issue, organizations currently granted mothers four months' parental leave and fathers a mere month. It would be more equitable, were the issue to be seen in terms of parental responsibility towards the child rather than in terms of traditional gender roles. Furthermore, surrogacy was not provided for under the current terms for parental leave.

20. In thanking Mr. Hyung Hak Nam for his presentation, UNAIDS pointed out that the concerns of LGBTI staff members hinged on the reaffirmation of equal rights and equal access to the same rights as all other staff members.

## **International Civil Service Commission (ICSC)**

21. After being introduced by the Chair, Mr. Stoeckl read the speech that Mr. Rhodes would have delivered.

22. Mr. Rhodes thanked FICSA for its kind invitation to participate in the sixty-ninth FICSA Council meeting. He stressed the importance that the Commission had always placed on a constructive working relationship with FICSA and the other staff representative bodies. The Federation's active participation in joint working groups of the Commission, such as those on the review of the compensation package, was a valuable contribution to the outcome of the review. As advocates for staff around the world, the work of FICSA was important for the

accomplishment of common goals: the efficient and effective delivery of the mandates of Member States.

23. The Commission had completed its review of the United Nations common system compensation package for staff in the Professional and higher categories. Those who had participated in the working groups would recall the intense discussions and in-depth technical analysis of issues that had taken place along the way, not to mention the numerous consultations on the margins that had enabled the Commission to arrive at its recommendations. It had been a process that required compromise on all sides and one in which the parties had listened to and heard each other. In its deliberations, the General Assembly also considered the staff representatives' views and concerns, which were reflected in its decisions. The outcome was a revised compensation package that would serve the long-term interest of the common system organizations and their staff.

24. The results of past reviews had not been quite so far-reaching as those of the review just completed. The Commission had reviewed expatriate pay compensation in all its aspects, assessed the rationale and purpose of every element in the package and then recalibrated them, as needed, to build a holistic package that was fit for purpose. The review had gone beyond individual compensation elements per se, but had also considered other implications related to the conditions of service, such as the total rewards concept. It had further assessed and flagged the possible impact on other related areas such as pensions and staff assessment.

25. A major accomplishment of the review was the replacement of the dual salary scale by a unified single rate salary scale: a scale that compensated staff for the work performed rather than relating it to dependency status.

26. Everyone knew from the outset that ultimately no outcome would satisfy all parties. After all, the Commission's interlocutors all had their different and distinct roles to play. The Commission had thus looked ahead to ensure that for staff who might experience losses, transitional arrangements were put in place.

27. The new compensation package had yielded substantial structural improvements, not only with regard to the unified scale structure, but also to a more streamlined social package with the revamped education grant scheme, the revised field package, the introduction of recruitment bonuses and several significant changes in the post adjustment system. Those changes met most of the objectives of the review and also addressed the issues of competitiveness, simplification, streamlining and cohesiveness and sustainability in a comprehensive and balanced manner.

28. The review of the compensation package for the Professional staff was currently the Commission's central agenda item. Assisted by its three working groups, the Commission had taken a holistic look at the existing compensation system. Having explored alternative ways and practices of compensating an expatriate workforce, it had found such approaches could not apply to the common system as they would tie the compensation package to either the employees' home countries or the country to which they were assigned. Given the diversity among staff and the wide variation in the nature and location of assignments, the Commission had decided that the current globalist approach based on the Noblemaire principle was still best



suited to Professional-level staff in an international civil service. In the course of its comprehensive review, the Commission sought to create a compensation system that would be ‘fit-for-purpose, streamlined, transparent and cost-effective’. It would promote excellence, recognize performance and be both sustainable and predictable, thus allowing for the employment of the optimal combination of talent, competence and diversity.

29. Furthermore, the review process had been – and would remain – fully inclusive. Any future fine-tuning would doubtless continue to benefit from the views of the organizations and the staff, thus making it an ongoing process.

30. The eighty-second session of the Commission was to take place in New York from 7 to 18 March 2016. In 2013, the Commission had decided that the review of the compensation package would commence with the Professional staff and then expand to include the National Professional Officers (NPOs), General Services (GS) and other related categories. The Commission would launch the review and start by taking stock of the existing compensation systems for all locally recruited categories, as well as the Field Service category. The way people worked in the modern world with its technological innovations was far different from the way work had been performed 20 years earlier. The common system had not escaped the impact of new ways of working and had endeavoured to keep abreast of new developments and best practices. It was thus considered high time to review the use of the various categories of staff in the common system. That item would be a major topic of discussion in the coming sessions of the Commission with the aim of eliciting from the organizations their experiences as well as possible changes they could foresee in light of their current mandates, a major example being the new Sustainable Development Goals.

31. The Commission would also consider an update by its secretariat on the development of a comprehensive communication strategy regarding the new compensation package. The staff representatives as well as the organizations would have an important role to play in communicating to staff at large the changes in the compensation package. In that connection, the ICSC counted on the support of FICSA and trusted all could work constructively together to ensure that the messages were clear and concise.

32. At its summer session, the Commission would revert to the Framework for Human Resources Management that had been discussed in 2014, but postponed pending the completion of the review of the compensation package. The Working Group, with the active participation of FICSA, had already made good progress in updating the current framework. However, with the review of the compensation package completed, there was a need to look at the outcomes of the compensation review which might be linked to some aspects of the framework.

33. In closing, Mr. Rhodes assured Council that the members of the Commission looked forward to continue working with the staff representatives in a cooperative relationship - in an atmosphere of mutual trust, a shared perspective and open communication. He wished FICSA a successful outcome to its meeting.

34. In a question-and-answer session immediately thereafter, the ICSC Vice-Chair and his colleagues responded to issues raised by FICSA member associations/unions.

35. IAEA asked whether the purpose and main objective of the review of the compensation package for the GS category could be defined. The ICSC Vice-Chair replied that he could not provide an answer to the question as the ICSC would be taking those issues up at its session in March 2016.

36. UNGSC asked whether the review of the compensation package for GS staff would be linked to the periodic review of the salary survey methodologies. If that were the case, was it possible to determine the extent to which the process would differ from the review of the methodologies. The ICSC Vice-Chair replied that the process would start with a review of the categories and the review of the compensation package would be taken up at a later stage.

37. IMO asked whether the establishment of working groups was envisaged in connection with the review of the compensation package for NPOs and GS staff. If that were the case, could an indication be given of the number of working groups, their terms of reference and the timeline. The ICSC Vice-Chair replied that the issue would be taken up at the upcoming session of the Commission. Since input would be sought from all parties involved, the creation of a number of working groups would be inevitable.

38. WHO/HQ asked about the meaning of the term ‘GS-locally recruited’. Mr. Stoeckl replied that internationally recruited GS staff were still found in the system. Locally-recruited staff was a term referring to staff who were not required to move from one duty station to another.

39. FAO/WFP-UGSS observed that some organizations were moving away from policies that were within the purview of the ICSC. Organizations could be seen to be currently recruiting for GS positions globally (instead of ‘from within commuting distance’) or eliminating the language allowance. If such behaviour persisted, it would undoubtedly jeopardize the very existence of the common system and increase the possibility of there being differences between organizations, even within one and the same duty station.

40. The ICSC Vice- Chairman explained that practices among organizations did indeed differ. He cited a number of examples. In New York, for example, UNICEF only hired green card holders, i.e. persons available on the local labour market, whereas the United Nations hired anybody who ‘showed up’ in New York and subsequently obtained a G-4 visa on their behalf. Furthermore, in Rome, all EU-nationals could be hired. On the other hand, regional offices invariably restricted their intake to people from the host country or the region. As for the language allowance, it had been retained in the previous review.

41. OPCW asked the ICSC Vice-Chair about his perception of the role of the Commission in harmonizing conditions of service for GS staff within the common system. He replied that GS conditions of service were ‘pretty harmonized’ and cited the step structure and classification standards as examples of harmonization. This was still very much a basic principle.

42. IAEA cited two excerpts from the mandate of the ICSC. The first read ‘*the common system was intended to prevent competition among the organizations in staff recruitment and to facilitate the exchange of staff*’; the second read ‘*equity/balance: morale can be jeopardised when staff working side by side had different conditions of service – a uniform approach lessens such*

*dissatisfaction*'. In that context, the justification for applying two salary scales for the same category of staff in one and the same duty station was questioned. In his reply, the ICSC Vice-Chair pointed out that things could work both ways. In the event of a negative outcome of a salary survey it was questionable whether incumbent staff would accept that all salaries be reduced. At present, by virtue of their acquired rights, incumbent staff would be exempt from reductions, whereas newcomers joining after the introduction of the new salary scale would receive less.

43. FAO/WFP-UGSS pointed out that the complexities of the situation were compounded by the fact that in FAO, for example, GS staff and NPOs in the field enjoyed no representation. FAO had failed to reach an agreement with any other body on the issue. Mr. Stoeckl commented that the Commission was not the body to deal with such an issue. It was the first time he had heard of the field staff not being represented. He had never considered it an issue.

44. AP-in-FAO pointed out that in the review of the compensation package for Professional and higher categories, entitlements had, indeed, been reduced for incumbent staff: for example, in respect of accelerated home leave, rest and recuperation (R & R) travel.

45. WMO asked about the ever-increasing use of consultants and interns. In his reply, the ICSC Vice-Chair conceded that the growing number of non-staff was a matter of major concern; in many instances, non-staff outnumbered staff. For its part, the ICSC could not propose conditions of service for non-staff. However, the 'elephant in the room' could not be ignored when considering the tasks to be performed by GS staff and NPOs that could perhaps be undertaken more effectively by non-staff. It was to be noted that UNOPS with a complement of non-staff in the order of 90 per cent was currently cutting back on its use of such resources.

46. At a later stage in the session, IAEA pointed out that pursuant to ILO Recommendation 198 on the employment relationship, work required an employee-employer contract. The use of non-staff invariably ran counter to that requirement. Mr. Stoeckl pointed out that ILO recommendations did not apply to international civil servants.

47. The FICSA President wondered what the ICSC could do to make organizations and agencies observe the rules. He was sure that they could not simply pick and choose what they wished to implement. Mr. Stoeckl pointed out that if all staff members were assigned to regular positions, it would bankrupt the system. The current situation was a reflection of what was happening in national civil services across the globe. What was really needed were fair and social working conditions for all.

48. FUNSA Ghana enquired whether: (i) the allowances that were no longer frozen would be adjusted for the period in which they had been frozen; and (ii) the review process for the NPOs and GS staff would be just as long as the review process for Professional and higher category staff.

49. In his reply, the ICSC Vice-Chair pointed out that an allowance frozen in the past could not be adjusted retroactively. It was not customary to work on things retroactively. The post adjustment for Professional staff in New York had been frozen as of 2013. The reason for having

applied the freeze to GS allowances as well as that all allowances and the conditions of service for both categories were being considered at that time.

50. WHO/SEARO referred to the comparator difficulties encountered in the course of local salary surveys. The delegation wondered if a corrective system was in place to deal with the problem or whether lodging an appeal was in fact the sole and last resort. The delegation also raised the question whether an oversight mechanism was in place where the implementation of local salary survey methodologies was concerned. For its part, SCBD wondered how the ICSC was going to address, in the upcoming review, the assessment of locally-recruited GS staff who, by definition, were compensated according to local labour market conditions.

51. In a reply to both questions, it was pointed out that the methodologies took different market conditions into account. In the absence of adequate data being provided by the comparators, market data were purchased from reputable consultancy companies. Local salary surveys often focused on staff categories that were not of interest to many companies. With the purchase of additional data, however, every endeavour was made to complete the surveys on time, even though the data might be insufficient in terms of coverage. Whereas the ICSC oversaw methodology I, the United Nations was responsible for oversight in respect of methodology II. ICSC took part in the steering committees in New York and on occasion despatched observers to the field. It maintained regular contact with the steering committees that were obliged to consider all concerns expressed by the local salary survey committees.

52. FAO/WFP-UGSS noted that with respect to staff/management relations and staff representation, basic principles had to be observed, citing as examples the avoidance of inequalities and equal pay for equal work. In the same vein, the delegation wondered whether the failure to heed ILO decisions did not deserve greater attention. In his reply to the observance of basic principles relating to staff representation, the ICSC Vice-Chair suggested that the Federation might consider representing those unrepresented staff members in the field who had been mentioned earlier (see paragraph 43). As for the concept of equal pay for equal work, he disputed its practicability, pointing out that GS staff members, NPOs and Professional at the P-2 level often carried out equal and identical tasks - but at vastly unequal rates of pay.

53. WHO/HQ Kuala Lumpur outpost remarked that different pay for the same work was inherent in the introduction of secondary scales. The delegation also wondered whether the ICSC had recommendations relating to progression from G to P. IMO had a similar question about the harmonization of progression from G to P. In response to both questions, it was pointed out that ICSC never entered into issues of recruitment that were very much in the purview of human resources development. Some organizations were very open about GS staff advancing to the Professional category; others were very restrictive. As for the new secondary scales, they were justified by new findings in the local salary surveys that would be applied solely to new staff on entry, whereas the incumbent staff would continue to enjoy their acquired rights.

54. UNESCO was convinced that core functions should be performed by staff members. That notwithstanding, non-staff were being entrusted with core tasks. In his reply, Mr. Stoeckl stated that non-staff could carry out certain functions more effectively. Staff contracts for all was an

infeasible proposition. Both the Joint Inspection Unit (JIU) and the ICSC had debated the need for a common understanding on the issue.

55. WHO/AFRO drew attention to the difficulties of finding suitable comparators and replacing them with consumer price index (CPI) movements. Establishing benchmarks, particularly for staff at the level G-1 or G-2, was also a difficult undertaking. It was pointed out that the ICSC was unaware of replacing comparators with CPI movements. For interim adjustments, certain indices could be used. However, if the proposal was to do away with comprehensive reviews by adopting CPI movements, it was impractical. ICSC and salary survey experts were not familiar with local conditions, thus the local salary survey teams were best equipped to identify comparators. As for the difficulties of finding benchmarks for G-1 and G-2 positions, jobs at that level were a 'dying breed'. In terms of the salary surveys, however, there was no real cause for concern as the final outcome was weighted and not skewed. Various grades would be incorporated in the review, while some lower grades would not.

56. At the end of the session, the Acting General Secretary expressed his sincere thanks to the ICSC Vice-Chair and his colleagues for their readiness to field questions from the floor. He also thanked Mr. Orlov and Mr. Yansaneh for their contribution to the pre-Council course for staff representatives on Professional salary issues that FICSA had held in Montreal on 21 and 22 January 2016.

### **Credentials (Agenda item 2)**

57. The Acting General Secretary of FICSA, Mr. Imed Zabaar, read out a list of those delegations whose credentials had been received. Twenty-two full members were present, of whom five held proxies for other full members. Three associate members were present, of whom one held a proxy for another associate member. Four consultative members were present, as were three federations with observer status. CCISUA was also represented, as was one guest organization, OSCE, that had applied for special status. A further proxy was provided since the representative of the UNWTO Staff Association had to leave before the elections.

### **Election of the Chair, Vice-Chairs and Rapporteur (Agenda item 3)**

58. Mr. David Wilkinson (ICAO) was elected Chair of the Council. Mr. David Barrett (WHO/EURO Copenhagen) and Ms. Véronique Allain (SCBD Montreal) were elected First and Second Vice-Chair, respectively. Council approved the appointment of Mr. Peter Lillie as Rapporteur.

59. Council also elected two polling officers, whose duty it was to organize the elections scheduled for the current session in keeping with the Statutes of the Federation and the Rules of Procedure of the Council. The polling officers so elected were: Ms. Allisun Dalzell and Ms. Nancy Berardinelli (ICAO).

60. Mr. Svend Booth (FAO/WFP-UGSS) was elected Chair of the Ad hoc Committee on Administrative and Budgetary Questions.

#### **Adoption of the agenda (Agenda item 4)**

61. The provisional agenda as contained in document FICSA/C/69/1/Rev.1 was adopted without change.

#### **Organization of the Council's work (Agenda item 5)**

62. After a briefing on various logistical details encompassing social events and cafeteria facilities, Council agreed, with minor adjustments, to the schedule of work as contained in document FICSA/C/69/INFO/CRP.1. Delegates were reminded of the deadline for the submission of standing committee reports and the nominations for vacant positions.

63. AMFIE and UNFCU would be giving presentations in the course of the week. Both institutions had kindly contributed to the funding of the coffee breaks and the cocktail on the first evening.

64. In the interest of ensuring a smooth conduct of business throughout the week, the Chair stressed that no intervention should be longer than five minutes.

#### **Constitutional matters (Agenda item 6)**

65. The Acting General Secretary announced that: one nomination had been received for the position of President; two nominations had been received for the position of General Secretary, neither of which fulfilled the requirements; one nomination had been received for the position of Treasurer; four nominations had been received for the two positions of Member for Compensation Issues; and one nomination each for the positions of Member for Field and Regional Issues and Member without Portfolio. Of the regional representatives, a nomination for Europe had been received and the nomination for Asia had been received after the deadline, while no nominations had been received for Africa or the Americas.

66. Council thus agreed to apply Rule 38 of the Rules of Procedure so as to accommodate the late submission (for technical reasons) of nominations for election to various offices and, while maintaining a 48-hour deadline for nominations, pave the way for elections on the penultimate day of the Council. In a special hearing on the day before the elections, all candidates would present their programmes and field questions.

67. If no valid nominations were received, the Analytical Working Group on Strategic Development would prepare a plan for discussion.

68. Given the above circumstances, nominations for the position of General Secretary could be submitted within the 48-hour deadline, accompanied by the written consent of the releasing organisation.

#### **Questions relating to membership status in FICSA (changes in membership) (Agenda item 7)**

69. The Acting General Secretary, Mr. Zabaar, informed Council of developments relating to the status of membership. He was pleased to welcome to the fold: the International

Parliamentary Union (IPU) as a full member; the International Development Law Association (IDLO) as an associate member and the OSCE as a member with special status.

70. Council welcomed the new members with a round of applause.

#### **Report of the Executive Committee for 2015-2016 (Agenda item 8)**

71. In introducing the Report of the Executive Committee for 2015-2016 (document FICSA/C/69/7), Mr. El-Tabari remarked that it had been criticized for its length. It should be realized, however, that the past year had been very busy. He pointed to a number of major highlights, the first of which had been the settlement of the staffing problems within the FICSA secretariat; it was currently fully staffed. Not only had an information officer, Brett Fitzgerald (WIPO), been hired at the beginning of January, but two members of the secretariat staff had received five-year contracts with the United Nations Office at Geneva (UNOG). It was expected that the contract of the third staff member would be renewed on the same basis and for the same duration.

72. The review of the compensation package for Professional staff had drawn heavily upon the resources of the Federation. In the ultimate analysis, the review had taken the form of a cost-cutting exercise and the staff representatives had found that the ICSC's arguments for some of the changes were lacking in rationale and substance.. Five items had been of particular concern: (i) the unified salary scale that discriminated against single parents; (ii) the reduction of the mobility allowance to a bare minimum; (iii) the cuts in the hardship allowance; (iv) the curtailment of accelerated home leave; and (v) the modification of the education grant. As for the mandatory age of separation, the Federation was intent upon getting the individual organisations and agencies to implement the General Assembly decision at as early a juncture as possible.

73. FICSA had also been involved in providing advice and/or legal support to member associations/unions that had been facing critical problems with their administrations: Universal Postal Union (UPU), Food and Agriculture Organization (FAO), World Intellectual Property Organization (WIPO), European Patent Office (EPO), the United Nations Framework Convention on Climate Change (UNFCCC) and the International Coffee Organization (ICO).

74. Over and above the problems related to the Memorandum of Understanding for staff in the UNJSPF Secretariat, two other problems had arisen in connection with the Pension Fund. The first related to the delays that newly-retired staff members were facing with respect to the payment of their first pension benefits. The second related to the continued reluctance of the Pension Fund to accept the new definition of personal status that the majority of organizations and agencies had already accepted and applied.

75. Once more the perennial problem of obtaining release and relocation for the office of General Secretary had raised its ugly head. Yet again the Federation found itself being held hostage. The President sincerely hoped that a workable solution could be found.

76. On a more positive note, the Federation had held a number of workshops that had met with a good response. At a later stage in the discussion, one delegation had asked for a more comprehensive entry in the report on the various workshops held.

77. In two instances, Kingston (Jamaica) and London (United Kingdom), the outcome of the local salary survey had been positive. Regrettably the same could not be said of the outcome of the salary survey in New York.

78. The President described the FICSA-CCISUA relationship as being generally good. The relationship with UNISERV, however, was not so easy and had not been at the same level of cooperation. At a later stage in the discussion, he also informed Council that the decision would be 'pay as you go' where after-service health insurance was concerned; nothing, it seemed, was going to change.

79. In the ensuing discussion, a question was raised about the freeze on GS allowances and the starting date for the review of the compensation package for NPOs and General Service staff. The President pointed out that the freeze had been lifted as of 1 January 2016. To date no time had been set for the commencement of the review process; the schedule would be discussed at the ICSC session in March 2016.

80. Questions were raised about the difficulties of securing facilities for the Council session in Kuala Lumpur scheduled for 2017. The President explained that the WHO/HQ outpost did not have its own conference facilities; it thus had to draw on governmental amenities that, it subsequently transpired, would not be available on the dates envisaged. The President hinted at Harare, Zimbabwe, being a possible substitute venue.

81. The Federation was commended for the support it had lent during the strike in FAO in March 2015. The basic issues, however, remained unresolved. The news about the improved staffing situation in the FICSA secretariat was also most welcome. As another delegation pointed out, it represented a restoration of trust with UNOG.

82. Specific questions were asked about: (i) the current status of FICSA vis-à-vis the United Nations; (ii) internal justice (cf. paragraph 42 of the Executive Committee report); (iii) the negative impact of using non-staff (cf. paragraph 128); and (iv) the strategy for increasing or streamlining the Federation's lobbying efforts in the Fifth Committee (cf. paragraph 149).

83. In responding, the President pointed out that since FICSA was not a United Nations body, secondment from a United Nations organization was not possible. He concurred that the identification of the Federation's legal identity brooked no delay. It was a question whether a Memorandum of Understanding should be drawn up or a consultant be hired to draw up a proposal. As for the issue of internal justice, it had been addressed in the background documents for the Standing Committee on Legal Questions. The use of non-staff would be taken up in the Standing Committee on Staff/Management Relations. As for the strategy, the Analytical Working Group on Strategic Development would establish the most efficient and financially viable approach.



84. One delegation felt that the organizations and agencies could do more to inform new retirees of the current delays in the payment of benefits. The same delegation was puzzled by the term 'secondary salary scale' that had emerged in connection with the local salary survey in New York. It also requested that a workshop on methodology II be held for North America, while FICSA should invest the same amount of energy in defending the rights of General Service staff as it had done for the Professional staff. Given the situation in UPU, FICSA should provide more information on how to address similar issues in the future.

85. The President replied that the UPU case would be taken up in the Standing Committee on Legal Questions and relations with administrations in such instances would be addressed in the Standing Committee on Staff/Management Relations. Given the deterioration in staff/management relations in a growing number of organizations, the Federation would have to work out a policy for combating the same. For his part, he was kindly disposed to a workshop on methodology II being held for North America. Secondary scales had become a common feature. The scale with reduced rates applied solely to newcomers, incumbent staff thanks to acquired rates were not affected. The issue, as Ms. Barbara Tavora-Jainchill (UN New York Staff Union) pointed out, was very complex. Under Umoja (the new Enterprise Resource Planning (ERP) electronic system at the UN), secondary scales could not be created. In certain instances, the co-existence of the two scales meant that salaries for the same work differed by as much as 47 per cent, viz. Bangkok.

86. Council took note of the Executive Committee report with due consideration being given to the comments made during the discussion of the same.

#### **CCISUA/FICSA cooperation (Agenda item 9)**

87. Mr. Egor Ovcharenko and Ms. Tavora-Jainchill gave a joint presentation on cooperation between the two federations.

88. In his opening remarks, Mr. Ovcharenko, Vice-President of CCISUA, dealing with conditions of service, stressed the absence of disagreement between the two bodies. He cited positive examples of successful cooperation, such as the information campaign and the outcome of the joint endeavours to thwart the award of higher pay to under-secretaries-general and assistant secretaries-general at the expense of single parents in far lower categories.

89. The compensation review had brought both federations much closer together, particularly the lobbying exercise and the briefing of Member States during the deliberations of the Fifth Committee. Both federations were resolved to 'revisit' the implementation of the new package for staff in the Professional and higher categories. A case in point was the issue of the US Federal Civil Service being used as the comparator, whereas it would have been more appropriate to take the US Foreign Civil Service given its similarities to the United Nations conditions of service.

90. Cooperation on matters relating to the Pension Board and the UNJSPF Secretariat had also been close and productive. CCISUA represented the staff in the UNJSPF Secretariats in New York and Geneva and FICSA had benefited from the inside track. A particularly worrisome factor

at present was the delay in the first pension payments to recent retirees who had had to wait for months, in some instances eight months, before receiving their pension benefits.

91. In conclusion, Mr. Ovcharenko once again stressed the highly productive nature of the cooperation. Productivity was clearly related to the clarity with which the federations saw the issues facing them; it helped them to focus on essentials.

92. In her opening remarks, Ms. Tavora-Jainchill spoke from the standpoint of her role as President of the United Nations Staff Union in New York that represented 7,000 staff in the UN Secretariat and some 19,000 peacekeeping and other outposted staff. To her mind, staff members were under constant attack. She was convinced that things would get worse as had been borne out by developments in the review of the compensation package. A case in point was the proposal to award a pay rise to under-secretaries-general and assistant secretaries-general at the expense of single parents in far lower categories. Thanks to the use of social media, the widely publicized argument that funds taken away from children would be used to pay senior UN executives had struck home. She closed with a plea that staff remain alert: particularly staff members in the GS category who were the most vulnerable.

93. In the ensuing discussion, the heartening cooperation between the two federations was commented upon and a question was raised about the manner in which CCISUA financed its officers and the status of the merger. It was explained that CCISUA did not have to finance its officers; they were on release by virtue of their being presidents of their respective associations/unions. In CCISUA, the member associations/unions pooled their human and financial resources as the situation demanded. As for the merger, work continued on the elaboration of a document. At a later stage in the debate, it was remarked that the cooperation agreement provided for effective communication. However, everything must be properly coordinated before submitting any proposal to the membership.

94. One delegation spoke of the onslaught and the need for better coordination and synchronization of efforts at the field level. In her capacity as head of the local union in New York, Ms. Tavora-Jainchill said that FICSA could use the New York office and phones as all were fighting for the same cause. The joint use of resources was of crucial importance.

95. Another delegation suggested that one should go beyond the social media and elaborate common strategies using press releases to reach out to the classic print media, whose words still carried great weight.

96. In the eyes of Mr. Ovcharenko, communication was an all-important factor and trust must be built up with those delegates sympathetic to the federations' cause. For their part, the federations should be prepared to reach out to the general public who admittedly did not enjoy similar rights, yet should be aware that certain foreign services granted their diplomats very generous allowances, viz. US diplomats in both Geneva and New York received appreciable rental subsidies. As another delegation pointed out, information synergies and logistics were key to success; jointly coordinated policies were needed, given that the compensation package for GS staff loomed large. The federations should approach Member States directly.

97. In conclusion, Mr. Ovcharenko thanked FICSA for having been given the opportunity to address Council. It was, he felt, just the start to a wonderful story of cooperation.

**Election of the Executive Committee and Regional Representatives for 2016-2017 (Agenda item 10)**

98. In a special plenary session called prior to the elections in order to hear out the candidates, those standing for election outlined what they saw to be the priorities for the coming year.

99. An extraordinary plenary session was held on the morning of the day when the elections were scheduled to take place. At that meeting, Mr. Wilkinson put forward a motion that had emerged from a meeting of delegation heads the previous evening. The motion read:

*It is proposed that the Council approve, on an exceptional basis, the consideration of nominations for the post of General Secretary of candidates who have been granted full-time release, yet whose relocation has not been approved.*

*If the reason for non-relocation is beyond the candidate's control, such as budgetary restrictions imposed by the releasing organization, FICSA should contribute to both the relocation and salary of the selected candidate in order to make up the difference between the emoluments at the duty station of origin and those at Geneva. The funds for that purpose should be drawn from the unspent balance in order not to incur an increase in the scale of contributions.*

100. A call for a roll-call vote was made. In keeping with established practice in FICSA, one delegate was allowed to speak against the motion and one in favour, whereafter the motion would be immediately put to the vote.

101. Speaking in favour of the motion and in his capacity as a member of his delegation, Mr. El-Tabari recalled the recurrent nature of the problem and the protracted debate in the HLCM on the cost-sharing formula that still did not meet the Federation's requirements. At the same time, he was all too conscious of the fact that were the General Secretary post to remain vacant for another year, it would inevitably create the impression that FICSA could function without such an officer in place. The stop-gap solution outlined in the motion was not optimal, but things could not be left to chance. Furthermore, the logistics of holding a postal vote later in the year and securing both the release and relocation of the successful candidate in that election was a daunting undertaking. The Federation should adopt a pragmatic approach.

102. Speaking against the motion, Mr. Mauro Pace pointed out that motion contradicted the decision that Council had taken at its 63<sup>rd</sup> session on the release of both the President and the General Secretary and the latter's relocation to Geneva. He recalled the responsibility incumbent upon Council as the proposal undermined the rights of the smaller delegations to determine the future of the Federation. Contradiction was also inherent in the proposals being mooted in the HLCM as they ran counter to practice hitherto. Furthermore, he was opposed to changing procedures while the call for candidates was still open. Had the heads of delegations been apprised earlier of developments, the list of candidates might well have been different. He thus

hoped that a vote would be taken and he would fully respect the outcome of the democratic process.

103. In the subsequent roll-call vote, the motion was defeated: 53.23 per cent against, 46.7 per cent in favour.

104. In the ensuing discussion, a number of proposals were brought forward. It was mooted that the Federation could go ahead and elect a General Secretary, fully funding the position and then billing the organizations as an indication of what cost-sharing involved. Given that the HLCM was meeting in a few days time, it was felt that it was possibly too late to adopt such a course. It might be better to hire lawyers to argue that meaningful staff representation was being hampered by the lack of a key FICSA officer. It was also a matter of freedom of association as the staff associations/unions were not free to elect the best officers for the Federation. A parallel could be drawn with the situation prevailing in FAO.

105. It was also argued that the practicalities of hiring a General Secretary would undermine the Federation's position in HLCM. In that connection, the latter Committee's argument that FICSA could adopt a structure similar to that of CCISUA masked the fact that administrations were already bearing the costs of release of the Staff Council chairs who simultaneously held office in CCISUA, while ignoring the fact that if such a formula were adopted for FICSA, the President of the Federation would have to be head of a staff association or union. That would involve multi-tasking to the detriment of a President who should focus exclusively on the concerns of the FICSA membership.

106. Another suggestion was that Article 33 of the FICSA Statutes could be applied whereby the Executive Committee might employ any person or persons and make any administrative arrangement necessary for carrying out its work. That suggestion was inapplicable as the person involved would be an office-holder.

107. It was also felt that if the outcome in the HLCM were positive, the problem would disappear. If, however, the contrary were the case, a major structural debate would ensue.

108. It was recognized that strategic guidance was required and a proposal should be elaborated in the Analytical Working Group on Strategic Development in the light of the points raised during the above debate.

109. At the session devoted to elections, the Chair informed Council that he had received the following nominations (in alphabetical order) for election to the Executive Committee for the period 2016-2017 (see document FICSA/C/69/6/Rev.1).

110. The candidates were:

### **Executive Committee**

President	Diab El-Tabari (UNRWA/ASA Lebanon)
General Secretary	No candidate
Treasurer	Gaston Jordan (ICAO Montreal)
First and Second of two Members for Compensation Issues	Irwan Shahrezza Mohd Razali (WHO/HQ K.Lumpur outpost) Mauro Pace (FAO/WPF-UGSS Rome) Christopher R. Pardy (AP-in-FAO Rome) Jason Sigurdson (UNAIDS Washington DC)
Member for Regional and Field Issues	Véronique Allain (SCBD Montreal) Christopher R. Pardy (AP-in-FAO Rome)
Member without Portfolio	Imed Zabaar (IAEA Vienna)

### **Regional Representatives**

Regional Representative for Africa	Bernadette Fogue (WHO/AFRO Brazzaville)
Regional Representative for the Americas	Jason Sigurdson (UNAIDS Washington DC)
Representative for Asia	Patanjali Dev Nayar (WHO/SEARO New Delhi)
Regional Representative for Europe	Lisa Villard (IAEA Vienna)

111. The following members were elected:

### **Executive Committee**

President	Diab El-Tabari
General Secretary	Vacant
Treasurer	Gaston Jordan
First and Second of two Members for Compensation Issues	Irwan Shahrezza Mohd Razali Mauro Pace
Member for Regional and Field Issues	Véronique Allain
Member without Portfolio	Imed Zabaar

### **Regional Representatives**

Regional Representative for Africa	Bernadette Fogue
Regional Representative for the Americas	Jason Sigurdson
Representative for Asia	Patanjali Dev Nayar
Regional Representative for Europe	Lisa Villard

### **Approval of the session report (Agenda item 11)**

112. Prior to taking up the individual standing committee reports, the Chair reminded Council of the form that the approval process would take. A member of each standing committee would present the individual reports and the recommendations they contained, which would serve as a basis for the decisions to be adopted by Council. As far as possible and allowing for the correction of omissions and possible substantive errors, the standing committee reports would for the most part remain unchanged. The budgetary resources recommended by the standing committees would be taken up under agenda item 13.

### **Standing Committee on Legal Questions (Agenda item 11(a))**

113. The Chair of the Committee introduced the report of the Standing Committee on Legal Questions (see Annex 3). He explained that the focus of the deliberations in the Standing Committee had been on internal justice reform, legal assistance mechanisms available to the FICSA membership, more particularly the legal defence in the case of FAO/WFP-UGSS, UPU and ICO, legal capacity building activities, the FICSA Statutes and the provision of free legal services to all staff along the lines of the provision under the new internal system of justice at the United Nations.

114. The Standing Committee had reviewed the current agreement with the FICSA Council and had decided to cancel the current retainer agreement and continue to use the services of more than one lawyer as the need arose for services.

115. The Standing Committee had noted the backlog of cases before the ILO Administrative Tribunal and the fact that at the upcoming meeting of the ILO Governing Body, that body would discuss, inter alia, repealing Article XII of the Tribunal Statutes, which did not meet the main principle of equality of access to courts and tribunals. As things stood at present, the review procedure under that Article was only open to defendant organizations - but not to staff member appellants.

116. As for the FAO/WFP-UGSS appeal against the FAO administration for failure to grant release to the Union's candidate for the office of General Secretary in FICSA, the Committee had agreed that the filing of the appeal should await the outcome of the discussion of the cost-sharing proposal in the HLCM. The Standing Committee had urged the Executive Committee to monitor closely developments in UPU. In the case of ICO, the Committee recognized the prerogative of an organization to choose a location best suited to its operation, provided that due compensation packages were provided in full accordance with the contractual arrangements in force.

117. Given that the Analytical Working Group on Strategic Development had also been working on the amendments to the FICSA Statutes, the Standing Committee had accepted to work on the same in conjunction with that Committee.

118. As for the legal identity of FICSA, the Standing Committee had unanimously agreed to reject the idea of registering FICSA as a non-governmental organization.

## Summary

119. Council took note of the report of the Standing Committee on Legal Questions with the amendments thereto and adopted the recommendations contained therein, in the light of which:

### **Council decided that:**

- The Executive Committee should notify formally the lawyer of the cancellation of the special retainer agreement and continue to use the services of more than one lawyer on a services-needed basis;
- The options presented to the 68<sup>th</sup> session of the Council relating to a common legal protection insurance package for all FICSA members, through a private insurance company, were too costly and should therefore no longer be considered a viable option;
- The Executive Committee should prepare/update the FICSA roster of lawyers;
- The FICSA Executive Committee should continue to monitor closely the situation in UPU and work with both the former President and any new Staff Council duly elected and recognized by the UPU Staff Association;
- The FICSA Executive Committee should reject the idea of registering FICSA as an NGO;
- The Executive Committee should conduct a study as described in paragraphs 11 and 12 of document FICSA/C/69/LEGAL/CRP.2, with the exception of 12 (iv), which referred to NGO status. A budgetary amount should be allocated to cover up to 40 hours of legal work for the purpose of conducting the study; and
- The Executive Committee should explore possible options for extending the free legal services available from the UN office to agencies as well. Alternatively, the agencies should set up equivalent offices or mechanisms in their own respective organizational structure.

### **Standing Committee on Human Resources Management (Agenda item 11(b))**

120. The Chair of the Committee introduced the report of the Standing Committee on Human Resources Management (see Annex 4). He reported that the Standing Committee had had most fruitful deliberations on all six topics. The lengthiest discussion had focused on performance management and the need for fairness, transparency, accountability and appropriate rebuttal processes. The Standing Committee stood behind the issues that had been raised in the presentation on the activities of UN-GLOBE.

121. As for the mandatory age of separation, it was essential that pressure be brought to bear on the organizations in terms of setting a date for the implementation of the General Assembly decision. Staff members were finding themselves in a state of limbo at a time when important decisions regarding their future had to be taken.

122. The Standing Committee had noted the variances in parental leave across organizations and had identified best practices that others could emulate. To that end, the Standing Committee had set up a working group to identify such practices in preparation for the discussion on parental leave at the HLCM meeting in March 2016.

123. The Standing Committee had also discussed the need for changes to the current whistleblower protection policy along the lines proposed by the Government Accountability Project.

124. In the ensuing discussion it was pointed out that the Standing Committee would consider at a later juncture performance appraisal based on teams (as distinct from individual appraisals), as well as the evaluation of organizations' performance management systems that the HR Network would be discussing.

### *Summary*

125. Council took note of the report of the Standing Committee on Human Resources Management with the amendments thereto and adopted the recommendations contained therein, in the light of which:

### **Council decided that:**

- **The FICSA Executive Committee should participate in the HR Network discussions on performance appraisal evaluation in order to: (i) influence positively the formulation of indicators under development; and (ii) ensure that organizations were compelled to adopt sound performance management systems, with particular emphasis on transparency and fairness of processes;**
- **The Executive Committee should pursue future discussions within the ICSC on performance rewards and recognition, which had been removed from the compensation package review;**
- **The Standing Committee recommended that the sum of CHF 5,000 + 3x DSA and 3x flight be allocated for training purposes related to bullying and harassment, negotiation skills and the legal appeal process;**
- **All staff representative bodies should advocate, in their respective agencies, for the implementation at an earlier date of the new rule on the mandatory age of separation;**
- **The FICSA Executive Committee should conduct a survey of the membership in order to develop a matrix tool that included the agency name, the date of the switch to the new mandatory age of separation and whether that item had been put on their respective governing bodies' agenda. Via that tool, the FICSA Executive Committee would be able to ascertain whether any agencies were lagging behind or late in implementing the new rule and link that information to the respective governing body meetings where FICSA could lobby;**



- The FICSA Executive Committee should advocate for a shift in policy towards encompassing parental leave and the extension of that leave to a minimum duration of one year;
- The FICSA Executive Committee should urge organizations to adopt a child nursing policy similar to that of the IAEA that extended the policy up to the age of 2; and
- The FICSA Executive Committee, together with the other staff federations, CCISUA and UNISERV, should formulate for presentation to the HLCM and the UN General Assembly, a mutually agreeable proposal for changes to the current whistleblower protection policy outlined in the Secretary-General's Bulletin ST/SGB/2005/21 based on revisions proposed by the Government Accountability Project.

#### **Standing Committee on Social Security/Occupational Health and Safety (Agenda item 11(c))**

126. One of the two Co-Chairs of the Committee introduced the report of the Standing Committee on Social Security/Occupational Health and Safety (see Annex 5). The Standing Committee had considered issues related to after-service health insurance, disabled access and the creation of a barrier-free environment in the United Nations, dignity at work, UNCARES, delays in payments for newly retired staff members and recognition of personal status by the Pension Fund.

127. The first of its two meetings had been taken up with a video-conference between the Standing Committee and the UN Pension Fund secretariat. In the course of that discussion, it was apparent that reality as experienced by the recent retirees and the perception of the situation by the Pension Fund secretariat differed sharply. A summary of the questions and answers was attached to the report (see Annex 5, Appendix 3). At a later stage in the discussion it was suggested that FICSA should establish the extent of the problem and member associations should enquire of their administrations the actual numbers involved. For its part, given the overriding need to clear the backlog, the Standing Committee had recommended that FICSA urge the Pension Fund to take all necessary measures to solve the problem, such as advancing funds to the new retirees. It had also suggested consideration of legal recourse.

128. The Standing Committee had also benefited from an extensive briefing from FAFICS on after-service health insurance. FAFICS was concerned over the emphasis being placed on national health services, while ICAO was concerned over its administration's suggestion that ASHI liabilities were a staff matter. Funding ASHI liabilities would still require extensive discussion in the various bodies. It was thus essential that FICSA continue to participate in the HLCM Working Group on ASHI.

129. The Standing Committee had expressed keen interest in both dignity at work and the activities of UNCARES. A further disconcerting aspect related to the Pension Fund was the latter's failure to accept the definition of personal status that was applied widely throughout the common system.

## Summary

130. Council took note of the report of the Standing Committee on Social Security/Occupational Health and Safety with the amendments thereto and adopted the recommendations contained therein, in the light of which:

### **Council decided that:**

- **The FICSA Executive Committee should ensure the Federation's continued representation on the HLCM Working Group on ASHI and maintain close contact with FAFICS;**
- **The FICSA Secretariat should keep posted on the FICSA website the background document on accessibility for the disabled, to which membership could refer;**
- **The Co-Chairs of the Standing Committee on Social Security/Occupational Health and Safety should facilitate the formation of a working group on the issue of dignity at work and the FICSA Information Officer should distribute documents on that topic to the FICSA membership;**
- **The Executive Committee should: (i) encourage membership to support UNCARES financially; (ii) urge member associations to avail themselves of training offered by UNCARES; (iii) include the UNCARES core module as pre-Council training at the next session of the FICSA Council; and (iv) invite UNCARES to the next FICSA Council;**
- **The FICSA Executive Committee, in close cooperation with the other staff federations, should use all means possible, be it eventual advances or legal recourse, to urge the UNJSPF to adopt all mechanisms necessary to clear the backlog in pension payments as quickly as possible, ensuring that all resources were used to reach the UNJSPF self-imposed benchmark processing time of 20 days from receipt of all correct documentation; and**
- **The FICSA Executive Committee should reiterate its appeal to the UN Joint Staff Pension Board, either directly or through the appropriate subcommittee or working group, to accept solely the personal status of the UN employee for the purposes of determining pension benefits as per policy changes made by the UN Secretariat and other UN agencies<sup>1</sup> regarding the determination of personal status.**

### **Standing Committee on Conditions of Service in the Field (Agenda item 11(d))**

131. The Chair of the Committee introduced the report of the Standing Committee on Conditions of Service in the Field (see Annex 6). He briefly summarized the eight recommendations that the Standing Committee had adopted on the review of the compensation package, duty of care, the inter-agency security management network, hardship duty stations, access to financial services for staff and security clearance.

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<sup>1</sup> FAO, ICAO, IFAD, IMO, ILO, PAHO, UNAIDS, UNDP, UNESCO, UNFCCC, UNFPA, UNHCR, UNICEF, UNIMCT, UNODC, UN SECRETARIAT, UN Women, WFP, WHO, WIPO.

132. The compensation review for the Professional and higher categories had shown that the impact of the changes was felt most by staff in the field. Even though the compensation package would only enter into effect on 1 January 2017, certain aspects would take effect prior to that date. It was thus essential that the Federation be well prepared for the review of the compensation package for GS staff. After an extensive debate on the annual review of hardship duty stations in Latin America and the Caribbean, Europe and the CIS countries and the Middle East, the Standing Committee stressed the importance of FICSA being well prepared for the upcoming review of hardship duty stations in the Asia and Pacific region. The FICSA regional representative should do everything to ensure that the duty stations participated fully in the completion of the questionnaires that formed the basis of the survey.

133. The Standing Committee had also noted the difficulties that locally-recruited Field Staff encountered in hardship duty stations in terms of health care. In certain instances, the same group of staff was also disadvantaged in two other ways: first, their lack of access to financial services that UNFCU provided and secondly, their lack of formal representation. The latter lacuna was particularly disturbing as the FUNSAs helped to promote the image of FICSA as the federation that fought on behalf of field staff. Finally, the Standing Committee had also discussed certain apparent shortcomings in the security clearance provided via the United Nations Department of Safety and Security (UNDSS) travel information processing (TRIP) system.

#### *Summary*

134. Council took note of the report of the Standing Committee on Conditions of Service in the Field with the amendments thereto and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- **The Executive Committee should support the work carried out by the Standing Committee on Professional Salaries and Allowances, with regard to assessing the impact of the changes in the compensation package for Professional staff, as well as issues related to potential violation of acquired rights. More specifically, the Executive Committee should undertake case studies of the actual losses incurred on account of the compensation package review and measure the impact of that review;**
- **The Executive Committee should continue to support the work carried out by the HLCM Working Group in order to ensure that the proper security and safety mechanisms were put in place and made easily accessible to UN staff who worked in dangerous and difficult duty stations;**
- **The Executive Committee should continue to participate in the meetings of IASMN and ensure that when issues relating to the security of locally-recruited staff were discussed, those categories of staff would be represented by a staff representation body on the Security Management Teams in the relevant field duty station;**

- Given that the next round of hardship classification would be devoted to the Asia and the Pacific region, the Executive Committee should: (i) prepare information material for the FICSA membership in that region in order to help the duty stations there to increase their participation in the hardship classification questionnaires; and (ii) ensure that the Regional Representative for Asia actively promoted activities that encouraged participation in the hardship classification questionnaires;
- The FICSA Executive Committee should undertake a study of the different health insurance schemes in place in the field and compare them with the schemes at headquarters in order to ensure that the differential gap between both categories of health insurance schemes was kept to a minimum;
- The FICSA Executive Committee should continue to liaise with UNFCU senior management so as to ensure that locally-recruited UN staff were not discriminated against in terms of bank services provided by UNFCU;
- At the upcoming meeting of the IASMN, the Executive Committee should raise the issue of the security clearance provided via the TRIP system: and
- The Executive Committee should collect information on the best practices relating to the representation of field staff.

#### **Standing Committee on General Service Questions (Agenda item 11(e))**

135. The Chair of the Standing Committee, who was also the Coordinator of the Permanent Technical Committee (PTC) on General Service Questions, introduced the report of the Standing Committee on General Service Questions (see Annex 7). She drew attention to the recommendations and resolution that had been adopted by the Standing Committee, as well as those recommendations that had been included in the report of the Standing Committee's PTC.

136. The Standing Committee had benefited from an extensive discussion with members of the PTC and guests from the ICSC on the upcoming review of the compensation package for GS staff. It had adopted the recommendations emanating from its PTC that related to the need to continue to train trainers, the development of a standard set of training handouts to be provided to all training participants and the allocation of funds to specialized workshops on salary survey methodologies I and II. The Standing Committee was intent upon expanding the pool of trainers; senior trainers had been training new trainers and it was now necessary to certify these trainers to ensure the maintenance of the highest standards. Training material had been translated into French and Spanish and it was essential that it be effectively copyrighted.

137. Updates had been given of the status of appeals against the outcome of the salary surveys in WHO/SEARO in New Delhi and FAO/WFP-UGSS in Rome. The Standing Committee also considered the recent introduction by FAO of GS staff recruitment by issuing global calls of interest to be a breach of administrative practice.

138. In the ensuing discussion, it was suggested that the Standing Committee should meet more than once in the course of the Council session and revert to earlier practice which had

allocated more time to the meetings of both the Standing Committee and its PTC. It was also pointed out that Spanish-speaking trainers were needed.

139. In the course of the discussion of the report in plenary, the Chair of the Standing Committee on General Service Questions submitted three recommendations pertaining to the review of the compensation package for General Service and related categories. Those recommendations were adopted and incorporated as decisions of the Council (see below).

### *Summary*

140. Council took note of the report of the Standing Committee on General Service Questions with the amendments thereto and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- **The FICSA Executive Committee should continue to invest in training a pool of trainers, while taking into account the gender balance and geographical distribution. It further recommended that a tool for the certification of those trainers be developed by the Executive Committee in cooperation with the senior trainers of the PTC;**
- **The Permanent Technical Committee of the Standing Committee on General Service Questions should develop a standard set of training material and distribute the same among those participating in FICSA training courses;**
- **Bearing in mind that salary survey methodology workshops might generate income, the Ad hoc Committee on Administrative and Budgetary Questions should be requested to allocate the amount of CHF 20,000 for the organization of specialized workshops on the salary survey methodologies I and II, taking into account the need for capacity building;**
- **Recognizing that with respect to the recruitment of GS staff, the practice of issuing global calls of interest was not legal, the Executive Committee should follow up on the matter and seek suspension of that practice. Action taken by FICSA should be addressed to the executive head of FAO, the ICSC and the HLCM;**
- **The Executive Committee should follow closely the compensation package review process;**
- **The Executive Committee should take advantage of the ICSC discussions to address changes that had been introduced in the compensation package to the detriment of the GS and other related categories; and**
- **The Executive Committee should request the creation of an ICSC Working Group with proper staff representation to deal with the review of the compensation package for GS staff.**

## **Standing Committee on Professional Salaries and Allowances (Agenda item 11(f))**

141. The Chair of the Committee introduced the report of the Standing Committee on Professional Salaries and Allowances (see Annex 8). The Committee had adopted one set of recommendations relating to the outcome of the comprehensive review of the compensation package for Professional and higher categories and the steps that lay ahead. The Committee had also discussed information requirements that would arise in the follow-up to the review, the freeze on benefits and a study on acquired rights and their possible violation. In the meeting of the PTC of the Standing Committee on Professional salaries and Allowances, the focus had been on the ACPAQ meeting held the previous year and the upcoming meeting in February 2016 that would address the standard items in preparation for the place-to-place surveys and certain changes that were being envisaged.

### *Summary*

142. Council took note of the report of the Standing Committee on Professional Salaries and Allowances with the amendments thereto and adopted the recommendations contained therein, in the light of which:

### **Council decided that:**

- **The FICSA Executive Committee, supported by the core members of the Standing Committee, potentially in cooperation with the other staff federations, should develop a staff survey to be sent out once the comprehensive review had entered into effect. It would assess the impact of the changes on staff conditions of services. The objectives of that survey would include: (i) collecting feedback from staff on the impact of changes, both positive and negative, brought about by the comprehensive review; (ii) identifying staff attitudes regarding their conditions of service, including willingness to remain in employment with the United Nations, and the degree of willingness to recommend the United Nations as a good employer; and (iii) collecting data that would indicate the impact of the comprehensive review changes on the workforce and its diversity;**
- **The questions in the above survey should be formulated objectively and in a neutral manner to establish a strong basis and solid matrices for bringing arguments to the ICSC for adjustment and improvements to the compensation package. CHF 3,000 should be allocated to recruit a consultant;**
- **The Executive Committee, supported by the core members of the Standing Committee, should develop information material on the comprehensive review. That material would serve to educate staff on the changes to the package of benefits resulting from the review. It would also be used in video briefings and by the regional representatives to reach staff worldwide to the greatest extent possible; and**
- **The Executive Committee should engage the lawyer, who had delivered the acquired rights study, to conduct a follow-up review of the changes in the conditions of service emerging from the comprehensive review. The aim of that review would be to identify any**

areas of concern pertaining to potential violations of acquired rights. CHF 2,000 should be allocated to that activity.

### **Standing Committee on Staff/Management Relations (Agenda item 12(g))**

143. The Chair of the Committee introduced the report of the Standing Committee on Staff/Management Relations (see Annex 9). At the outset she cautioned that although conditions in other organizations and agencies were perhaps not as bad as in WIPO, UPU and FAO, the potential for deterioration in staff/management relations was present throughout the common system. With that in mind the Standing Committee had adopted an extensive recommendation on staff/management relations and ultimately adopted no fewer than three organization-specific resolutions on the issue. The other major issue had been the release of candidates for the office of President and General Secretary that would be taken up in a video-conference with the HLCM Working Group in the first week of February 2016.

144. In the ensuing discussion, attention focused on the draft resolutions and a series of amendments were introduced. Furthermore, it was pointed out that the European Patent Office (EPO) had never sent the background information that FICSA had requested. The EPO representatives stated that colleagues had been harassed and contracts did not comply with German law. Given the lack of documentary evidence, the Standing Committee recommended that until the facts had been established, the resolution pertaining to the situation in EPO should only be adopted on a provisional basis pending the receipt of further information. Upon receipt of that information, the case could be assessed and the resolution modified, if necessary.

145. Council took note of the report of the Standing Committee on Staff/Management Relations with the amendments thereto and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- **FICSA should: (i) accord priority to curbing the deterioration in staff/management relations in organizations; (ii) formulate three strong, formal resolutions to defend staff rights and take those resolutions to the relevant international bodies and institutions, such as the HLCM and the Administrative Council of the European Patent Organization; (iii) approach Member States on the issue of deteriorating staff/management relations in organizations; (iv) bring external pressure to bear where appropriate; (v) offer training to staff associations/unions on the management of staff/management relations; and (vi) ask the JIU for an update on issues related to staff/management relations throughout the system; and**
- **Staff associations/unions should alert FICSA to any staff/management problems from the moment they observe unhealthy trends in their respective organizations and inform their constituents regularly of discussions with management;**

146. Council adopted the resolution on the Status of staff/management relations at WIPO and UPU (Annex 2, Resolution 69/1) and on the status of staff/management relations at FAO (Annex 2, Resolution 69/2). It decided to hold the resolution on the status of staff/management

**relations at the European Patent Office in abeyance until further information had been received (Annex 2, Resolution 69/4).**

### **Strategic development of FICSA (Agenda item 12)**

147. The Chair of the FICSA Working Group on Strategic Development introduced the Working Group's report (see Annex 10). The Working Group had discussed thirteen items, the most prominent of which had been the release of the FICSA President and the General Secretary and the changes to the FICSA Statutes: an item that had also been on the agenda of the Standing Committee on Legal Questions. For the first of those two topics, the Working Group had drafted a resolution and for the second it had elaborated a lengthy recommendation that itemised the steps of the consultative process over the coming months that would culminate in the adoption of the Statutes at the Council session in 2017.

148. The Working Group had also recognized the need for a communications strategy and the need to raise the profile of the Federation through branding and copyright. Material used at FICSA or other training courses should be clearly marked as being FICSA intellectual property and training certificates should be issued in the name of FICSA. The Working Group had also stressed the need to increase the efficiency of the lobbying exercise during the meetings of the Fifth Committee: an undertaking that would require inputs both from the membership and the sister federations. It had suggested that opportunities be sought for cooperation with other representative bodies in the United Nations common system. Attention had also been drawn to the Terms of Reference of an Ad hoc Committee on Strategic Development that had been approved at the previous Council session.

149. In the ensuing discussion, questions were raised about the availability of budget resources for revamping the FICSA website and developing the communication strategy. It was felt that resources for the first task had already been provided for, while the resources for the latter could be drawn from the blanket amount that had been provided for under chapter 3 of the draft budget. Although the Working Group recognised the need for travel guidelines, it did not accept a recommendation on the item.

150. Council took note of the report of the Working Group on Strategic Development with the amendments thereto and adopted the resolution contained therein in the light of which:

#### **Council decided that:**

- **In view of the Council's rejection at the extraordinary meeting in plenary of the motion on the nominations for the post of General Secretary, the Executive Committee should proceed in accordance with the FICSA Statutes. The Executive Committee should within 14 days after the 69th session send out a call for nominations for the position of General Secretary with the aim of conducting a postal vote;**
- **In order to continue with the review of the Statutes from Article 21 onwards, the Executive Committee should send out to the FICSA members the remaining Articles/Rules for their review and comments. For that purpose, an online questionnaire had been developed;**



- Prior to sending the link to the questionnaire, the FICSA Secretariat should send a message to the FICSA membership requesting the name of the person who would participate in the survey on behalf of each member staff association/union, whereafter the link would be sent in early February 2016 with a request for comments by the end of March;
- In the course of April, the Executive Committee should analyse the replies and send the data report and analysis to the membership, together with any clarifications, should they be requested;
- At the beginning May 2016, the Executive Committee should hold an on-line meeting with the FICSA membership to discuss those amendments, upon which no agreement had been reached;
- Following the on-line meeting, the Executive Committee should revise the amendments accordingly and send the text to the heads of delegations for final review;
- The final package, including those items previously adopted during the 68th session, should be sent in September 2016 to the FICSA membership for review prior to the 70th session of the FICSA Council;
- Given that the exercise might raise members' interest in reviewing other Articles/Rules, a final question might be added in the survey to establish whether any member wished to amend or add anything new to the Statutes;
- The Executive Committee should commission a communications specialist to assist the Federation in branding its image and preparing a communications strategy;
- In order to enhance communications between the Executive Committee and the FICSA membership, as well as between the Executive Committee members, the Executive Committee should prepare a communications strategy;
- The FICSA training catalogue should be shared with the sister federations; however, all material should be branded by FICSA and FICSA course certificates issued, even in those instances where the workshop was organized by another association/union;
- In order to enhance the efficiency of the lobbying exercise during the meetings of the Fifth Committee, the Executive Committee should seek support from member associations/unions and cooperate with its sister federations; and
- In line with the Cooperation Agreement signed between FICSA and CCISUA, the Executive Committee should continue to maintain and enhance its relationship with both CCISUA and UNISERV. It should also explore opportunities for cooperation with other representative bodies in the United Nations common system.

151. Council adopted the resolution on the release of the FICSA President and General Secretary (Annex 2, Resolution 69/3).

## **Administrative and Budgetary Questions (Agenda item 13)**

### **Report of the Ad hoc Committee (Agenda item 13(a))**

152. The Chair introduced the Committee's report (see Annex 11). The Ad hoc Committee had held five meetings in the course of which it had made a series of recommendations, the first of which related to the findings of the independent reviewer, many of which were beyond the remit of the Treasurer. Not only should the Executive Committee consider the comments in their entirety, but it might like to consider liaising with an external reviewer on drawing up in a (more) comprehensible manner a list of finance-related recommendations and actions. At a later stage in the meeting, the Treasurer was asked to establish whether the Federation's accounting methods needed to comply with the International Public Sector Accounting Standards.

153. The Ad hoc Committee had stressed the need to follow up on any arrears. The Treasurer's report had been greatly appreciated and the Ad hoc Committee had welcomed the idea of a blanket allocation to Chapter 3 of the budget. A key feature in the debate throughout the meetings of the Ad hoc Committee had been the surplus of funds that had accrued over the years. It was agreed to carry over an amount of CHF 75,000 of the funds unspent in 2015 to 2016 so as to maintain membership dues at the level of the previous year.

154. As for the total liabilities of the Federation, the Treasurer was requested to include the indemnities payable to the newly-recruited Information Officer. The Ad hoc Committee had reaffirmed Council's decision of the previous year to grant UNESCO/STU a flat contribution rate of CHF 25,000 for 2016. It had also recommended that FUNSAs be granted free membership on the condition that they paid their dues for 2015 along with any arrears, while FAFICS be granted free membership in recognition of the support and advice it had given to the federation over many years.

155. The Ad hoc Committee had also set up a working group on the FICSA methodology for assessing membership dues. It would consider the four options put forward by the consultant and suggest an option that was most inclusive and equitable by no later than 30 August 2016.

156. The Chair went through the budget chapter by chapter. He explained the reasoning behind the blanket allocation in Chapter 3 and the equal distribution of the funds among the Standing Committees. Requests for funds in excess of the initial allocation would have to be submitted to the Executive Committee accompanied by a 'business case' itemizing the resources required and the utilisation thereof.

157. The surplus that had accompanied could be a blessing or a curse. Seen positively, it provided an adequate cushion for funding legal action (war chest) or offering rebates to members in good standing. Seen negatively, it could be that organisations and agencies might argue that the need for them to fund the release and relocation of FICSA officers was a non-issue as the Federation had adequate funds of its own.

158. Most importantly, the Committee had adopted the updated budget for 2016 and the scale of contributions for 2016 (see agenda items 13(b) and 13(c) below).

159. In the ensuing discussion, attention centred on making it a practice to carry over funds from one year to next, to which the Chair pointed out that it would require amending the financial rules. However, as pointed out in the recommendation in the final paragraph of the report, the Executive Council should consider ways and means of managing the surplus and report thereon to Council at the session in 2017.

### *Summary*

160. Council took note of the report of the Ad Hoc Committee on Administrative and Budgetary Questions and adopted the recommendations contained therein, in the light of which:

#### **Council decided that:**

- The items of expenditure 4.05 and 4.10 relating to the former New York virtual office be eliminated from future budgets;
- Given the complexity of the issues addressed in the management letter, the Executive Committee, in consultation with the Treasurer and the FICSA accountant, should: (i) consider and respond to the proposals and recommendations of the independent reviewer; and (ii) report to the Council session in 2017 on action taken;
- The Executive Committee should also liaise with an external reviewer on drawing up in a comprehensible manner a list of finance-related recommendations and actions to be taken with clear timelines for presentation to Council at its session in 2017;
- The Executive Committee should follow up with those members in arrears and report back to Council at its session in 2017;
- The Treasurer should establish whether the Federation's accounting methods needed to be IPSAS-compliant and report back to Council at its next session;
- The Emergency Fund should be maintained at zero for the current financial year;
- CHF 75,000 of the funds unspent in 2015 should be carried over to 2016 so as to maintain membership dues at the level of the previous year;
- The Treasurer should include in the report to the Council session in 2017 on the Federation's total liabilities, the indemnities payable to the newly recruited Information Officer;
- The FUNSAs be granted free membership on the condition that they paid their membership dues for the year 2015 along with any arrears; and FAFICS be granted free membership in recognition of the support and advice it had given to the Federation over many years; and
- The Executive Committee should consider ways and means of managing the surplus and report thereon to Council at its session in 2017.

### **Updated budget for 2016 (Agenda item 13(b))**

161. Council took note of the proposed budget and the modifications thereto that had arisen during the extensive discussion of the proposals. The proposed totals under the individual chapters were:

Chapter 1: CHF 94,060  
 Chapter 2: CHF 38,000  
 Chapter 3: CHF 49,537  
 Chapter 4: CHF 496,250

The sum total of the four chapters of the budget was **CHF 677,847**.

162. Council formally adopted the budget for 2016 (see Annex 12).

### **Scale of contributions for 2016 (Agenda item 13(c))**

163. Council took note of the scale of contributions for 2016 that the Ad hoc Committee had submitted and formally adopted the same (see Annex 15)

### **Election of the Standing Committee officers for 2016-2017 (Agenda item 14)**

164. Council elected the following Chairs and Vice-Chairs of the Standing Committees for 2016-2017:

#### *Legal Questions*

Chair:                   Andrès Orias-Bleichner (WMO)  
 Vice-Chairs:       Elena Rotondo (FAO/WFP-UGSS)  
                           Gemma Vestal (WHO/HQ Geneva)

Core group:           All participants in the meeting of the Standing Committee

#### *Human Resources Management*

Chair:                   David Barrett (WHO/EURO Copenhagen)  
 Vice-Chairs:       Lisa Villard (IAEA)

Core group:           Arun Shrivastava (WHO/SEARO New Delhi), Pilar Vidal Estevez (PAHO/WHO Washington), Rodolfo Calderon (PAHO/WHO Washington), Ronald De la Cruz (UNFCCC), Kelvin Khoo (WHO/WPRO Manila), Akim Falou Dine (ITU), Gemma Vestal (WHO/HQ Geneva), Balachandar Krishnasamy (WHO/HQ K. Lumpur outpost), Alessandra Pani (IFAD), Margarita 'Peggy' Brattlof (FAO/WFP-UGSS), Elena Rotondo (FAO/WFP-UGSS), Christopher Mason (WIPO)

### *Social Security/Occupational Health and Safety*

- Co-Chairs: Katja Haslinger (IAEA)  
Tanya Quinn-Maguire (UNAIDS)
- Core group: Viera Seben (ICAO), Sue Wilton (IMO), Sylvaine Asseraf (ITU), Pilar Vidal Estevez (PAHO/WHO Washington), Peter Kakucska (UNFCCC), Vincenzo De Leo (UNGSC), Cosimo Melpignano (UNGSC), Kay Miller (WHO/EURO Copenhagen), Kelvin Khaw (WHO/WPRO Manila), Ruel Serrano (WHO/WPRO Manila) and Marco Luigi Fassetta (ECB)

### *Conditions of Service in the Field*

- Chair: Steven Ackumey-Affizie (FUNSA Ghana)
- Vice-Chairs: Margarita 'Peggy' Brattlof (FAO/WFP-UGSS)  
Christian Pethas Magilad (WHO/AFRO Brazzaville)
- Core group: Christopher Pardy (AP-in-FAO), Viera Seben (ICAO), Edwin Titi Lartey (IMO), Véronique Allain (SCBD), Lydie Gassackys (WHO/AFRO Brazzaville), Modinah Chingoma (WHO/AFRO Brazzaville), Joseph Stephen Rayan (WHO/HQ K. Lupur outpost), Ruel Serrano (WHO/WPRO Manila) and Lucie Gnongo Beavogui (FUNSA Guinea)

### *General Service Questions*

- Chair/  
PTC Coordinator: Marielle Wynsford-Brown (IAEA)
- Vice-Chairs: Silvia Mariangeloni (FAO/WFP-UGSS)  
Steven Ackumey-Affizie (FUNSA Ghana)
- Core group: All participants in the meeting of the Standing Committee

### *Professional Salaries and Allowances*

- Chair: Christian Gerlier (ITU)
- Vice-Chairs: Taavi Erkkola (UNAIDS)  
Walter Parks (ICAO)
- Core group: Varghese Joseph (ITU), Akim Falou-Dine (ITU), Christian Gerlier (ITU), Matthew Montavon (AP-in-FAO), Giovanni Muñoz (AP-in-FAO), Lisa Villard (IAEA), Edwin Titi-Lartey (IMO), Lucie Gnongu Beavogui (FUNSA Guinea), Christian Pethas (WHO/AFRO Brazzaville) and Christopher Pardy (AP-in-FAO)

### *Staff/Management Relations*

Chair: Bernadette Fogue (WHO/AFRO Brazzaville)  
 Vice-Chairs: Peter Kakucska (UNFCCC)  
 Viera Seben (ICAO)

Core group: Arun Shrivastava (WHO/SEARO), Lucie Gnongu Beavogui (FUNSA Guinea), Marianma Dioubate (FUNSA Guinea), Joseph Stephen Rayan (WHO/HQ Kuala Lumpur outpost), Kelvin Khoo (WHO/WPRO Manila), Balachader Krishnasamy (WHO/HQ Kuala Lumpur outpost), Ruel Serrano (WHO/WPRO Manila), Makane Faye (FUNSA Ethiopia), Rodolfo Calderon (PAHO/WHO Washington), Maria Garcia (UNFCCC), Viera Seben (ICAO) and Marina Appiah (WHO/HQ Geneva).

165. In closing the agenda item, the President urged the members of the standing committees to meet and communicate throughout the year.

### **Date and place of the next Council session (Agenda item 15)**

166. The FICSA President still cherished hopes of the next Council session being held in a more temperate zone. He hoped that despite the initial setback, it would be possible to hold the 70th Council in Kuala Lumpur (Malaysia). Negotiations would be held to that end. If the initiative came to naught, he had hopes of the Council meeting in Manila (Philippines). The dates hinged on the availability of conference facilities, but the date would be set as was customary in early February.

167. A preliminary draft of the provisional agenda for the 70th session would be distributed later in the current year.

### **Other business (Agenda item 17)**

168. Mr. Walter Parks (ICAO) reminded Council that his Association had recently returned to the FICSA fold after ten year's absence. At the time of its return in 2014, the membership fee for ICAO had stood at \$CAN 25,000. In the meantime, however, it had increased to \$CAN 33,000 only to leap to \$CAN 44,000 for the current year. Two major factors had come into play: the drop in value of the Canadian dollar and the fact that the most recent CEB data had shown an increase of 15 staff members in the staff strength of ICAO. The impact of that slight increase was that the Staff Association had 'advanced' to the next higher band in the methodology currently applied by FICSA. The net result was that some 65 per cent of the Association's current revenue would have to be earmarked for payment to FICSA. In brief, the Association's growing incapacity to foot such a bill was threatening its ability to remain in the Federation.

169. In his reply, Mr. El-Tabari said he would have preferred to hear such a statement at an earlier stage of the Council. He was reminded, however, that the CEB data had only been received the day previous. The situation that the host association was facing underscored the importance of adopting a methodology for assessing membership dues that took account of the means and diversity of the members, met the Federation's requirements and assured an

equitable distribution of costs to its members. He hoped the work on the new methodology would provide a solution and secure the growth of the FICSA.

### **Closing of the session (Agenda item 18)**

170. At the closing session, Mr. El-Tabari thanked everybody who had contributed to the success of the meeting, first and foremost ICAO and its Staff Association. He also acknowledged the services of the interpreters, messengers and all the other people behind the scenes. He was most grateful to Mr. Wilkinson, the Chair of the Council session, who had guided the debate with great skill and maintained the flow of constructive discussion. He thanked the Rapporteur and looked forward to reading his report.

171. He was also most grateful to the members of FICSA secretariat, Amanda Gatti and Marie-Paule Masson, who had provided such stalwart services prior to and throughout the Council, as well as to the Information Officer who had devoted all his energy to his new assignment. He also thanked the members of the former Executive Committee and welcomed the new members.

172. The Chair thanked the interpreters, engineers, security officers, messengers and the many members of the ICAO Staff Association, as well as the participants, all of whom had contributed to the smooth running of the session. He declared the 69th session of the FICSA Council closed at 3.58 p.m. on 29 January 2016.

**Annex 1****AGENDA FOR THE 69th FICSA COUNCIL**

1. Opening of the session
2. Credentials
3. Election of the Chair, Vice-Chairs and Rapporteur
4. Adoption of the agenda
5. Organization of the Council's work
6. Constitutional matters
7. Questions relating to membership status in FICSA (changes in membership)
8. Report of the Executive Committee for 2015-2016 (February 2015 - January 2016)
9. CCISUA/FICSA cooperation
10. Election of the Executive Committee and Regional Representatives for 2016-2017  
(February 2016 to January 2016)
11. Approval of the session report:
  - (a) Legal Questions
  - (b) Human Resources Management
  - (c) Social Security/Occupational Health and Safety
  - (d) Conditions of Service in the Field
  - (e) General Service Questions
  - (f) Professional Salaries and Allowances
  - (g) Staff/Management Relations
12. Strategic development of FICSA
13. Administrative and budgetary questions
  - (a) Report of the Ad hoc Committee
  - (b) Updated budget document for 2016
14. Election of Standing Committee officers for 2016-2017 (January 2016-February 2017)
15. Date and place of the next Council session
16. Other business
17. Closing of the session



**Annex 2****Resolution 69/1****THE STATUS OF STAFF/MANAGEMENT RELATIONS AT WIPO AND UPU**

*The Council of the Federation of International Civil Servants' Associations (FICSA) at its 69th Session (Montreal, 25 to 29 January 2016),*

*Noting that in the course of 2015, a number of associations/unions had drawn to the attention of FICSA examples of further deteriorating staff/management relations and cases in which staff's right of association was being denied and freedom of speech had been violated,*

*Noting further that Moncef Kateb, the President of the WIPO Staff Association, who had been arbitrarily dismissed in September 2014 while defending staff members, had still not been reinstated by the Director General of WIPO, despite assurances from the latter that he would reconsider his decision,*

*Regretting that the Director General had engaged in retaliatory action against the WIPO Staff Council and Staff Association, and had sought to destroy the duly elected WIPO Staff Council through the Administration's organization of its elections of a new Staff Council designed to replace the Council duly elected by the members of the WIPO Staff Association. In so doing this would create a more compliant and management-friendly Staff Council and eventual staff union by imposing and organizing new elections in a deliberate attempt to interfere in staff association matters, counter to the Statutes of the WIPO Staff Association and the jurisprudence of the Administrative Tribunal of the International Labour Organization (ILOAT),*

*Further regretting that for the second year running, the WIPO Staff Association is obliged to hold its annual General Assembly outside WIPO due the hostility of the WIPO Administration and its refusal to allow representatives from other international federations or staff associations/unions to attend said assembly,*

*Noting that the Director General of UPU had retaliated against the UPU Staff Association Committee and its President on repeated occasions, in particular by launching an investigation process against the President of the Staff Association for alleged inappropriate words exchanged with another staff member,*

*Noting further that the Director General imposed an unbalanced, disproportionate and extremely harsh sanction on the President of the Staff Association, which consisted of three months suspension from duty without salary and which is now under appeal at the ILOAT,*

*Considering that three weeks before the retirement of the President of the Staff Association, she was once again subjected to another administrative decision of suspension with a call for another investigation based on an alleged violation of IT communication with UPU staff while the President was facilitating an Extraordinary General Assembly requested by over seventy percent of the staff association members,*

*Recalling that* all United Nations staff, including the Heads of UN agencies and other affiliated international organizations, must respect fundamental rights, must not interfere in the freedom of association and must comply with the rules and regulations set forth by the United Nations Common System and the internal rules and regulations of their respective organizations.

**Calls** upon the Secretary-General of the United Nations, the Chair of the HLCM, the Executive Head of the International Labour Organization, the Heads of all other relevant bodies and institutions, the Member States of each and every common system organization, the Special Rapporteurs for the freedom of association and human rights, in the interest of maintaining effective and equitable staff/management relations and mutual respect, to intercede directly with the management and direction of WIPO and UPU in order to ensure that both the WIPO Director General and the Director General of UPU cease to interfere in the right of association and respect the rights of the duly elected representatives of staff to defend their constituents without fear of threats, intimidation or retaliation.

**Resolution 69/2****THE STATUS OF STAFF/MANAGEMENT RELATIONS AT FAO**

*The Council of the Federation of International Civil Servants' Associations (FICSA) at its 69th Session (ICAO Montreal, 25 to 29 January 2016),*

*Having heard* the report of the FICSA Executive Committee on the work stoppage that took place at FAO Headquarters in Rome from 23 to 26 March 2015, during the 151<sup>st</sup> session of the FAO Council,

*Having been apprised* of the further and ongoing deterioration of staff/management relations at FAO,

*Recognizing* that FAO Management is increasingly undermining staff/management relations by delegitimizing the role of staff representative bodies, ignoring FAO Regulations and fundamental standards for human resources management,

*Noting* that a growing number of emerging issues remain unresolved, including the recent abolition of the pensionable language allowance for newly-recruited General Service staff, effective 1 January 2016 and the unwarranted abolition of public vacancy announcements for General Service posts,

*Extremely concerned* about the alarming delays in the system of internal justice at FAO:

1. **Urges** the Governing Bodies of FAO to impress on the Director General of FAO the urgent need to re-establish proper staff/management relations, in full compliance with the FAO Regulations and the applicable Recognition Agreements;
2. **Requests** FICSA to support and assist the action of the staff representative bodies, as required, in solidarity with the members of the Federation; and
3. **Requests** the FICSA Executive Committee to pursue the issue, in cooperation with the staff representative bodies of FAO, in appropriate UN common system organs, such as the Fifth Committee of the United Nations General Assembly, the Governing Bodies of FAO, the CEB, the HLCM and the ICSC.

**Resolution 69/3****THE RELEASE OF THE FICSA PRESIDENT AND GENERAL SECRETARY**

We, the members of the Federation of International Civil Servants' Associations (FICSA), representing over 31 000 civil servants affiliated to 44 staff associations and unions,

Meeting at the International Civil Aviation Organization (ICAO), in Montreal, from 25 to 29 January 2016 on the occasion of the 69th session of the FICSA Council,

Recalling the contents of Council Resolutions 63/1 and 64/1 on funding for the release of the FICSA President and General Secretary,

Alarmed by the fact that, yet again, the Council was unable to elect a General Secretary owing to the unavailability of any fully released and funded candidates,

Recalling that the Consultative Committee on Administrative Questions (CCAQ) at its 52nd session recognized the need to grant officers of the Federation all possible facilities to enable them to carry out their duties responsibly and reaffirmed the principle of full-time release from duties for the two highest officers of FICSA,

Further recalling that, in March 1982, the CCAQ agreed that the cost of the two staff members seconded to serve in FICSA should be borne by all organizations, the exact modalities to be worked out by the CCAQ,

Also recalling that the Human Resources Network (HRN) acknowledged the importance of staff representation and sought commitment from all organizations to release staff when they were elected by the staff federations,

Reaffirming the Federation's freedom to elect the best candidates from among its members, irrespective of the releasing organization,

Acknowledging the increasing difficulty, due to lack of funding and release, of securing an adequate number of candidates to hold the highest offices in the Federation,

Recalling that at its 19th meeting in February 2010, the HRN agreed upon a cost-sharing formula for funding the release and relocation costs of the FICSA General Secretary for the term of office 2010/11,

Further reaffirming that, for the effective functioning of the Federation, it is crucial that the General Secretary be located at the Federation's headquarters in Geneva, Switzerland,

Dismayed that the long standing practice of organizations to meet the costs of the release of the FICSA President and General Secretary has not been consistently fulfilled since 2008 and that the requests are often rejected by executive heads,

Deeply concerned that the lack of such financial support undermines the right of staff representatives to be elected to the office of either President or General Secretary of FICSA and thus runs counter to the Standards of Conduct of the International Civil Service as it hampers the establishment of an “enabling environment [which] is essential for constructive staff-management relations and serves the interests of the organizations”,

Noting that in its report JIU/REP/2012/10, the Joint Inspection Unit recommended that “the legislative or Governing Bodies of the organizations under review should mandate their Executive Heads to prioritize the development of a burden-sharing formula and agreement with regard to financing all costs associated with the representational function of officials of staff federations that are recognized in the ICSC statutes and rules of procedures”,

Call upon the FICSA Executive Committee to reiterate to the High-level Committee on Management (HLCM) the urgency of finding a sustainable funding solution for the release of the President and the General Secretary;

Urge the HLCM to substantiate its commitment to the principles of freedom of association and effective staff representation by facilitating a sustainable cost-sharing mechanism from among those organizations, whose staff associations are members of FICSA, for both the full release of the President and the full release and relocation of the General Secretary;

Request the FICSA Executive Committee to intensify its efforts to achieve a permanent solution in all possible fora, including the forthcoming meeting of the Working Group on cost-sharing and the subsequent sessions of the HRN and the HLCM; and

Instruct the FICSA Executive Committee to explore all legal avenues and report back to the FICSA membership on any progress.

**Resolution 69/4****THE STATUS OF STAFF/MANAGEMENT RELATIONS AT  
THE EUROPEAN PATENT OFFICE (EPO)**

*The Council of the Federation of International Civil Servants' Associations (FICSA) at its 69th Session (ICAO Montreal, 25 to 29 January 2016),*

Noting that in the course of 2014, 2015 and 2016, the basic principles of freedom of speech and right of association were severely undermined at the European Patent Office (EPO),

Noting further that the President of the EPO went beyond the recommendations of the disciplinary committees and punished arbitrarily and disproportionately Ms. Elizabeth Hardon, Chair of the Local Staff Committee in Munich and Chair of the Staff Union of the EPO (SUEPO) Munich by dismissing her with a 20% cut of her pension rights and Mr. Ion Brumme, Member of the Central Staff Committee Munich and former chair of SUEPO Munich by dismissing him and Ms. Malika Weaver, Member of the Central Staff Committee in Munich and Treasurer of SUEPO Munich, by downgrading her 8 steps,

Noting further that the recent deterioration in the working relations between EPO Management and the Staff Committee members has recently led to unfounded investigations and allegations which may lead to further retaliation,

**Calls** upon the delegations of the Administrative Council of the European Patent Organisation, in the interest of restoring effective staff/management relations and mutual respect, to intercede directly with the EPO Management in order to ensure that the dismissed staff representatives and SUEPO officials are reinstated without delay and that all staff representatives can defend the legitimate interests of staff without fear, threats, intimidation or retaliation in keeping with the basic principles of freedom of speech and right of association.

**Annex 3****REPORT OF THE STANDING COMMITTEE ON LEGAL QUESTIONS**

Chair	Andrès Orias-Bleichner (WMO)
Vice-Chairs	Elena Rotondo (FAO/WFP-UGSS)
	Gemma Vestal (WHO/HQ Geneva)
Rapporteur/Information Officer, FICSA	Brett Fitzgerald (WIPO)
Treasurer, FICSA	Gaston Jordan (ICAO)
Member, FICSA Executive Committee	Irwan Mohd Razali (WHO/HQ K.Lumpur outpost)
Regional Representatives	Patanjali Dev Nayar (WHO/SEARO New Delhi)

**Participants**

AP-in-FAO	Christopher Pardy
FAO/WFP-UGSS	Silvia Mariangeloni Mauro Pace
IAEA	Nabil Sahab
ICAO	Walter Parks
IMO	Brice Martin Castex Edwin Titi-Lartey
ITU	Akim Falou Dine Christian Gerlier Varghese Joseph
OSCE (special status)	Nizar Zaher
PAHO/WHO Washington	Rodolfo Calderon
UNESCO	Amani El-Sheikh Elia Matias
UNFCCC	Ronald de la Cruz
UNGSC	Ezio Capriola
WHO/AFRO Brazzaville	Christian Pethas Magilad
WHO/EURO Copenhagen	Antonella Biasiotto

WHO/WPRO Manila

Ruel Serrano

WIPO

Najib Ben Helal  
Brett Fitzgerald  
Christopher Mason

### **Member with associate status**

ECB

Marco Luigi Fassetta

### **Members with consultative status**

EPO

Alain Rosé  
Johannes Schaaf

OPCW

Yvonne Lane

## **Introduction**

1. The Standing Committee on Legal Questions (SCLQ) met on Tuesday, 26 January 2016, in two sessions. The first session was held from 14:00 to 15:45 and the second session from 16:00 to 18:00.

### **Adoption of the agenda (Agenda item 1)**

2. The Standing Committee adopted the following agenda:

1. Adoption of the agenda
2. Election of the rapporteur
3. Internal Justice Reform and access to justice for United Nations staff
4. Legal assistance mechanisms available to the Federation's member associations/unions
5. Update on the legal defence case of three ICO staff which was financially supported by FICSA in 2014
6. Non-release of a FICSA General Secretary candidate from UGSS-FAO
7. UPU staff representation and follow up on the situation of the Staff Association President regarding suspension without pay
8. ICCO relocation
9. Legal capacity building activities for the FICSA membership
10. FICSA Statutes
11. FICSA legal personality
12. Legal insurance (right for legal representation – Fifth Committee)
13. Other business
14. Nomination of Standing Committee officers and core group members



### **Election of a rapporteur (Agenda item 2)**

3. Mr. Brett Fitzgerald (WIPO) was nominated rapporteur.

### **Internal Justice Reform and access to justice for United Nations staff (Agenda item 3)**

4. The Committee was informed of the meeting of legal advisers of ILOAT member organizations held in September 2015 where the following issues had been discussed: (i) the impact of Tribunal's increasing membership on its capacity to manage caseload; (ii) any perceived weaknesses in the Tribunal's operation and proposed measures for improvement; and (iii) the repeal of Article XII of the Tribunal's Statute and the possible establishment of an appeals mechanism. The main topic of discussion at the above meeting was the backlog of cases at the ILOAT.

5. The Governing Body of the International Labour Office would be meeting from 10 to 24 March 2016 at which time proposed amendments to the Statute of the Tribunal would be deliberated.

6. One of the proposals was to repeal Article XII of the Statute and its annex since the review procedure under that Article was open only to defendant organizations and not to staff members. As such, it was viewed that the Article did not meet the main principle of equality of access to courts and tribunals. It would also be proposed that the Tribunal be granted the authority to 'consider applications for interpretation, execution or review of a judgment'. Further changes to be proposed described the conditions which would have to be met by an intergovernmental organization in order to recognize the jurisdiction of ILOAT and a provision which would allow the ILO Governing Body to withdraw the acceptance of the recognition of jurisdiction.

### **Legal assistance mechanisms available to the Federation's member associations/unions (Agenda item 4)**

7. Document FICSA/C/69/LEGAL/CRP.3 entitled *Discussion paper on the use of the Legal Defence Fund and the legal retainer with or without legal protection insurance* was presented by the former Chair and the Rapporteur. During the extensive discussion on the three issues, it was mentioned that the survey among FICSA member associations/unions, which had been conducted in 2015 with regard to legal protection insurance, had produced very few responses. As such, it was not possible to draw any conclusions thereon.

8. The Rapporteur explained the terms and conditions of the special retainer agreement with one lawyer and the confusion concerning its usage. Although some FICSA members had requested to use a certain number of hours of legal advice under that retainer agreement, the approved requests were not being paid through the retainer agreement, but were in fact being paid by FICSA on a services-needed basis. In fact, the lawyer named in the retainer agreement had not been invoicing FICSA for the contractual amounts listed in the retainer for at least several years. The Rapporteur explained that the retainer agreement might not even be considered legally valid since the terms of the agreement had not been respected for quite some time. Some participants were of the view that there should not be a legal retainer with

only one lawyer, while others stated that, given the limited usage of the retainer agreement, it should be formally cancelled.

**The Standing Committee therefore agreed to request the Executive Committee to notify formally the lawyer of the cancellation of the special retainer agreement, and that the Executive Committee should continue to use the services of more than one lawyer on a services-needed basis.**

**The Standing Committee also agreed that the options presented at the 68<sup>th</sup> session of the Council in regard to contracting a common package of legal protection insurance for all FICSA members, through a private insurance company, were too costly and therefore should no longer be considered a viable option.**

**The Executive Committee was also requested to prepare/update FICSA's roster of lawyers.**

#### **Update on the legal defence case of three ICO staff, which was financially supported by FICSA in 2014 (Agenda item 5)**

9. The President of FICSA provided an update on the legal defence of the ICO staff, whose legal defence had been financially supported in part by FICSA in 2014. The update was contained in the background document pertaining to the item.

#### **FAO's refusal to grant release to UGSS's candidate for the position of FICSA General Secretary (Agenda item 5a)**

10. FAO/WFP-UGSS presented the item. Two major matters, which arose during the discussion, were: (a) the general question of the legal basis for the FAO/WFP-UGSS assuming that the FAO administration was obliged to grant such release, to which the FAO/WFP-UGSS representative replied that the assumption was based on an earlier decision of the HR Network; and (b) the request from the FICSA President that such an appeal should preferably not be filed until after the HLCM Working Group established to study the FICSA cost-sharing proposal had met in March 2016, so as to not create a political situation which could work against the Federation's efforts to obtain a cost-sharing agreement. The Standing Committee members agreed that FAO/WFP-UGSS could file its appeal after the HLCM Working Group had met in March 2016.

11. The FAO/WFP-UGSS representative also argued that by denying the release of a candidate to run as General Secretary of FICSA, the administration was also denying the right of staff representation. Furthermore, she indicated that the administration had misrepresented some of the facts.

**Although it had initially been decided that FAO/WFP-UGSS would prepare and present to the Standing Committee a draft resolution on the issue, following subsequent discussions FAO/WFP-UGSS decided to submit the draft resolution to the Standing Committee on Staff/Management Relations which was discussing the same issue.**

### **UPU staff representation and follow up on the situation of the Staff Association President regarding suspension without pay (Agenda item 6)**

13. The FICSA President provided background information on the events that had led to the suspension of the President of the UPU Staff Association shortly before her planned retirement. Although FICSA has not been informed officially, it would seem that a partial Staff Council has recently been elected but not yet approved by the General Assembly of the UPU Staff Association, which was apparently a requirement at UPU.

**The Standing Committee agreed that the FICSA Executive Committee would continue to monitor the situation closely and work with both the former President and any new Staff Council duly elected and recognized by the UPU Staff Association.**

### **ICCO relocation (Agenda item 7)**

14. The FICSA President presented a summary of the background document entitled *International Cocoa Organization* and explained that the two main issues were: (a) the decision to relocate the ICCO Office from London to Abidjan; and (b) the decision to review the existing Staff Regulations and Rules.

15. Although the Standing Committee understood the difficult situation and the impact that the decision to relocate could have on existing staff, it was nevertheless of the view that an organization had the prerogative to choose whatever location was best suited to its business model, provided that due compensation packages were provided in full accordance with the contractual arrangements in force.

### **Legal capacity building activities for the FICSA membership (Agenda item 8)**

16. The Chair invited the members of the Standing Committee to review the FICSA training catalogue and identify any possible training courses/workshops which might be required during 2016. Such requests would need to be well coordinated within a defined training plan, following which an estimated cost could be proposed to the Ad hoc Committee on Administrative and Budgetary Questions. It was suggested that perhaps two training events could be organized. Further consideration of that suggestion would be required in order to better define the specific training requests and corresponding logistics.

### **FICSA Statutes (Agenda item 9)**

17. Mr. Jason Sigurdson (UNAIDS), former Chair of the Standing Committee, who participated in the meeting via Skype, provided a summary of the discussions that had been held on the agenda item in the meeting with the heads of delegations. It had been agreed in that meeting that the proposed revisions to the Statutes would be sent to FICSA members using an electronic tool (Survey Monkey) so that members could either agree or disagree with each proposed amendment. Furthermore, the possibility of supplying a separate field could be provided for purposes of submitting comments or questions. Once the responses had been received within

the deadline set for the end of March, the Executive Committee could organize a video-conference for the purposes of resolving any outstanding requests for amendment.

18. The Rapporteur suggested that the item be dealt with in conjunction with the Working Group on Strategic Development, as the issue of revising the FICSA Statutes had also been added to the agenda of that Working Group.

#### **FICSA legal personality (Agenda item 10)**

19. Discussions were held at length in regard to FICSA's legal personality, following which the Rapporteur stated that a clear distinction should be made between: (a) UNOG's request that well documented proof be provided demonstrating the link between FICSA and UNOG (as an organization and not as the UN common system); and (b) FICSA's legal personality.

20. It was clarified that the UN Office of Legal Affairs in New York had not agreed to sign the earlier draft version of a Memorandum of Understanding between FICSA and UNOG, and that UNOG had requested documented evidence as described in point (a) of the preceding paragraph. As it was stated that Mr. Ed Freeman had previously performed some research on the matter, including the issue of FICSA's legal personality, the Standing Committee agreed to request from the Ad hoc Committee on Administrative and Budgetary Questions a budgetary amount to cover up to 40 hours of legal work, if required, on the condition that the Executive Committee would first locate and study the work performed earlier, in order to determine whether it addressed the issue adequately or whether further research and analysis would be required.

**The Standing Committee unanimously rejected the idea of registering FICSA as an NGO.**

**Consequently, the Committee agreed to mandate the Executive Committee to conduct a study as described in paragraphs 11 and 12 of document FICSA/C/69/LEGAL/CRP.2, with the exception of 12 (iv), which referred to NGO status. A budgetary amount should be requested from the Ad hoc Committee on Administrative and Budgetary Questions for a budgetary allocation to cover up to 40 hours of legal work for the purpose of conducting this study.**

#### **Legal insurance (right for legal representation – Fifth Committee) (Agenda item 11)**

21. The general information relative to the agenda item was contained in the background document entitled *Legal insurance (right for legal representation)*.

22. Considering that the new internal system of justice at the United Nations provided for free legal assistance to all staff, it was suggested that the service could also be implemented in the specialized agencies. The Committee was invited to explore possible ways of extending the coverage.

23. One participant referred to the right of free legal representation made available by at least one Member State to all of its citizens. However, as was pointed out, that applied only in the case of defence when accused of a criminal offence.

**The Standing Committee agreed to request the Executive Committee to explore possible options for extending the free legal services available from the UN office to agencies as well. Alternatively, the Standing Committee recommended that the agencies create equivalent offices or mechanisms in their own respective organizational structure.**

**Other business (Agenda item 12)**

24. Participants presented no other matters to the meeting.

**Nomination of Standing Committee Officers and core group members (Agenda item 13)**

25. Andrès Orias-Bleichner (WMO) was elected as Chair and Gemma Vestal (WHO/HQ Geneva) and Elena Rotondo (FAO/WFP-UGSS) as Vice-Chairs for the current year. The core group was open to all participants in the meeting.

**Annex 4****REPORT OF THE STANDING COMMITTEE ON HUMAN RESOURCES MANAGEMENT**

Chair	David Barrett (WHO/EURO Copenhagen)
Vice-Chair/Regional Representative	Lisa Villard (IAEA)
Rapporteur	Elena Rotondo (FAO/WFP-UGSS)
President, FICSA	Diab El-Tabari (UNRWA/ASA)

**Participants**

AP-in-FAO	Juan José Coy Giròn
FAO/WFP-UGSS	Margarita 'Peggy' Brattlof Silvia Mariangeloni Mauro Pace
IAEA	Katja Haslinger Nabil M. Sahab
ICAO	Walter Parks
IFAD	Alessandra Pani
IMO	Brice Martin-Castex Sarah Rabau-Dunlop Edwin Titi-Lartey
ITU	Sylviane Asseraf Henri-Louis Dufour Akim Falou-Dine Christian Gerlier Christine Gimenez
OSCE (special status)	Nizar Zaher
PAHO/WHO Washington	Rodolfo Calderon Pilar Vidal Estevez
SCBD	Lisa Pedicelli
UNAIDS	Tanya Quinn-Maguire
UNFCCC	Ronald de la Cruz Peter Kakucska

UNGSC	Ezio Capriola Vincenzo de Leo Cosimo Melpigano
UNESCO	Amani El-Sheikh Sandra Gallet Elia Matias
UNRWA/ASA	Daoud Korman
UNWTO	Vanessa Satur
WHO/AFRO Brazzaville	Lydie Fanny Gassackys
WHO/EURO Copenhagen	Antonella Biasiotto
WHO/HQ Geneva	Marina Appiah Gemma Vestal
WHO/HQ (GSC K.Lumpur)	Balachandar Krishnasamy
WHO/SEARO New Delhi	Arun Shrivastava
WHO/WPRO Manila	Kelvin Khow
WIPO	Najib Ben Helal Christopher Mason
WMO	Jalil Housni Andrès Orias
<b>Member with associate status</b>	
ECB	Marco Luigi Fassetta
<b>Members with consultative status</b>	
EPO	Alain Rosé Johannes Schaaf
OPCW	Stéphane Hohn Yvonne Lane

## **Federations with observer status**

FUNSA Ethiopia

Makane Faye

FUNSA Guinea

Mariama Dioubate

## **Introduction**

1. Under the chairpersonship of Mr. David Barrett (WHO/EURO Copenhagen), the Standing Committee met twice to address items 1-11 of its agenda.

## **Adoption of the agenda (Agenda item 1)**

2. The Standing Committee adopted the following agenda:

1. Adoption of the agenda
2. Election of the rapporteur
3. Report of the Chair on the previous year's activities (Report by the Executive Committee on non-staff and contractual status/interagency mobility/redeployment exercise/job classification)
4. Performance management (appraisal)
5. Training for the upcoming year<sup>2</sup>  
<http://www.ficsa.org/library/ficsa-documentation.html?sid=2431:FICSA-Training-catalogue>
6. UNGLOBE (LGBTI)
7. Mandatory age of separation (MAS)
8. Parental leave
9. Whistleblowing policy for UN
10. Other business
11. Nomination of Standing Committee officers and core group members

## **Election of the rapporteur (Agenda item 2)**

3. Ms. Elena Rotondo (FAO/WFP-UGSS) was appointed Rapporteur.

## **Report of the Chair on the previous year's activities (Report by the Executive Committee on non-staff and contractual status/interagency mobility/redeployment exercise/job classification) (Agenda item 3)**

4. Mr. Barrett explained that since the Chair of the Standing Committee had to resign during 2015, a written report was not available. However, Ms. Lisa Villard (IAEA) and Mr. Diab El-Tabari, FICSA President, provided the Committee with a short summary of the main issues pertaining to Human Resources Management (HRM). The FICSA Executive Committee was heavily involved in the compensation package review and that had resulted in the necessity to prioritize issues according to the ICSC and common system agendas, neglecting some of the action points raised

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<sup>2</sup> Please refer to the FICSA training catalogue on the FICSA website.



by the Standing Committee at its previous session. Mr. El-Tabari went on to outline the main focus areas of the FICSA Executive Committee with regard to HRM (see document FICSA/C/69/7).

#### **Performance management (appraisal) (Agenda item 4)**

5. In order to facilitate discussions, the Chairperson defined performance management as a means for fully maximizing staff potential and addressing areas that required further development/support, and linking each individual's work goals to the overall mission of the organization(s).

6. At its 68<sup>th</sup> session, the FICSA Council had requested that a survey reviewing performance management systems throughout the United Nations be distributed to the membership. The results depicted a system-wide shortfall in the areas of acknowledgement of good performance (including awards), fairness and transparency of processes, accountability and rebuttal procedures, resulting in staff demotivation.

7. The Standing Committee was reminded that the ICSC had set up a working group on performance management which had resulted in a Performance Management Framework in 2011; however, as for most things in the common system, each agency had adopted its own set of guidelines/rules. The representative from IFAD noted that some organizations, such as IFAD, had adopted a pay-for-performance scheme. The Committee was informed that the HR Network would be discussing a mechanism to evaluate organizations' performance management systems and, at its next session, it would define indicators. It was generally felt that performance appraisal was often used for sanctioning purposes (such as withholding within grade increases/steps, hindering career development and redeployment/mobility) rather than for recognition. The Standing Committee unanimously agreed that a general problem persisted in respect of the transparency and fairness of the processes awarding promotions, career development or, vice versa, sanctioning poor performance.

**The Standing Committee recommended that the FICSA Executive Committee participate in the HR Network discussions on performance appraisal evaluation in order to: (i) influence positively the formulation of indicators under development; and (ii) ensure that organizations were compelled to adopt sound performance management systems, with particular emphasis on transparency and fairness of processes.**

**The Standing Committee further recommended that the Executive Committee pursue future discussions within the ICSC on performance rewards and recognition, which had been removed from the compensation package review.**

#### **Training for the upcoming year (Agenda item 5)**

8. The Standing Committee reviewed options for 2016 and selected the following packages:

- Bullying and harassment (Simon Ferrar) – UNAIDS/WHO Geneva, £1,000 + DSA and flight
- Negotiation skills (Simon Ferrar) – WHO/AFRO Brazzaville (tbd) £1,000 + DSA and flight

- Legal appeal process: what are my rights? (Laurence C. Fauth) – WHO/HQ (Kuala Lumpur) €1,900 + DSA and flight

**The Standing Committee recommended that the sum of CHF 5,000 + 3x DSA and 3x flight be allocated for training purposes.**

### **UN-GLOBE (LGBTI) (Agenda item 6)**

9. The Standing Committee reflected on the presentation made the previous day by ‘Alfonso’ Hyung Hak Nam, President of UN-GLOBE, in which he outlined three main areas of focus for UN-GLOBE: discrepancies between the rules and regulations of organizations and those of the United Nations Joint Staff Pension Fund (UNJSPF) in recognizing civil partnerships; parental leave; and mobility and rotation in family classified duty stations where LGBTI persons were criminalized. The Committee unanimously expressed its support for the issues brought forward by UN-GLOBE.

### **Mandatory age of separation (Agenda item 7)**

10. The Chair and Mr. El-Tabari outlined the recent adoption of the mandatory age of separation (MAS) set at 65 for all staff employed as of 1 January 2014, while the early retirement age had been set at 58. The decision would enter into effect in all organizations no later than 1 January 2018. FICSA had lobbied for an earlier implementation date in order to allow staff close to the current MAS (60/62) to opt for the new system, thus permitting them to accumulate more years towards their pensions and medical coverage. It was reported that some organizations had strongly opposed that proposal.

11. The Standing Committee invited all staff representative bodies to press, in their respective agencies, for the implementation of that rule at an earlier date, given that its implementation was still at the discretion of the executive heads. Furthermore, Mr. El-Tabari spoke of it as being advisable to have issued an official communication on the changes to the rules and regulations in each organization. He invited the staff representative bodies to ensure that an official communication was issued in each agency in the interest of making things easier for staff members to plan ahead.

**The Standing Committee recommended that all Staff Representative Bodies should advocate, in their respective agencies, for the implementation at an earlier date of the new rule on mandatory age of separation.**

**The Standing Committee requested that the FICSA Executive Committee conduct a survey of the membership in order to develop a matrix tool that included the agency name, the date of the switch to the new mandatory age of separation and whether that item had been put on their respective governing bodies’ agenda. Via that tool, the FICSA Executive Committee would be able to ascertain whether any agencies were lagging behind or late in implementing the new rule. It would link that information to the respective governing body meetings where FICSA could then lobby.**

## Parental leave (Agenda item 8)

12. There was a wide variety of approaches within the UN common system with regard to paternal leave. Most organizations granted both maternity and paternity leave, as well as some form of adoption leave. Nonetheless, those options remained gender-biased and did not reflect all family types. Furthermore, the primary focus of those provisions thus far had been on the wellbeing of the parent rather than that of the child. Introducing parental leave instead of an array of other provisions would: (a) ensure gender neutrality; and (b) put the primary focus on the well-being of the family.

13. Furthermore, interlinked issues of breastfeeding rights and recognition of surrogacy were also discussed. Some countries and United Nations organizations were setting high standards in that respect and could provide valid practices to build upon for policy formulation (e.g. UNICEF and the Scandinavian countries). IAEA informed the Standing Committee that their nursing policy had been extended up to the age of two years for each child.

14. The Standing Committee concurred that the current provisions were insufficient and outdated. FICSA ought to advocate for a shift to parental leave policy in all organizations. Furthermore, it felt that the current leave time should be extended to a minimum of one year for all staff. Mr. El-Tabari reported that FICSA had requested that the item be discussed at the upcoming meeting of the High-Level Committee on Management (HLCM) (22 and 23 March 2016). In that connection, the Standing Committee decided to set up a working group to swiftly identify best practices in support of the Federation's advocacy in the forthcoming HLCM session. The names of the Working Group members were as follows:

Margarita 'Peggy' Brattlof (FAO/WFP-UGSS)  
Taavi Erkkola (UNAIDS)  
Alessandra Pani (IFAD)  
Patanjali Dev Nayar (WHO/SEARO New Delhi)

**The Standing Committee recommended that the FICSA Executive Committee advocate for a shift in policy towards encompassing parental leave and the extension of that leave to a minimum duration of one year.**

**The Standing Committee further recommended that the FICSA Executive Committee urge organizations to adopt a child nursing policy up to the age of 2 similar to that of the IAEA.**

**The Standing Committee decided to set up a working group to swiftly identify best practices in support of the Federation's advocacy at the forthcoming HLCM session in March 2016.**

## Whistleblowing policy for UN (Agenda item 9)

15. As background to the agenda item on the UN whistleblower protection policy, the Chair provided information on the investigation of a UN staff member, a human rights official who was removed from his post by the UN for leaking, to the respective national authority, a confidential internal report documenting the sexual abuse of children by members of a UN peace-keeping force. While the staff member maintained that he had acted as a whistleblower,

the UN leadership violently disagreed as he had not forwarded the document to higher authorities within the UN. It was claimed that there had been no cover-up and therefore the staff member did not qualify for protection under UN whistleblower protection policy. The matter was taken up by an external appeal tribunal, which had ruled in favour of the staff member. The OIOS and an internal investigation panel had been convened; both had found in favour of the staff member.

16. The Standing Committee reviewed the relevant information documents provided (Secretary-General's Bulletin ST/SGB/2005/21 and revisions to the UN Whistleblower Protection Policy proposed by the Government Accountability Project) and agreed that adjustments had to be made in order to ensure the safety and protection of all UN employees in such cases.

**The Standing Committee recommended that the FICSA Executive Committee with the other staff federations, CCISUA and UNISERV, formulate for presentation to the HLCM and the UN General Assembly a mutually agreeable proposal for changes to the current whistleblower protection policy outlined in the Secretary-General's Bulletin ST/SGB/2005/21 based on revisions proposed by the Government Accountability Project.**

#### **Other business (Agenda item 10)**

17. The Standing Committee was briefed on current developments in FAO with regard to the abolition of reclassification of positions based on job growth in order to flag the issue for other SRBs and help them prepare for such staff-adverse proposals being put forward by administrations throughout the UN system.

#### **Nomination of Standing Committee officers and core group members (Agenda item 11)**

18. The Standing Committee recommended that David Barrett (WHO/EURO Copenhagen) be elected as Chair and Lisa Villard (IAEA) and Lisa Falcone (FAO/WFP-UGSS) (to be confirmed) as Vice-Chairs.

19. The following were nominated as core group members:

Arun Shrivastava (WHO/SEARO New Delhi)  
 Pilar Vidal Estevez (PAHO/WHO Washington)  
 Rodolfo Calderon (PAHO/WHO Washington)  
 Ronald De la Cruz (UNFCCC)  
 Kelvin Khow (WHO/WPRO Manila)  
 Akim Falou Dine (ITU)  
 Gemma Vestal (WHO/HQ Geneva)  
 Balachandar Krishnasamy (WHO/HQ K. Lumpur outpost)  
 Alessandra Pani (IFAD)  
 Margarita 'Peggy' Brattlof (FAO/WFP-UGSS)  
 Elena Rotondo (FAO/WFP-UGSS)  
 Christopher Mason (WIPO)

**Annex 5**

**REPORT OF THE STANDING COMMITTEE  
ON SOCIAL SECURITY / OCCUPATIONAL HEALTH AND SAFETY**

Co-Chairs	Tanya Quinn-Maguire (UNAIDS)
Rapporteur	Katja Haslinger (IAEA)
President, FICSA	Peter Kakucska (UNFCCC)
Acting General Secretary, FICSA	Diab El-Tabari (UNRWA/ASA)
Treasurer, FICSA	Imed Zabaar (IAEA)
Regional Representatives	Gaston Jordan (ICAO)
	Bernadette Fogue (WHO/AFRO Brazzaville)
	Lisa Villard (IAEA)

**Participants**

AP-in-FAO	Juan José Coy Giròn
FAO/WFP-UGSS	Svend Booth Mauro Pace
IAEA	Nabil M. Sahab
ICAO	Viera Seben
IMO	Sarah Rabau-Dunlop Sue Wilton
ITU	Sylviane Asseraf Henri-Louis Dufour Christine Gimenez
OSCE (special status)	Roman Langthaler Nizar Zaher
PAHO/WHO	Pilar Vidal
UNFCCC	Maria Garcia
UNGSC	Vincenzo De Leo Cosimo Melpignano
UNWTO	Vanessa Satur
WHO/AFRO Brazzaville	Modinah Chingoma

	Lydia Gassackys
WHO/EURO Copenhagen	David Barrett Kay Miller
WHO/HQ Geneva	Marina Appiah
WHO/HQ K. Lumpur outpost	Balachandar Krishnasamy Joseph Stephen Ragan
WHO/SEARO New Delhi	Arun Shrivastava
WHO/WPRO Manila	Kelvin Khow Ruel Serrano
WMO	Jalil Housni Andrès Orias

#### **Members with associate status**

ECB	Marco Luigi Fassetta
OPCW	Stéphane Hohn

#### **Member with consultative status**

FAFICS	Jean Bacon
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#### **Federation with observer status**

FUNSA Guinea	Mariama Dioubate
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#### **Guest**

CCISUA	Egor Ovcharenko
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#### **Introduction**

1. Under the co-chairmanship of Ms. Tanya Quinn-Maguire (UNAIDS) and Ms. Katja Haslinger (IAEA), the Standing Committee met twice to address items 1-11 of its agenda.
2. The first session of the Standing Committee was dedicated to a video conference presentation and questions and answers with the United Nations Joint Staff Pension Fund (UNJSPF) Secretariat. The presentations made by the UNJSPF as well as a summary of the Q&A are appended to this report (Appendix 1, 2 and 3, respectively). Please refer to agenda items 8 and 9 for the recommendations of the Standing Committee on that issue.

### **Adoption of the agenda (Agenda item 1)**

3. The Standing Committee adopted the following agenda:
  1. Adoption of the agenda
  2. Election of the rapporteur
  3. Brief report from the Co-Chairs on activities since the 68<sup>th</sup> FICSA Council
  4. Update on the issue of after-service health insurance (ASHI) by SOCSEC Co-Chair and FAFICS representative
  5. Results of questionnaire on making the UN a barrier free environment for disabled
  6. Dignity at work policy
  7. UNCARES
  8. Delay on payments for new pensioners
  9. Recognition of the personal status by the Pension Fund
  10. Other business
  11. Nomination of Standing Committee officers and core group members

### **Election of the Rapporteur (Agenda item 2)**

4. Mr. Peter Kakucska (UNFCCC) was elected Rapporteur.

### **Brief report from the Co-Chairs on activities since the 68th FICSA Council (Agenda item 3)**

5. Noting the fact that the video conference with the UNJSPF had taken up the first session allocated to the Standing Committee, the Chair proposed, in the interest of time, that the Committee members refer to the report of the FICSA Executive Committee, which reported on the follow up to each recommendation from the Standing Committee to the 68<sup>th</sup> Council. That suggestion was agreed to and the agenda item was closed.

### **Update on the issue of after-service health insurance (ASHI) by SOCSEC Co-Chair and FAFICS representative (Agenda item 4)**

6. Ms. Tanya Quinn-Maguire (UNAIDS), Co-Chair of the Standing Committee, recalled the Committee's session on the topic from the previous year. She noted that the Committee had benefited from the input of a FAFICS representative who had been following the topic in all the relevant fora and had agreed to share information with FICSA in that regard. In August 2015, FICSA had been invited to participate in the Working Group on ASHI and had nominated Ms. Quinn-Maguire to represent the Federation. Document FICSA/CIRC/1210, which was posted as a background document for the Standing Committee, contained the report on FICSA's participation in that Working Group. It was also noted that the final report of the ASHI Working Group had been posted for information (Document A/70/xxxx, Managing After-Service Health Insurance Liabilities, Report of the Secretary-General). It was noted that the key interventions from FICSA concentrated on the social and acquired rights of staff. It was suggested that the Standing Committee should recommend that FICSA ensure its continued representation in the Working Group.

7. During the ensuing discussion, it was noted that FAFICS was particularly concerned about the mention of national health schemes in the report of the Secretary-General (see the FICSA website for the full statement). Other members of the Standing Committee concurred with that view; however, PAHO/WHO noted that they were not necessarily against the option. ASHI liabilities were seen as a major concern, while ICAO reported concern over their organization's funding of the ASHI liability of their organization which had been interpreted by some as a financial liability for staff. FAO noted that one of their staff members had suggested that retirees should be able to choose their own plan and not be bound to the ASHI of their organization.

8. The Co-Chair responded to the concerns raised by noting that there had been no agreement by the Working Group on the issue of national health schemes. FICSA's position in that regard was that national schemes should only be used in conjunction with existing UN system health insurance plans, which would continue to be the primary source of health insurance.

9. With regard to the funding of the liability, FICSA's position was that the ASHI liability was the organization's liability and should not be transferred to staff. It was stressed that the liability had arisen owing to a lack of appropriate management and forethought. It was noted that the Working Group in general had shared that opinion.

**The Standing Committee recommended that the FICSA Executive Committee should ensure continued representation on the HLCM Working Group on ASHI and maintain close contact with FAFICS.**

#### **Results of questionnaire on making the UN a barrier-free environment for disabled (Agenda item 5)**

10. Following the previous year's recommendation to the FICSA Executive Committee, a questionnaire had been sent out to the FICSA membership to assess awareness of and interest in the issue of access for the disabled (cf. FICSA 2015 background document 'Accessibility for the disabled – A design manual for a barrier free environment'). However, very few responses of the membership were received.

11. Ms. Katja Haslinger (IAEA), Co-Chair of the Standing Committee, put the question to the delegates as to whether there was any interest in following up on the issue or whether the information provided and the raising of awareness of the issue was sufficient.

12. Ms. Pilar Vidal (PAHO Washington) replied that in compliance with national law, UN buildings were being made accessible to disabled persons. However, there was no common law to follow; it would be sufficient were individual members to take the topic up with their respective managements.

13. The Co-Chair concluded that there seemed to be no need to keep the topic on the Standing Committee's agenda. It would suffice to keep the document on the FICSA website so that the membership could have access to it whenever needed.



**The Standing Committee recommended that the FICSA Secretariat keep posted on the FICSA website the background document on accessibility for the disabled as reference material for the membership.**

#### **Dignity at work policy (Agenda item 6)**

14. The Co-Chair recalled the session at the previous Council on the topic that had arisen from a desire to address harassment-related concerns in a more holistic and modern way.

15. In a follow up to Council decision FICSA/C/68/26, a questionnaire had been sent to FICSA membership on mechanisms addressing health and wellness-related concerns in organizations. It was reported that seven responses had been received, a summary of which was to be found on the FICSA website.

16. The Co-Chair asked the Standing Committee to guide the Chairs on whether there was continued interest in the topic and, if so, what the Committee would recommend for going forward.

17. It was generally agreed that there was interest in keeping the topic on the Committee's agenda.

**The Standing Committee recommended that: (a) Co-Chairs facilitate the formation of a working group on the issue of dignity at work; and (b) the FICSA Information Officer facilitate the circulation of documents on the topic among the FICSA membership.**

#### **UNCARES (Agenda item 7)**

18. The Co-Chair noted that the issue of UNCARES had been a long-standing item on the Standing Committee agenda and requested the opinion of the Committee on how they would like to address the issue in the future.

19. It was noted that the document FICSA/CIRC/1201 on the Annual UNCARES Task Force Meeting was available on the FICSA website. The FICSA representative at that meeting had noted that:

1. FICSA should continue to encourage their membership to request their administration to support UNCARES financially as in previous years;
2. FICSA should inform the membership about the availability of training from UNCARES on "Stigma beyond HIV", which addressed a number of the issues related to Dignity at Work; and
3. FICSA should include the UNCARES training on human rights in the UN workplace as a pre-Council training.

20. The Standing Committee agreed with the suggestion that FICSA send out a communication to its members once again so as to encourage them to support UNCARES financially.

21. The Standing Committee showed interest in the training offered by UNCARES. It was of the opinion that FICSA should inform its membership about the training modules and, if possible, include the core module as pre-Council training at the next FICSA Council.

22. The Standing Committee was of the opinion that the Co-Chair should contact UNCARES and suggested that UNCARES might request that it address the membership at the next FICSA Council.

**The Standing Committee recommended that the Executive Committee should: (i) encourage membership to support UNCARES financially; (ii) urge member associations to avail themselves of training offered by UNCARES; (iii) include the UNCARES core module as pre-Council training at the next session of the FICSA Council; and (iv) invite UNCARES to the next FICSA Council.**

#### **Delay on payments for new pensioners (Agenda item 8)**

23. The Co-Chair noted the general sense of frustration following the video conference with the UNJSPF Secretariat the previous day. That sentiment was echoed by a number of participants (see Appendices 1, 2 and 3 for details of the presentation, a statement by the Deputy CEO of the Pension Fund and the question and answer session).

24. It was noted that in the course of 2015, a number of former staff members had drawn the attention of FICSA to the delay in processing pension benefits to retiring staff. It was acknowledged that according to the UNJSPF, it had implemented its new Integrated Pension Administration System (IPAS) and that more than 70,000 retirees and other beneficiaries, residing in 190 countries and being paid in 15 currencies, had received their benefits through the new system accurately and on time, with no interruption in payments.

25. While recognizing that, as with any major system implementation, a certain measure of backlog might build up, which when combined with a normal ramp-up period and a higher than average volume of separations owing to downsizing in some organizations, resulted in processing delays, the Standing Committee was deeply concerned that the present turnaround time for processing benefits was on average over six months.

26. It was noted by a number of participants that despite information from the UNJSPF to the contrary, the issue of delayed payments extended to the specialized agencies as well and not just to the United Nations Secretariat.

27. The Standing Committee mooted the option of legal recourse for outstanding payments; the delegate from FAO/WFP-UGSS provided a sample letter (Appendix 4).

28. Following a brief standing committee session, the Committee agreed to the following recommendation.

**The Standing Committee recommended that the FICSA Executive Committee, in close cooperation with the other staff federations, should use all means possible, be it eventual advances or legal recourse, to urge the UNJSPF to adopt all mechanisms necessary to clear the backlog as quickly as possible, ensuring that all resources were used to reach the UNJSPF self-imposed benchmark processing time of 20 days from receipt of all correct documentation.**

### **Recognition of the personal status by the Pension Fund (Agenda item 9)**

29. It was explained that the new personal status policy recognized that the personal status of a UN employee, and subsequent entitlements, should be determined in a transparent, fair and equitable manner, while acknowledging marriage or domestic partnership legally recognized by a competent legislative authority, independent of the employee's country of origin.

30. The Standing Committee agreed to the following recommendation.

**The Standing Committee requested the FICSA Executive Committee to reiterate their appeal to the UNJSPF Pension Board, either directly or through the appropriate subcommittee or Working Group, to accept solely the personal status of the UN employee for the purposes of determining pension benefits as per policy changes made by the UN Secretariat and other UN agencies\* regarding the determination of personal status.**

**\*FAO, ICAO, IFAD, IMO, ILO, PAHO, UNAIDS, UNDP, UNESCO, UNFCCC, UNFPA, UNHCR, UNICEF, UNIMCT, UNODC, UN SECRETARIAT, UN Women, WFP, WHO, WIPO**

### **Other business (Agenda item 10)**

31. The delegate from ICAO asked how mental health issues were treated by different organizations and whether mental health policies were in place? Ms. Haslinger replied that different organizations treated the topic very differently and had individual provisions in place. Some of them had drawn up a mental health policy, others had not. Ms. Quinn-Maguire added that other organizations treated the subject in their Health and Safety or similar policies. The delegate from PAHO/WHO added that it was a difficult question as the results of medical examinations, and even more so those of mental health examinations, were confidential. Even if such examinations were performed during the recruitment process, mental illnesses could develop later in life and would not be detected without repeated examinations.

31. The delegate from WHO asked whether benefits for disabled spouses were available in FICSA member organizations. No FICSA member organization represented in the Standing Committee had such benefits in place; however, benefits for disabled children were available. The delegate from OPCW added that in his organization benefits were extended to other disabled family members.

31. Ms. Quinn-Maguire mentioned a background document on the FICSA website regarding a suggestion from the FICSA Executive Committee to re-calculate UN pensions to allow them to increase over time for retirees. Also on the FICSA website was a background document with comments from FAFICS in response to that suggestion. The document suggested caution with regard to such an adjustment. The meeting noted additional information provided by the FAFICS Representative that in 2014 the General Assembly had decided there would be no upward

revision to pension benefits as long as there was an actuarial deficit. This actuarial deficit is currently 0.72%. The Co-Chair suggested that the proposal and comments from FAFICS be noted and the FICSA Executive Committee and the Standing Committee discuss the issue further with FAFICS.

32. Following up on the previous year's Council, the ITU representative voiced its continued concern over the lack of access to adequate onsite medical services. The representative added that as a consequence staff representatives were consulted on issues such as mental health which they felt they were neither competent to assist with nor was it within their mandate.

### **Nomination of Standing Committee officers and Core Group members (Agenda item 11)**

33. The Standing Committee nominated Tanya Quinn-Maguire (UNAIDS) and Katja Haslinger (IAEA) as Co-Chairs of the Standing Committee.

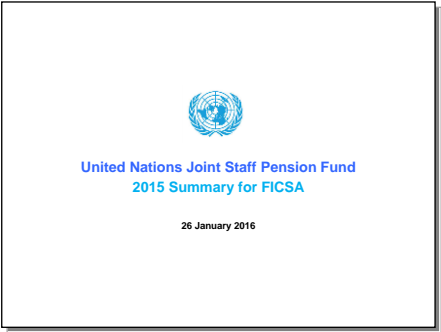
34. The following requested to be Core Group members:

Viera Seben (ICAO)  
 Sue Wilton (IMO)  
 Sylvaine Asseraf (ITU)  
 Pilar Vidal Estevez (PAHO/WHO Washington)  
 Peter Kakucska (UNFCCC)  
 Vincenzo De Leo (UNGSC)  
 Cosimo Melpignano (UNGSC)  
 Kay Miller (WHO/EURO Copenhagen)  
 Kelvin Khaw (WHO/WPRO Manila)  
 Ruel Serrano (WHO/WPRO Manila)  
 Marco Luigi Fassetta (ECB)

Appendix 1

POWERPOINT PRESENTATION ON UNJSPF  
2015 summary to FICSA

Slide 1

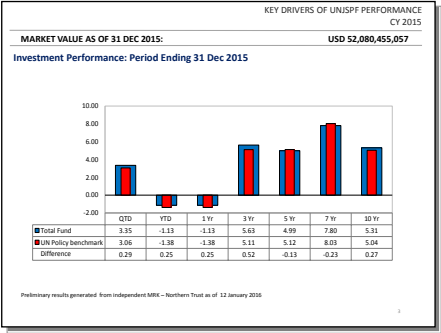


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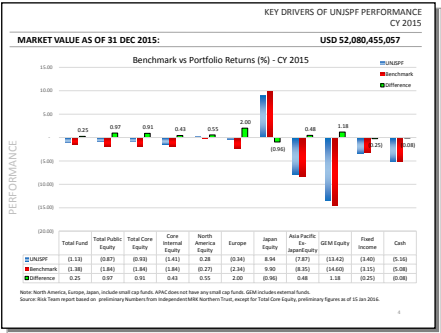
UNJSPF Asset Allocation Policy						
Market Value as of 31 December 2015			US\$ 52,080,455,057			
Asset Classes	SAA <sup>1</sup>			TAA <sup>2</sup>		Actual 31 December 2015
	Minimum	Target	Maximum	Near-Term Minimum	Near-Term Maximum	
Global Equities <sup>3</sup>	50%	58%	69%	58%	64%	62.22%
Real Assets <sup>4</sup>	3%	9%	10%	5%	7%	6.50%
Alternative Strategies <sup>5</sup>	0%	5%	10%	2%	4%	3.48%
Global Fixed Income	19%	26.5%	37%	22%	28%	24.17%
Cash & Short-term	0%	1.5%	6%	1%	6%	3.62%
Total		100%				100%

<sup>1</sup> SAA or Strategic Asset Allocation represents long term asset allocation targets and ranges effective 1 August 2015, based on the 2015 AAM study.  
<sup>2</sup> TAA or Tactical Asset Allocation represents near term asset allocation ranges.  
<sup>3</sup> Global Equities include Public Equity (including 80% Minimum Volatility Equity and Green Equity strategies).  
<sup>4</sup> Real Assets include Real Estate, Infrastructure, and Commodities.  
<sup>5</sup> Alternative Strategies include Private Equity and Hedge Funds strategies.  
Source: Preliminary numbers from the independent Monitor Return Group, Monitor Trust. Note: Numbers may not total to 100% due to rounding.

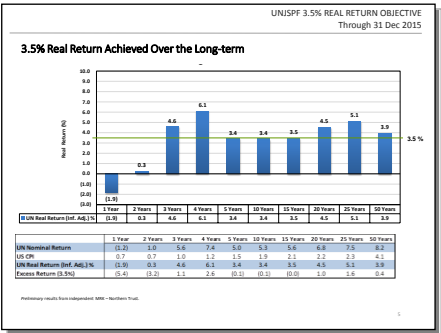
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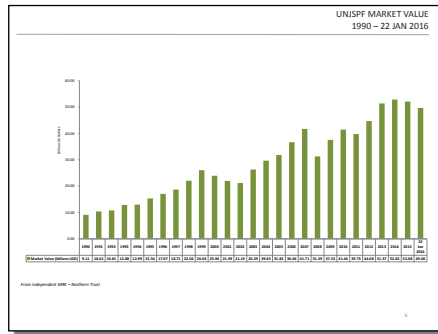
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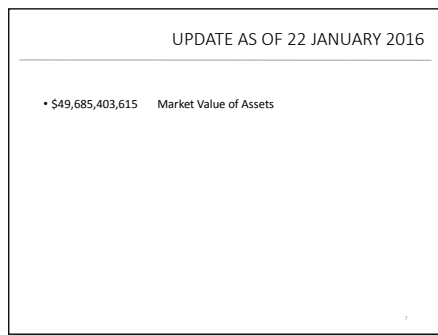
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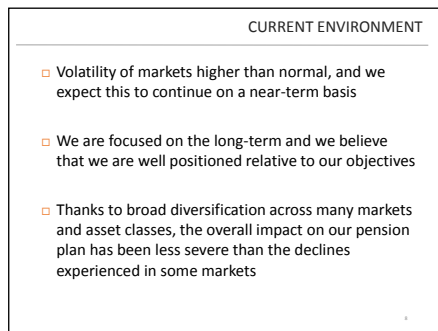
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## Slide 8



## **Appendix 2**

### **OVERVIEW PRESENTED BY DEPUTY CEO AT FICSA MEETING (26 January 2016)**

Due to its international, multi-employer nature and history, the United Nations Joint Staff Pension Fund plan design is probably one of the most complex in the world. Its operations have a truly globally scope as its participants and retirees reside in more than 190 countries. Therefore, the migration from a fragmented, COBOL-based, mainframe system to a new modern, web-based, more efficient, flexible and reliable system was a highly ambitious undertaking. It is arguably the largest and most complex operational, financial and IT undertaking in the Fund's history.

In August 2015, the Fund successfully implemented its new Integrated Pension Administration System (IPAS), meeting all its objectives as established in the approved High Level Business Case. Following a prudent and controlled deployment (including a very thorough parallel testing process and an extensive data cleansing and migration effort), as recommended by the Pension Board, the Fund successfully implemented in August 2015 its new system.

For five consecutive months all of the Fund's more than 72,000 retirees and other beneficiaries, residing in 190 countries and being paid in 15 currencies, have received their benefits through the new system accurately and on time, with no interruption in payments.

It is important to highlight that important improvements were also introduced in the Fund's payroll payment process that have benefited retirees and beneficiaries residing in India and Pakistan (reducing significantly banking fees).

In addition, the Fund overall ramp-up has also been very successful. The current processing rate observed now under this new system significantly surpasses the average processing rates of the legacy environment (as observed in 2014), as well as the long-term average. This further highlights the successful implementation and the new system's processing capability. The Fund is taking some additional actions to further improve processing rates (by adding GTA resources, authorizing overtime, providing further on-the-job training to the Geneva Office, etc.).

However, it is important to recognize that several factors had an impact increasing the inventory of cases pending processing, including slower processing during the first couple of months of the new system; an extraordinarily high number of separation cases observed last year as result of downsizing of peacekeeping missions; and the impact of the introduction of Umoja by the UN (decommissioning IMIS as a transactional system) including a "black out" period and Umoja's own ramp up efforts.

Furthermore, it is generally (and incorrectly) assumed that immediately after separation from service that former staff's documentation is sent automatically to the Fund.



However, there is a review process performed by HR and payroll areas that must take place first. In many cases, the required separation documentation is sent to the Fund with delays of two and at times even up to six months or more for various reasons.

While most Staff Pension Committees are working quite well and send the separation documentation to the Fund promptly, in most instances of long delays in the payment of the initial benefit, these occur due to: (a) incomplete or inaccurate information on the participant, including marital status and the number and age(s) of any children; (b) late submission of signed payment instructions; (c) inconsistencies in the information provided; or (d) late release (or lack of submission) of the separation notification by the employing organization.

These delays are beyond the control of the Pension Fund. In this connection, it should be kept in mind that the GA recognized this issue in its resolution last December, where it requested the Secretary General, as Chair of the United Nations Chief Executives Board for Coordination, to invite the heads of the member organizations of the Fund to expedite information processing in respect to separations from service.

Overall, it could be expected that a benefit could be processed on average (and after receipt of all separation documentation/payment instructions and with no inconsistencies observed, and assuming a 'standard' volume of separations) in around two months. This may vary somewhat between the Fund's two offices. Of course, the Fund will continue to consider the need to rebalance workloads based on further experience.

The Fund is also taking extra measures to continue increasing processing rates, and has met with employing organizations establishing focal points to improve communication and to establish follow up mechanisms for complex cases. The General Assembly recently approved the majority of the staff resources requested by the Pension Board, particularly in the Geneva Office and in Operations. These additional resources will help the Fund to continue strengthening its processing capabilities.

In order to prevent long delays, staff may also assist by taking steps to ensure that their pre-separation clearances are completed by the separation date and after separation by first following up with the employing organization HR and payroll to ensure that their separation documentation are sent to the Fund. Some examples of the required actions by staff, in addition to sending complete payment instructions, is to ensure that pre-separation clearances include: settling all outstanding claims with employing organizations, reconciling time and attendance, reconciling education grants, etc. Important information regarding separation is available on the Fund's website (booklet on Separation).

Finally, the Fund is encouraging the re-instatement of pre-retirement seminars. The Fund believes that pre-retirement seminars provide important information to participants. It also provides a forum to share information and ask questions. This greatly reduces questions and possible delays. We are requesting that pre-retirement seminars should be scheduled as soon as possible. In concluding, and on behalf of the Fund, we would like to thank you for your interest in the UNJSPF. We are also grateful to our member organizations for their hard work in bringing to our attention outstanding matters that require immediate action. We would also like to reiterate our commitment to service excellence and assure you that we are making tremendous

strides in many directions starting with the successful implementation of IPAS with its robust features and functionality which have already improved performance. With your support we are confident that we will continue to achieve our common goals and objectives.

### Appendix 3

#### NOTES FROM THE QUESTION-AND-ANSWER SESSION

##### UNJSPF video conference

**Q:**

(WHO/EURO) April 2014, the UN SG changed the rules on the recognition of same sex partnership. Since then, many organizations have followed suit in recognizing same sex partnerships regardless of the nationality of the employee. However, the UNJSPF has not, to date, updated their rules to recognize these partnerships for the receipt of pension benefits. The UNJSPF was asked what FICSA could do to assist the UNJSPF to match the majority of the UN agencies own policies on the recognition of same sex partnerships for the purpose of benefits.

**A:**

This is an issue to take to the Pension Board, not the Pension Fund. The Board has established a “contact group” since 2011 to discuss the SG’s directive. The contact group will be meeting early February and FICSA should take the issue up through the participants representatives.

**Q:**

(ICAO)

What is the current figure on the backlog ?

Is there a benchmark on quality of service that could be proposed by the Fund which would assist participants to assess the level of service being provided to them.

**A:**

With regard to the backlog, the number is very fluid but is currently around 1,800. It is estimated that the backlog should be cleared in 6-8 months.

The Fund has a self-imposed benchmark to process all requests in 15-20 business days, from the date of receipt of documentation. It was stressed that the time can only start ticking from the receipt of documentation.

At present, the average processing time is 60 days.

**Q:**

(UNAIDS) With regard to processing times, it should be noted that many agencies are experiencing downsizing and the MAS has changed - both of which will have an impact on the workload of the Fund. The most immediate impact will come from downsizing in the coming years - the current backlog may not be a passing phenomenon. UNJSPF should plan accordingly.

**A:**

Comment noted.

**Q:**

(IAEA) To date the President of the Staff Association is dealing with three messages of concern from IAEA staff, one of whom had not received a pension payment since August last year. Can the UNJSPF propose at the very least an interim solution.

**A:**

Please bring these cases to their attention of the UNJSPF immediately. In the case of IAEA – bring it to the Geneva office.

Noted that in field offices there are often delays of up to 7 months, but not normally for HQ organizations. The Fund has requested further funding to assist in outreach to field and other organizations. It had been asking for more staff for several years. It asked for 46 posts, yet only received 8 posts.

Organizations are encouraged to pass concerns through the Staff Pension Committee Secretary who will bring them to the attention of either the NY or Geneva office as appropriate.

**Q:**

(SEARO) Will the change in MAS have an impact on the age of early retirement?

**A:**

According to the GA resolution staff will maintain their acquired rights, there are no changes in terms of entitlements for staff employed before 2014.

**Q:**

(WMO) Would you like to confirm that specialized agencies are also being affected. No solution is being provided by the Geneva office. WMO will collect all cases and address them to the secretariat with a copy to CEO.

**A:**

Grateful to have the question. The Fund is encouraging specialized agencies to provide lists of concerns. They will then reply with information on the status of the cases. It has already been done with WHO.

**Q:**

(UNFCCC) Could the participants please clarify the position of the Fund regarding the greening of the fund and the investments. Would like to know the current situation.

**A:**

Investors summit on climate change is currently in NY. Yesterday we updated the investment tab on the website to explain what the Fund is currently doing in this regard. First and foremost, objectives are in the economic interest of the fund - 3.5% real rate of return. We are currently looking at ways in which considerations of the impact of climate change might be consistent with the economic interests of the Fund and would be a win-win situation. The Fund has done a lot of work on internal equity portfolio. It is encouraged by the fact that it is showing a carbon footprint lighter than the benchmark.

**Q:**

(OPCW) We are not yet a member of the UNJSPF. OPCW is considering joining; however there is a general feeling among staff that it would be a very bad option since there is a minimum of 5 years required to qualify for pension payments. This clashes with the agency's requirement of ten-year rotation. Can UNJSPF consider lowering the requirement, particularly for the agencies with a 10 year mandatory rotation policy?

**A:**

It would have to be discussed by the Board, but could be discussed. It should be set out in a discussion paper.

**Appendix 4****SAMPLE LETTER FOR LEGAL RECOURSE**

Dear Mr. Arvizu,

Pursuant to the provisions of Section K of the Administrative Rules to the UNJSPF Regulations and Rules, I wish to request a review of the decision of the Fund by which it has failed to implement my request for payment of the retirement benefit to which I am entitled under Part V of the Fund's Regulations.

Since separating from the Organization and requesting the payment of my entitled benefits, I have received no payment or acknowledgment. This is contrary to the benchmark set by the Fund itself for processing a request within 15 working days of receipt. Reportedly the backlog of cases is such that processing may take many months. In the interim, no provision has been made for my loss of income.

The United Nations Appeals Tribunal has confirmed that the failure to take a decision is in itself an appealable administrative decision. Neglect is therefore no excuse. As Chief Administrative Officer of the Fund you are accountable for the timely payment of entitlements and your failure to manage properly and to ensure the timely payment of benefits entails your responsibility. The substantial delays that have occurred under your management have entailed financial hardship for beneficiaries and call for redress.

I therefore wish to contest the non-payment of the pension benefit to which I am entitled with a view to appealing this matter under Article 48 of the Regulations for the resulting harm it entails.

## Annex 6

### REPORT OF THE STANDING COMMITTEE ON CONDITIONS OF SERVICE IN THE FIELD

Chair	Steven Ackumey-Affizie (FUNSA Ghana)
Vice-Chair	Margarita 'Peggy' Brattlof (FAO/WFP-UGSS)
Rapporteur/Regional Representative	Véronique Allain (SCBD)
President, FICSA	Diab El-Tabari (UNRWA/ASA)
Regional Representative	Patanjali Dev Nayar (WHO/SEARO New Delhi)

#### Participants

AP-in-FAO	Christopher Pardy
FAO/WFP-UGSS	Svend Booth Mauro Pace
ICAO	Viera Seben
IMO	Edwin Titi-Lartey Sue Wilton
ITU	Akim Falou-Dine Joseph Varghese
OSCE (special status)	Roman Langthaler
PAHO/WHO Washington	Rodolfo Calderon
UNAIDS	Taavi Erkkola
UNESCO	Amani El-Sheikh Elia Matias
WHO/AFRO Brazzaville	Modinah Chingoma Lydie Gassackys Christian Pethas Magilad
WHO/EURO Copenhagen	Kay Miller
WHO/HQ (K.Lumpur outpost)	Joseph Stephen Rayan
WHO/WPRO Manila	Ruel Serrano
WMO	Andrès Orias-Bleichner

**Member with consultative status**

AMFIE

Jean-Pierre Cebron

**Federation with observer status**

FUNSA Guinea

Lucie Gnongo Beavogui

**Adoption of the agenda (Agenda item 1)**

1. The Standing Committee adopted the following agenda with the addition of one agenda item, i.e. staff representation of FAO GS staff and NOs based in the field:

1. Adoption of the agenda
2. Election of the rapporteur
3. Review of the compensation package for Professional staff deployed in the field and its potential and upcoming impacts on the UN staff deployed in the field
4. Reconciling duty of care for UN personnel with the need ‘to stay and deliver’ in high-risk environments. Analysis of five, distinct high-risk environments (Afghanistan, Ebola-impacted countries, Haiti, Mali/Somalia and Syria) marked by the existence of armed conflict, medical emergency, natural disaster or terrorism and proposal of a working definition of “duty of care”. Feedback from the work undertaken by the HLCM Working Group on Duty of Care
5. IASMN session of 2015; feedback for the FICSA Council
6. 2015 Annual Review of hardship duty stations for Latin America & the Caribbean, Europe & CIS countries and the Middle East
7. Review of classification of duty stations
8. Access to suitable UNFCU services for UN staff based in the field (GS & P staff categories)
9. Security clearance for UN staff travelling on mission and its direct use and effects in case of an emergency locally
10. Staff representation of FAO GS staff and NOs based in the field
11. Other business
12. Nomination of Standing Committee officers and core group members

**Election of the rapporteur (Agenda item 2)**

2. Ms. Véronique Allain (SCBD) was appointed rapporteur.

3. Ms. Margarita ‘Peggy’ Brattlof was appointed Vice-Chair of the Standing Committee in the absence of Ms. Sophie Diadiou Keita (UNAIDS Regional Office) who could not travel to Montréal for the 69<sup>th</sup> FICSA Council.

## **Review of the compensation package for Professional staff deployed in the field and its potential and upcoming impacts on the UN staff deployed in the field (Agenda item 3)**

4. The Standing Committee was briefed on the results of the compensation review. It observed that UN Professional staff in the field were hard hit by the new compensation package as regards conditions of service in the field. Some aspects of the new package would be implemented as of 1 July 2016, such as the recruitment incentive, the accelerated home-leave travel, the mobility incentive, the non-family service allowance and the hardship allowance; the unified salary scale and step periodicity would come into effect on 1 January 2017.

5. The new education grant scheme, which would come into effect for the school year in progress on 1 January 2018, was particularly detrimental to P staff in the field because costs such as transport, exam fees, books, school supplies, etc. were no longer covered and in some specific duty stations, those costs could be significant. Furthermore, boarding support and education travel would no longer be reimbursed at the university level, although under the new system, boarding would be provided to those who served in the field (A to E duty stations) for children at the primary and secondary levels.

6. Accelerated home leave was maintained only for staff in duty stations categorized at the D and E levels, but where the rest and recuperation allowance was no longer authorized (which represented only about 9 duty stations out of a total of approximately 60 D and E duty stations). That change in the rest and recuperation pattern could have a very detrimental impact on the mental health and general well-being of P staff deployed in difficult and hazardous duty stations. The Standing Committee was briefed on the recommendations of the Standing Committee on Professional Salaries and Allowances.

**The Standing Committee recommended that the Executive Committee support the work carried out by the Standing Committee on Professional Salaries and Allowances, with regard to assessing the impact of the changes in the compensation package for Professional staff, as well as issues related to potential violation of acquired rights. A specific request was made to the Executive Committee to undertake case studies of the actual losses on account of the compensation package review and measure the impact.**

**Reconciling duty of care for UN personnel with the need ‘to stay and deliver’ in high-risk environments. Analysis of five, distinct high-risk environments (Afghanistan, Ebola-impacted countries, Haiti, Mali/Somalia and Syria) marked by the existence of armed conflict, medical emergency, natural disaster or terrorism and proposal of a working definition of “duty of care”. Feedback from the work undertaken by the HLCM Working Group on Duty of Care (Agenda item 4).**

7. The Chair briefed the members of the Standing Committee on the work undertaken by the HLCM Working Group on the notion of ‘duty of care’<sup>3</sup>. That notion needed to be assessed from the perspective of the situation faced by many UN agencies, i.e. staying and delivering in

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<sup>3</sup> The notion ‘duty of care’ means that the UN organizations have an obligation to look after the well-being of their staff in field duty stations.



relatively tense and dangerous security environments. The group reviewed specific obligations arising from an employer's responsibility. Those included:

1. A duty to plan missions and deploy personnel with due consideration for safety and security; to do whatever was possible to prevent and minimize any threat which could reasonably be expected; to have a proper security plan; and to have efficient, well organized emergency procedures to be activated whenever necessary.
2. An obligation to treat their staff with due consideration, to preserve their dignity and to avoid causing them unnecessary injury.
3. An obligation to have sound administrative procedures and to have properly functioning internal investigation mechanisms to address complaints by staff.
4. A duty to organize and provide effective medical services to the staff.
5. A duty to take actions against a host state on behalf of its staff members whose rights and interests had been violated while serving in the host state.
6. A duty to provide adequate training to personnel for the tasks they have to perform.

**The Standing Committee recommended that the Executive Committee continue to support the work carried out by HLCM Working Group in order to ensure that the proper security and safety mechanisms were put in place and made easily accessible to UN staff who worked in dangerous and difficult duty stations.**

#### **Inter-Agency Security Management Network (IASMN) session of 2015; feedback for the FICSA Council (Agenda item 5)**

8. The Federation participated in the 22<sup>nd</sup> session of the IASMN held in Montreux, Switzerland, in June 2015, and reported that one of the most important positive developments was the establishment of a working group focusing on gender considerations in security management. It was envisaged that a gender tab would be added to the UNDSS website with links to country travel advisories and other resources.

9. The Standing Committee was also briefed on the recommended actions on safety and security for FICSA member associations/unions. They read as follows:

1. Meet with your organization's security officials and invite their views on how staff representatives could best advocate for staff safety and security. Share with them the 'top 10 security issues' and discuss the points most relevant to the organization.
2. Encourage the membership to complete all required UNDSS security trainings and keep these up-to-date. (Basic and Advanced Security in the Field Training was only valid for three years.) Security clearance must be sought for all official travel. Staff who had faced a security situation in their duty station or whilst travelling, including threats or property crimes, should report these to the organization's security officer.
3. Monitor the organization's investment in staff safety and security. Advocate that senior management and Member States provide sufficient resources to manage security risks and vulnerabilities in the context of the organization's activities around the world. (No programme without security!) Invite field staff in particular to raise

any concerns they might have about premises security in their duty station. Identify specific issues affecting women and LGBTI colleagues.

4. For locally-recruited and national staff in duty stations where the security situation was at risk of degrading, clarify in advance the applicable emergency procedures and forms of support that would be extended in the event of a crisis. These could be uneven across UN entities – some organizations make payments to support their local staff in a crisis situation but others do not. Advocate for adequate support and protection for locally-recruited colleagues, especially in situations where affiliation with the UN might expose local colleagues to additional risks.
5. Understand how cumulative stress and critical incident stress was affecting the membership. Advocate for sufficient investment in staff counselling and support services. Promote these services with the membership and refer individuals in need. Consider steps to take towards opening up a positive discussion on mental health in the workplace, and addressing stigma and negative stereotypes.

**The Standing Committee recommended that the Executive Committee continue participating in the meetings of IASMN and reaffirm that when issues relating to the security of locally-recruited staff were discussed, those categories of staff would be represented by a staff representation body on the Security Management Teams in the relevant field duty station.**

#### **2015 Annual Review of hardship duty stations for Latin America & the Caribbean, Europe & CIS countries and the Middle East (Agenda item 6)**

10. The FICSA representative who attended the annual review of hardship duty stations for Latin America & the Caribbean region, the Commonwealth of Independent States (CIS) and the Middle East briefed the Standing Committee on the meeting. The 2015 Annual Review meant that a total of 294 duty stations had to be reviewed (133 duty stations on mandatory review and 125 duty stations on the security watch list because they were rated D in security by the UNDSS, 19 duty stations rated for a transition period, 14 duty stations being temporarily classified and 3 duty stations being re-evaluated after re-submission of the questionnaires). The response rate improved slightly for those regions, i.e. 67% of all the duty stations for review and 200 fully completed questionnaires (60% in 2012 for the same surveyed regions). By comparison, for the 2014 classification review (Africa region) only 54% of questionnaires received had been returned and proven useful for all duty stations surveyed as against 60% in 2013 (for Asia and the Pacific). The LAC region, CIS and Middle East usually had the highest response rate in terms of questionnaires sent back to the ICSC for classification.

11. The 2015 review marked a start to a new geographical cycle, which meant that the first full cycle of all UN regions had been completed in 2014 (with Africa) following the new methodology for classification of field duty stations launched by the ICSC in 2010. Further refinements to the ICSC methodology were still needed, in particular in terms of getting good and sound feedback on health questionnaires with reliable information on the actual access to health facilities in the different countries where the UN was deployed. Very often the information provided was either rather poor or not corresponding to the actual reality in the field. The security ratings earned a lot of weight, but the health ratings should be equally important in assessing the conditions of life in a specific duty station. Access to health facilities for UN staff in the field that were in good

order and reliable was as vital as their security situation. When, for instance, the time came to deploy expatriate UN staff to a specific isolated field duty station, it should be easy to inform the UN staff members concerned about what was available and what was not, in terms of access to health treatment and facilities and in terms of alternatives to a poor local health system.

12. The Standing Committee was informed about the roles and responsibilities of the resident coordinators (or resident representatives) and the WHO representatives to ensure that their roles, as defined in the hardship classification scheme, were duly exercised. One could quite simply assume that WHO was responsible for the health facilities provided to the UN staff member in the field (for a broken leg or a broken tooth, for instance); but that was a wrong assumption. WHO's mandate was to provide the local governments and authorities with proper guidance on setting up the right health system to respond to emergencies, disasters, crises and conflicts and to minimize their social and economic impacts. That meant that WHO was not well placed to assess the health facilities available to UN field staff. It was the Resident Coordinator of the UN in the field duty station or the Resident Representative who coordinated and signed off on the questionnaires. Locally, there was a need to raise the profile of the tedious exercise of filling in the health questionnaires. A task force of all UN agencies in the field duty station needed to be set up locally to ensure proper follow-up to, and compliance with, the ICSC questionnaires. The more information provided, the more accurate the classification would be. With the impact of more natural disasters, the spread of more infectious diseases and the increased flow of refugees worldwide, there was a need to deploy UN staff at short notice, while classifications were becoming more and more technical. Better assessment of the health facilities for UN field staff was thus becoming more important. The FICSA representative was of the opinion that the UN Medical Services, in collaboration with WHO, be responsible for ensuring simple and straightforward access to local health facilities for UN staff and their families deployed in the field duty stations under review.

13. It was noted that UNHCR had recently deployed three UNHCR medical officers to UNHCR hubs: Bangkok, Dakar and Nairobi. Those medical officers could definitely play a role in helping to assess the health system in the field and they would be available to liaise with the local resident coordinators to complete the health questionnaires. Currently those UNHCR medical officers were responsible for the medical evaluations of locally-recruited GS staff and for the medical evacuations of internationally-recruited UN staff. They could definitely expand their scope of work to help with the classification process at field duty stations.

14. The Standing Committee was informed that the next round of field duty station classification assessing living and working conditions would be focused on Asia and the Pacific Region.

**The Standing Committee recommended that the FICSA Executive Committee: (i) given that the next round of hardship classification would be devoted to the Asia and the Pacific region, prepare information material for FICSA membership in that region in order to help the duty stations there to increase their participation in the hardship classification questionnaires; and (ii) ensure that the Regional Representative for Asia actively promoted activities that encouraged participation in the hardship classification questionnaires.**

## **Review of classification of duty stations (Agenda item 7)**

15. There was an exchange of views on the fact that the final classifications attributed to hardship duty stations did not always reflect reality on the ground. It was regrettable that politics entered the work of the ICSC Working Group. It was thus important that FICSA continue to be present in the discussions that took place twice a year.

16. A few participants reported on the difficulty that locally-recruited GS staff faced in terms of access to proper health care at their duty station, leading to the premature deaths of UN local staff. Preventative medicine was non-existent for UN field local staff and very often the health insurance scheme for the locally-recruited staff did not cover treatment outside the locality. It was suggested that the local staff associations/unions interact with the management of the local UN agencies to see how an agreement could be reached on a suitable way of addressing those issues.

**The Standing Committee recommended that the FICSA Executive Committee undertake a study of the different health insurance schemes in place in the field and compare them with schemes at headquarters in order to ensure that the differential gap between both categories of health insurance schemes was kept to a minimum.**

## **Access to suitable UNFCU services for UN staff based in the field (GS & P staff categories) (Agenda item 8)**

17. At the 68<sup>th</sup> FICSA Council in 2015, the FICSA Executive Committee was informed that, based on instructions from the UNDP (and sometimes pursuant to national law), the UNFCU did not allow local UN staff to open foreign currency accounts. Following the intervention of the FICSA President, that problem has been addressed in most duty stations, covering all UN and specialized agencies, except UNDP staff. In duty stations where the UNDP administers matters, the situation prevailed.

**The Standing Committee recommended that the FICSA Executive Committee should continue to liaise with UNFCU senior management to ensure that locally-recruited UN staff were not discriminated against in terms of bank services provided by UNFCU.**

## **Security clearance for UN staff travelling on mission and its direct use and effects in case of an emergency locally (Agenda item 9)**

18. The Standing Committee was briefed about the security clearance system provided by the UN Department of Security and Safety (UNDSS) through its travel information processing (TRIP) system. The system seemed to be automatic and not really reliable for UN staff on missions in a security context that was becoming increasingly challenging. UN staff members were no longer feeling protected by virtue of their status and functions, and UNDSS did not seem to count for much when a crisis occurred in a country that was otherwise secure and safe. The Standing Committee noted the concerns of staff regarding the automatic and perfunctory manner in which security clearance was granted via the TRIP system, as well as the lack of response on the part of UNDSS when contacting staff on duty travel and/or vacation in the event of a security incident.

**The Standing Committee recommended that at the upcoming meeting of the IASMN, the FICSA Executive Committee should raise the issue of the security clearance provided via the TRIP system.**

**Staff representation of FAO field General Service staff and National Officers (NOs) (Agenda item 10)**

19. The FAO/WFP-UGSS representative gave a presentation on the plight of FAO locally recruited staff members in the field who wished to be formally represented by UGSS. Currently, that particular category of local staff was not formally represented by any staff representation body. The GS field staff could join UGSS as associate members; however, many wished to join as full members. FAO/WFP-UGSS has been requested by FAO to submit a concept note charting the roadmap for the proposal, including possible amendments to the UGSS Statutes.

**The Standing Committee recommended that the FICSA Executive Committee collect information on the best practices relating to the representation of field staff.**

**Other business (Agenda item 11)**

**The important role of FUNSAs**

20. The Chairman urged the establishment of new FUNSAs or reactivation of dormant FUNSAs as they played a vital role in the field, in particular when it came to local salary surveys. It was important to establish a good working relationship with the Resident Coordinator at the field duty station and to be properly organized in terms of staff representation. FICSA could be instrumental in helping the FUNSAs that were operating very well by providing training on several human resources management issues or effective staff representation.

**Nomination of Standing Committee officers and core group members (Agenda item 12)**

21. The Standing Committee recommended that Steven Ackumey-Affizie (FUNSA Ghana) be elected Chair and Margarita ‘Peggy’ Brattlof (FAO/WFP-UGSS) and Christian Pethas Magilad (WHO/AFRO Brazzaville) as Vice-Chairs.

21. The following were nominated as Core Group members:

Christopher Pardy (AP-in-FAO)  
 Viera Seben (ICAO)  
 Edwin Titi Lartey (IMO)  
 Véronique Allain (SCBD)  
 Lydie Gassackys (WHO/AFRO Brazzaville)  
 Modinah Chingoma (WHO/AFRO Brazzaville)  
 Joseph Stephen Rayan (WHO/HQ K.Lumpur outpost)  
 Ruel Serrano (WHO/WPRO Manila)  
 Lucie Gnongo Beavogui (FUNSA Guinea)

**Annex 7****REPORT OF THE STANDING COMMITTEE ON GENERAL SERVICE QUESTIONS**

Chair	Marielle Wynsford-Brown (IAEA)
Vice-Chair	Steven Ackumey-Affizie (FUNSA Ghana)
Vice-Chair and Rapporteur	Silvia Mariangeloni (FAO/WFP-UGSS)
Acting General Secretary	Imed Zabaar (IAEA)
Regional Representatives	Véronique Allain (SCBD)
	Irwan Mohd Razali WHO/HQ (K. Lumpur outpost)

**Participants**

FAO/WFP-UGSS	Svend Booth Margarita 'Peggy' Brattlof Mauro Pace Elena Rotondo
IAEA	Katja Haslinger
ICAO	Viera Seben
IFAD	Alessandra Pani
IMO	Sarah Rabau-Dunlop Sue Wilton
ITU	Sylviane Asseraf Christine Gimenez Varghese Joseph
OSCE (special status)	Nizar Zaher
PAHO/WHO Washington	Rodolfo Calderon
UNAIDS	Tanya Quinn-Maguire
UNESCO	Amani El-Sheikh
UNFCCC	Ronald de la Cruz Maria Garcia
UNGSC	Ezio Capriola Vincenzo De Leo Cosimo Melpignano

UNWTO	Vanessa Satur
WHO/EURO Copenhagen	Antonella Biasiotto Kay Miller
WHO/HQ Geneva	Marina Appiah
WHO/HQ (GSC K. Lumpur outpost)	Joseph Stephen Rayan
WHO/WPRO Manila	Ruel Serrano
WHO/SEARO New Delhi	Arun Kumar Shrivastava
WIPO	Najib Ben Helal Christopher Mason
WMO	Jalil Housni

#### **Members with associate status**

OPCW	Yvonne Lane
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#### **Members with associate status**

FUNSA Guinea	Mariama Dioubate
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### **Introduction**

1. The Standing Committee met once to address items 1-7 of its agenda under the Chairmanship of Ms. Marielle Wyncford-Brown.

#### **Adoption of the agenda (Agenda item 1)**

2. The Standing Committee adopted the following agenda:

1. Adoption of agenda
2. Election of the rapporteur
3. Report of the Permanent Technical Committee (PTC/GSQ)
4. Status of various appeals against the implementation of the results of salary surveys
5. Recruitment of non-local staff on GS positions by FAO
6. Other business
7. Nomination of Standing Committee officers and Core Group members

### **Election of the rapporteur (Agenda item 2)**

3. Ms. Silvia Mariangeloni (FAO/WFP-UGSS) was nominated Rapporteur.

### **Report of the PTC/GSQ (Agenda item 3)**

4. The Standing Committee adopted the report of the Permanent Technical Committee (PTC) (see Appendix 1). In the light of that report, the following recommendations were put forward:

**The Standing Committee recommended that the FICSA Executive Committee should continue to invest in training a pool of trainers, while taking into account the gender balance and geographical distribution. It further recommended that a tool for the certification of those trainers be developed by the Executive Committee in cooperation with the senior trainers of the PTC.**

**The Standing Committee recommended that a standard set of training material be developed and provided for distribution among training participants by the PTC.**

**Bearing in mind that salary survey methodology workshops might generate income, the Standing Committee recommended that the Ad hoc Committee on Administrative and Budgetary Questions be requested to allocate the amount of CHF 20,000 for the organization of specialized workshops on the salary survey methodologies I and II, taking into account the need for capacity building.**

### **Status of various appeals against the implementation of the results of salary surveys (Agenda item 4)**

5. WHO/SEARO New Delhi presented an update on the status of the appeals against the flawed results of the comprehensive salary survey in New Delhi carried out in 2013.

6. It was reported that the appeals were at different levels as per the appeal process of the respective UN organizations. However, with regard to WHO/SEARO New Delhi, the Standing Committee was informed that the appeal was with the WHO/HQ Board of Appeal (HBA). The HBA has asked the administration for further clarifications which are to be submitted by 8 February 2016. Comments made by the administration will be shared with the Staff Association, in order for the staff to provide further comments. In case the appeal is rejected by the HBA, the Staff Association would consider lodging a formal appeal with the ILO Administrative Tribunal (ILOAT).

7. FAO/WFP-UGSS provided an update on the status of the two appeals lodged at the ILOAT, respectively against the abolition of the service differential and against the results of the 2012 salary survey held in Rome, the latter focusing on anomalies in the interpretation of the methodology and the use of the Ministry of Foreign Affairs. The Standing Committee was informed that an appeal against the implementation of a secondary salary scale had not been lodged owing to the lack of colleagues wishing to challenge that decision. In the opinion of the Standing Committee that was most probably due to the precarious contractual situation of the staff affected, resulting in job insecurity.



8. Both appeals were currently awaiting a hearing at the ILOAT (hopefully during 2016).
9. The updates provided triggered a number of comments from the membership. It was suggested that, whenever a staff association/union decided to lodge an appeal, it would be desirable to inform FICSA.
10. The case of the upcoming salary survey in Bangkok was discussed. After the negative result (-47%) of the last survey, it was suggested that the local salary survey committee (LSSC) should start evaluating the situation, analyse what had happened, and in that light start the preparation of the list of employers, the inventory of jobs, etc., well in advance of the survey that would take place in September 2016.
11. It was also emphasized that the FICSA President/General Secretary should liaise with the United Nations in New York in order to smooth the process.

#### **Recruitment of non-local staff on GS positions by FAO (Agenda item 5)**

12. FAO/WFP-UGSS briefed the Standing Committee on the poor status of staff/management relations in FAO, which had led to deterioration in the working conditions of employment for the GS staff over the past year.
13. The Standing Committee was informed that FAO Administration was currently recruiting local staff on a global scale, in breach of the ICSC principles governing the selection and recruitment of local staff.
14. A presentation on the issue of the Global Call of Interest for G-3 and G-6 vacancies issued by FAO in March 2015 and re-issued on 25 January 2016 followed (Appendix 2).

**The Standing Committee recognized that with respect to the recruitment of GS staff the practice of issuing global calls of interest was not legal and requested the FICSA Executive Committee to follow up on the matter and seek suspension of that practice. Action taken by FICSA should be addressed to the executive head of FAO, the ICSC and the HLCM.**

#### **Other business (Agenda item 6)**

15. A paper outlining concerns over the use of National Professional Officers (NPOs) was presented by the WHO Global Service Centre in Kuala Lumpur (document FICSA/C/69/GSQ/CRP.3). For want of time, the Standing Committee was unable to discuss the paper at length. It thus took note thereof.

#### **Nomination of Standing Committee officers and core group members (Agenda item 7)**

16. The Standing Committee nominated Marielle Wynsford-Brown (IAEA) as Chair and also nominated her as Coordinator of the PTC/GSQ. Silvia Mariangeloni (FAO/WFP-UGSS) and Steven Ackumey-Affizie (FUNSA Ghana) were nominated as Vice-Chairs.

17. It was agreed by the Standing Committee that all attendees would be included as core group members.

## Appendix 1

### REPORT OF THE PERMANENT TECHNICAL COMMITTEE ON GENERAL SERVICE QUESTIONS

Chair	Imed Zabaar (IAEA)
Coordinator and Rapporteur	Marielle Wynsford-Brown (IAEA)
FICSA President	Diab El-Tabari (UNRWA/ASA)
Member, FICSA Executive Committee	Irwan Mohd Razali (WHO/HQ K.Lumpur outpost)
Regional Representative	Véronique Allain (SCBD)

### Participants

AP-in-FAO	Christopher Pardy
FAO/WFP-UGSS	Svend Booth Margarita ‘Peggy’ Brattlof Silvia Mariangeloni Mauro Pace Elena Rotondo
IAEA	Katja Haslinger
IFAD	Alessandra Pani
ITU	Sylviane Asseraf Christine Gimenez Varghese Joseph
UNAIDS	Tanya Quinn-Maguire
UNESCO	Elia Matias Amani El-Sheikh
UNGSC	Ezio Capriola Vincenzo de Leo Cosimo Melpignano
WHO/WPRO Manila	Ruel Serrano
WIPO	Brett Fitzgerald
WMO	Andrès Orias-Bleichner

**Member with associate status**

OPCW

Yvonne Lane

**Invited Guest**

ICSC Secretariat

Yuri Orlov

**Introduction**

1. Mr. Imed Zabaar (IAEA) chaired the meeting of the Permanent Technical Committee on GS Questions.

**Adoption of the agenda ( Provisional Agenda item 1)**

2. The Permanent Technical Committee adopted the following agenda:
1. Results and lessons learnt from recent salary survey in New York
  2. Results and lessons learnt from salary survey in London
  3. Impact of the ICSC Review of the Compensation Package for staff in the Professional category on staff in the General Service category (to be discussed with ICSC specialist)
  4. Classification standards for GS posts (to be discussed with ICSC specialist)
  5. Schedule of GS Salary surveys from 2016 to 2019
  6. Assessment of training the trainers programme
  7. Evaluation of workshops held in 2015
  8. Status of the training material
  9. Review of the list of trainers and resource persons
  10. Review of the list of PTC members
  11. Requests for FICSA workshops on GS Salary Survey Methodology I and II
  12. Other business
  13. Nomination of Committee Coordinator

**Election of the rapporteur (Agenda item 1)**

3. Ms. Marielle Wynsford-Brown (IAEA) was elected as rapporteur.

**Results and lessons learnt from recent salary survey in New York (Agenda item 2)**

4. The PTC was informed that the New York salary survey resulted in a negative 5.8% to be implemented on 1 February 2016 for new staff. This implied the establishment of a secondary salary scale similarly to what has happened in Bangkok and Rome. This was a practice that FICSA has consistently been opposing as it contravened the fundamental principle of equal pay for equal work. The LSSC in New York was able to retain only 13 comparators (out of the required 20) despite several extensions granted by the ICSC to find further employers. The missing seven comparators were replaced by purchased market data. One of the retained comparators was in the process of salary negotiations and the LSSC was of the opinion that this

employer should not be included (meaning that the survey would not have been valid). The Chair of the ICSC decided to keep that employer. The ICSC referred to similar cases at other duty stations and noted that the only issue with using employers undergoing pay negotiations would be if a raise in salaries was implemented retroactively (document FICSA/C/69/GSQ/CRP.4).

5. A PTC member questioned how a positive salary survey result could be achieved with governments reducing salaries and the unrealistic weight of 10% being applied to the National Civil Service (NCS). Other PTC members observed that the General Assembly (GA) never actually imposed the 10% weight but requested a 'higher consideration' be given. The ICSC guest replied that although National Civil Service salaries had often been curbed, salaries in other market areas had not and the challenge for the salary survey was often to find these well-paying employers. When the number of comparators did not meet the criteria of at least 13, two sets of market data were purchased for calculation of trend rates and a mid-point value was taken. It should be noted that many employers actually based their salaries on the same market information that was provided by these external consultants, although normally for salaries in the Professional category. The PTC recognized the need to raise any controversial issues at the appropriate time.

6. The PTC questioned if the weight given to the MoFA had been intentionally introduced to reduce salaries and whether the ICSC accepted that the methodology was flawed based on the negative outcomes of the salary surveys. The ICSC representative stressed that the ICSC strives to work as a team with the LSSC and does so in good faith; it is not their aim to cut salaries.

7. Question from WHO/HQ Kuala Lumpur: How does the ICSC ensure that the service delivery and the UN mandate are not compromised due to lack of competitiveness which was reflected in the turnover rate in Kuala Lumpur that doubled since the 2014 negative salary survey results?

8. The ICSC representative noted that there was no retention problem within the UN system and that the turnover rate was still low according to the GA.

### **Results and lessons learnt from salary survey in London (Agenda item 3)**

9. The London salary survey resulted in an increase of 3.5%. The online salary survey feedback form was submitted.

### **Impact of the ICSC Review of the Compensation Package for staff in the Professional category on staff in the General Service category (Agenda item 4)**

10. The PTC was apprised that often Member States and administrations perceived that UN staff were overpaid and were requesting the ICSC to contain salaries rather than reduce them. Mention was made that some executive heads were putting pressure on the ICSC and the governing bodies to further contain staff expenditures, particularly salaries.

11. The GA freeze on GS allowances has been lifted as of 1 January 2016. The discussion on the compensation package for GS categories, including NPOs and the use of categories will open at the Spring session of the ICSC. A document containing questions/issues will be provided by the ICSC shortly and the ICSC representative urged all parties to review it carefully. The PTC was

informed that the UNGA had not yet set a deadline for completing this review and the work plan would be formalized based on the feedback received. The review would not include a full review of the salary survey methodology as this was still mid-cycle but might look at specific issues such as the NCS weight.

#### **Classification standards for GS posts (Agenda item 5)**

12. The PTC was apprised of the fact that FICSA had been provided with a password to access the ICSC post classification software and was authorized to share with FICSA members.

**The PTC recommended that a list of questions be prepared to put to the representatives of the ICSC invited to the FICSA Council.**

13. This was addressed during plenary session with the ICSC and reported in the main report.

#### **Schedule of GS salary surveys from 2016 to 2019 (Agenda item 6)**

14. The schedules for both Methodology I (until 2019) (Attachment 1) and Methodology II (2016 and 2017) (Attachment 2) were presented to the PTC. It was noted that there was a large number of Methodology II salary surveys coming up in 2016 and it must be ensured that adequate training is given. Members were urged to come forward with their requests for workshops so that funds could be allocated.

#### **Assessment of training the trainers programme (Agenda item 7)**

15. Since the last Council Ms. Jeanne d'Arc Matuje Mukamwiza (FAO Rwanda) and Mr. Varghese Joseph (ITU Geneva retiree) have been trained on Methodology II and Mr. Imed Zabaar trained on Methodology I by senior trainers of FICSA.

16. Although some completed the electronic evaluation form for 'training the trainers' (see FICSA website, GSQ background documents), it was mentioned that participants of the training course in Libreville completed the forms on hard copy (provided to the FICSA secretariat). The FICSA secretariat should be requested to enter this information into the electronic evaluation form.

17. It was suggested to develop an assessment mechanism to ensure that these new trainers meet the high training standards of FICSA.

**The PTC recommended that the Standing Committee on General Service Questions request the FICSA Executive Committee to continue to invest in training a pool of trainers, while taking into account the gender balance and geographical distribution. It was further recommended that a tool for certification of these trainers be developed by the Executive Committee in cooperation with the senior trainers of the PTC.**

### **Evaluation of workshops held in 2015 (Agenda item 8)**

18. Reports on the workshops held in Addis Ababa, Ethiopia and Kampala, Uganda and Libreville, Gabon were provided in documents FICSA/CIRC/1215, FICSA/CIRC/1216 and FICSA/CIRC/1213, respectively. The report on the training course held in Kuala Lumpur from 11 to 15 January 2016 is to follow. (See FICSA website, GSQ background documents, the workshop evaluation.)

### **Status of the training material (Agenda item 9)**

19. The training materials for Methodology I and II have been finalized and translated into French and Spanish. Trainers were requested to provide any editorial changes to the material to the Secretariat so that a master copy could be held by FICSA. As the copyright issue had not yet been resolved, trainees should not be given the complete training kit but rather provided with a set of standard handouts.

**The PTC recommended that the Executive Committee follow up on the copyright status of the training material.**

**The PTC agreed to develop a standard set of materials to be provided for distribution amongst training participants.**

### **Review of the list of trainers and resource persons (Agenda item 10)**

20. The list was reviewed and updated to include the physical location of the resource persons and their level of expertise (Attachment 3). To reach the aim of making training cost effective in the regions it was important to ensure geographical coverage. It was noted that there was still no trainer located in the Americas to give workshops in both English and Spanish. Any FICSA member who was interested in becoming a resource person or trainer should follow the established procedures. PTC ToRs should be re-distributed.

### **Review of the list of PTC members (Agenda item 11)**

21. The list of PTC members was reviewed and will be updated by the Executive Committee in accordance with the ToRs of the PTC.

### **Requests for FICSA workshops on GS Salary Survey Methodology I and II (Agenda item 12)**

#### **Methodology I**

UNFCCC in Bonn requested a beginner's workshop – 1<sup>st</sup> Quarter 2016.

IAEA/CTBTO in Vienna offered to host an advanced workshop in the 3<sup>rd</sup> Quarter of 2016.

Washington DC (PAHO) offered to host a workshop to be held in 2016.

WHO/EURO Copenhagen offered to host a workshop either 4<sup>th</sup> Quarter 2016 or 1<sup>st</sup> Quarter 2017 in preparation of the Copenhagen (2018) and Brussels (2017) salary surveys.

## **Methodology II**

WHO/SEARO New Delhi will inform FICSA as soon as possible if the workshop in Sri Lanka is to be held in 2016.

Additionally, the WHO Thailand country office (WHO/SEARO) requested a one-to-one FICSA support mission to assist the LSSC in preparing for the comprehensive salary survey planned in September 2016 at their own cost.

22. The PTC noted that a significant number of salary surveys were planned in Africa in 2016 and recommended the Executive Committee to assist in identifying a suitable venue to hold one workshop in French and one in English.

23. The PTC noted the need for a Spanish-speaking workshop in Latin America in 2016.

**Bearing in mind that these workshops might generate income, the PTC recommended that the Standing Committee on General Service Questions request the Ad hoc Committee on Administrative and Budgetary Questions (A&B) to allocate the amount of CHF 20,000 for the organization of specialized workshops on the salary survey methodology I and II, taking into account the need for capacity building.**

## **Other business (Agenda item 13)**

24. None.

## **Nomination of Standing Committee officers and core group members (Agenda item 14)**

25. The PTC nominated Ms. Marielle Wyncford-Brown (IAEA) as Coordinator.



## Attachment 1

**PROPOSED SCHEDULE FOR NEXT ROUND OF SURVEYS UNDER METHODOLOGY I UNTIL 2019***(Extract from Report of the ICSC to the UNGA for 2011, page 55, ref. A/66/30)*

<b>Duty station</b>	<b>Previous survey</b>	<b>Consultations</b>	<b>Pre-survey agency</b>	<b>Pre-survey document to Chair or responsible Survey date</b>	<b>Survey review</b>
Rome	November 2005	Autumn 2011	Spring 2012	April 2012	Summer 2012
Paris	October 2004	Spring 2012	Autumn 2012	October 2012	Spring 2013
Montreal	April 2005	Autumn 2012	Spring 2013	April 2013	Summer 2013
Tokyo	June 2004	Autumn 2012	Spring 2013	July 2013	Summer 2013
Madrid	April 2004	Spring 2013	Autumn 2013	October 2013	Spring 2014
New York	November 2005	Spring 2014	Autumn 2014	November 2014	Spring 2015
London	November 2006	Autumn 2014	Spring 2015	May 2015	Summer 2015
Geneva	March 2007	Spring 2015	Autumn 2015	September 2015	Spring 2016
The Hague	October 2008	Autumn 2015	Spring 2016	April 2016	Summer 2016
Vienna	November 2007	Autumn 2016	Spring 2017	April 2017	Summer 2017
Bonn	October 2009	Spring 2016	Autumn 2016	October 2016	Spring 2017
Washington, D.C.	October 2010	Spring 2017	Autumn 2017	October 2017	Spring 2018
Brussels	May 2011	Autumn 2017	Spring 2018	May 2018	Summer 2018
Copenhagen	September 2010	Spring 2018	Autumn 2018	September 2018	Spring 2019

## Attachment 2

**LIST OF COUNTRIES THAT ARE DUE FOR  
COMPREHENSIVE SALARY SURVEYS/REFERENCE CHECKS IN 2016**

	Due	Region	Location	Category	Remarks
1	Jan	Africa	Cape Verde: Praia	Category IV	
2	Jan	Africa	Mauritania: Nouakchott	Category IV	
3	Jan	Europe	Bulgaria: Sofia	Category II	Most likely fewer than 30 GS staff, will be recategorized to Cat. V (reference check)
4	Jan	Europe	Serbia: Belgrade	Category II	
5	Feb	Arab States	Syrian Arab Republic: Damascus	Category III	
6	Mar	Africa	Eritrea: Asmara	Category IV	
7	Mar	Africa	Gabon: Libreville	Category III	
8	Mar	Africa	Rwanda: Kigali	Category III	
9	Mar	Asia and Pacific	Bhutan: Thimphu	Category IV	
10	Mar	Asia and Pacific	Papua New Guinea: Port Moresby	Category III	
11	Mar	Europe	Netherlands: The Hague	Methodology I	
12	Mar	Latin America and Caribbean	Paraguay: Asuncion	Category III	
13	Apr	Africa	South Africa: Pretoria	Category I	
14	Apr	Africa	Togo: Lome	Category III	
15	Apr	Europe	Montenegro: Podgorica	Category V	Reference check
16	Apr	Europe	Russian Federation: Moscow	Category I	
17	Apr	Latin America and Caribbean	Barbados: Bridgetown	Category III	
18	May	Africa	Comoros: Moroni	Category III	
19	May	Africa	Madagascar: Antananarivo	Category III	
20	May	Arab States	Jordan: Amman	Category II	
21	June	Africa	Central African Republic: Bangui	Category IV	
22	Jun	Asia and Pacific	China: Beijing	Category I	
23	Jun	Asia and Pacific	Fiji: Suva	Category III	
24	Jun	Asia and Pacific	Solomon Islands: Honiara	Category V	Reference check
25	Jun	Latin America and Caribbean	Ecuador: Quito	Category II	
26	Jul	Africa	Sao Tome and Principe: Sao Tome	Category IV	
27	Jul	Asia and Pacific	Maldives: Male	Category III	
28	Jul	Latin America and Caribbean	Chile: Santiago	Category I	
29	Aug	Asia and Pacific	Afghanistan: Kabul	Category IV	
30	Sep	Africa	Mozambique: Maputo	Category III	
31	Sep	Africa	Uganda: Kampala	Category III	
32	Sep	Asia and Pacific	Thailand: Bangkok	Category I	
33	Sep	Europe	Poland: Warsaw	Category V	Reference check
34	Sep	Latin America and Caribbean	Uruguay: Montevideo	Category II	
35	Oct	Africa	Niger: Niamey	Category III	
36	Oct	Europe	Germany: Bonn	Methodology I	
37	Oct	Latin America and Caribbean	Trinidad and Tobago: Port of Spain	Category III	
38	Nov	Africa	Mali: Bamako	Category IV	
39	Nov	Africa	Sierra Leone: Freetown	Category IV	

## Attachment 3

## LIST OF FICSA RESOURCE PERSONS

NAME	WORKING LANGUAGE	EMAIL	Location	Trainer
Samir Abdel Wahab (non-HQ)	English/Arab	awahabs@emro.who.int	Middle East	Advanced
Steven Ackumey-Affizie (non-HQ)	English	steven.ackumey@fao.org	Africa	Advanced
Jeanne d’Arc Matuje Mukamwiza (non-HQ)	English/French	dArc.MatujeMukamwiza@fao.org	Africa	Beginner
Paolo Barchiesi (HQ)	English/French	paoloromano.barchiesi@alice.it	Europe	Beginner
Vincenzo De Leo (non-HQ) <sup>1</sup>	English	leov@un.org	Europe	Intermediate
Franco di Pancrazio (HQ and non-HQ)	English/French	frandip@libero.it	Europe	Advanced
Varghese Joseph (HQ and non-HQ)	English/French	vjosephvarghese@gmail.com	Europe	Advanced
Edmond Mobio (HQ and non-HQ)	English/French	mobioed@gmail.com	Europe	Advanced
Mauro Pace (HQ and non-HQ)	English/French/Spanish	mauro.pace@fao.org	Europe	Advanced
Imed Zabaar (HQ)	English/French/Arabic	i.zabaar@iaea.org	Europe	Intermediate

## Attachment 4

**PERMANENT TECHNICAL COMMITTEE OF GENERAL SERVICE AND RELATED CATEGORIES**  
**Membership 2016 – 2017**

<b>ORGANIZATION</b>	<b>NAME</b>	<b>EMAIL ADDRESS</b>
AFSM-WHO/SEARO New Delhi	Ram L. Rai (retiree)*	ramrai@gmail.com
FAO/WFP/UGSS Rome	Franco di Pancrazio (retiree) Paolo Barchiesi (retiree) Margaret Eldon (retiree) Mauro Pace Steven Ackumey-Affizie Silvia Mariangeloni	frandip@libero.it paoloromano.barchiesi@alice.it marg_eldon@yahoo.com mauro.pace@fao.org steven.ackumey@fao.org silvia.mariangeloni@wfp.org
IAEA Vienna	Katja Haslinger Marielle Wynsford-Brown Imed Zabaar	k.haslinger@iaea.org m.wynsford-brown@iaea.org i.zabaar@iaea.org
IMO London	Baharak Moradi	bmoradi@imo.org
ITU Geneva	Caroline Debroye Sylviane Asseraf Varghese Joseph (retiree)	caroline.debroye@itu.int Sylviane.asserat@itu.int vjosephvarghese@gmail.com
SCBD Montreal	Véronique Allain	Veronique.allain@cbd.int
UNGSC Brindisi	Vincenzo De Leo Cosimo Melpignano	leov@un.org melpignano@un.org
WHO/EMRO Cairo	Samir Abdel Wahab	Awahabs@emro.who.int
WHO/HQ Geneva	Edmond Mobio (retiree)	mobioed@gmail.com

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\* Follow up required regarding Mr. Rai's availability to continue.

## Appendix 2

### GLOBAL CALL RECRUITMENT OF NON-LOCAL GS STAFF IN FAO 24 January 2016

#### Background

In 2012 the change in leadership of the Food and Agriculture Organization of the United Nations also marked a shift in Human Resources (HR) management policies. It transpired from the get – go that the new administration aimed to review and revise most parts of the Manual Section dealing with HR. In particular, the review would affect job security, performance management, recruitment, selection and mobility of staff with a particular view of reducing the headcount of staff at HQ and staff costs in general.

A non-comprehensive list of HR policies under review included:

**Review of redeployment guidelines**

**Abolition of reduction-in-force (RIF) practices**

**Review of short-term contract policies**

**Review of recruitment and selection procedures for GS staff**

**Abolition and replacement of the GS Staff Selection Committee**

**Announced abolition of upgrading based on job growth**

#### Global call

On 19 March 2015, FAO issued a “Global call for expressions of interest” for a G3 Office Assistant position (IRC 2822) and Office Associate position (IRC 2824). The global call was advertised on the FAO website and, under additional information, the announcement specified that:

- Candidates could apply **from any geographic location.**
- (...) selected candidates needed to relocate to a location within the commuting distance of FAO, Rome, then he/she would have to do so **at his/her own expense.**
- **No international benefits would be payable.**

After the closing date, FAO began using the global call vetted candidates (who had undergone clerical and language testing) for rosters at all levels from G-3 to G-6. Rosters were not shared with the staff representatives and criteria for selection remains unknown. This was carried out notwithstanding the fact that the FAO Manual Section still outlined the local nature of GS recruitment.

The changes were implemented without the agreement of the SRBS on 15 July 2015. Staff representatives were subsequently informed that the global call pool of candidates would be used to fill all GS positions within the organization regardless of the job family or grade. Furthermore, in the application of this new procedure, Administration also unilaterally changed the GS Selection Committee, excluding SRBS from the process and establishing new committees that were obscure and lacked the basic safeguards to fairness, consistency and transparency for all candidates and for the recruitment and selection process in general.

Examples of these inconsistencies include, inter alia, the absence of: proper vacancy announcements for positions; transparent lists of positions to be filled; information on compositions of panels, criteria for selection and clear delegation of authority and routing of submissions. Lastly, because so many decisions were imposed without proper explanation to staff, many staff did not apply to the original global call and were now being excluded from selection processes, which in FAO are now the only means for career advancement.

### **Legal implications and political consequences**

Staff representatives in all organizations need to be aware of these attempts to circumvent the role of the staff representative and to whittle away rights of staff. Applying "best practices" is the newly revived mantra used by HR and the executive heads to rationalize and defend their actions; the other making its reappearance is "co-management".

There are several issues of major concern both to the institution of staff representation and for staff at large.

**The oxymoron of “globally recruited local staff”.** By the ICSC definition, the GS is a locally recruited category, i.e. staff should be recruited from within commuting distance of the organization. Hence, going global for a local recruitment sounds like a contradiction in terms. Moreover, the practice may result in additional problems with host governments, depending on applicable legislative frameworks. Finally, it has to be underlined that salary surveys, based on the ICSC methodology, are conducted with reference to local comparators. The aim of the Flemming principle is to enable the organizations to compete locally. Conceptually, the global recruitment contradicts the spirit of the Flemming principle.

**The exclusion of staff associations/unions from the selection processes.** The absence of staff representatives from the process, even in observer capacity, jeopardizes transparency and buy-in by staff.

**The absence of clear rules and guidelines to govern new processes,** including criteria for interviews and procedures for ranking candidates in short-lists hampers buy-in. Lack of transparency also makes legal recourse particularly difficult for staff members wishing to challenge a related administrative decision.

Newly-recruited "international" staff are denied their right to international benefits.

Disregard for Staff Regulation 301.4.4 which stipulates that *“the fullest regard shall be had in filling vacancies, to the requisite qualifications and experience of persons already in the service of the Organization”*.

## Annex 8

### REPORT OF THE STANDING COMMITTEE ON PROFESSIONAL SALARIES AND ALLOWANCES

Chair	Christian Gerlier (ITU)
Rapporteur/Member, FICSA Executive Committee	Matthew Montavon (AP-in-FAO)
President, FICSA	Diab El-Tabari (UNRWA/ASA)
Treasurer, FICSA	Gaston Jordan (ICAO)
Member, FICSA Executive Committee	Irwan Mohd Razali (WHO/HQ K. Lumpur outpost)
Regional Representatives	Patanjali Dev Nayar (WHO/SEARO New Delhi)
	Lisa Villard (IAEA)
Information Officer, FICSA	Brett Fitzgerald (WIPO)

### Participants

AP-in-FAO	Juan José Coy Girón Christopher Pardy
FAO/WFP-UGSS	Svend Booth
ICAO	Walter Parks
IMO	Brice Martin-Castex Edmond Titi-Lartey
ITU	Henri-Louis Dufour Akim Falou Dine Varghese Joseph
OSCE (special status)	Roman Langthaler
PAHO/WHO Washington	Pilar Vidal Estevez
SCBD	Frédéric Vogel
UNAIDS	Taavi Erkkola
UNESCO	Elia Matias
WHO/AFRO Brazzaville	Christian Pethas Magilad
WHO/EURO Copenhagen	David Barrett
WHO/HQ Geneva	Gemma Vestal
WHO/HQ (K. Lumpur outpost)	Balachandar Krishnasamy

WHO/WPRO Manila

Kelvin Khow

WMO

Andrès Orias-Bleichner

### **Members with associate status**

ECB

Marco Luigi Fassetta

OPCW

Stéphane Hohn

### **Member with consultative status**

EPO

Alain Rosé  
Johannes Schaaf

### **Federation with observer status**

FUNSA Guinea

Lucie Gnongo Beavogui

## **Adoption of the agenda (Agenda item 1)**

1. The items on the agenda were reviewed and the final agenda was adopted as follows:

1. Adoption of the agenda
2. Election of the rapporteur
3. Report of the PTC/PSA
4. Review of the recommendations of the PSA SC from the 68th FICSA Council
5. Topical issues
  - a. Review of the compensation package: outcomes and next steps
  - b. Freeze on benefits
  - c. Discussion on study on acquired rights within the context of the compensation review
6. Other business
7. Summary of recommendations and discussion of draft report
8. Membership issues
9. Nomination of Standing Committee Officers and Core Group members

## **Election of the Rapporteur (Agenda item 2)**

2. Mr. Matthew Montavon (AP-in-FAO) was nominated rapporteur.

## **Report of the PTC/PSA (Agenda item 3)**

3. Mr. Montavon (AP-in-FAO) presented the report of the Permanent Technical Committee (PTC) (see Annex) which had concentrated its discussion on the results of the 37<sup>th</sup> session of the Advisory Committee on Post Adjustment Questions (ACPAQ) and the Agenda for its forthcoming (38<sup>th</sup>) session (UNESCO, Paris, 15 to 22 February).



### Review of recommendations of the PSA SC from the FICSA 2014 Council (Agenda item 4)

4. The following extract from the Report of the Executive Committee to the 2015 FICSA Council was presented and the decisions were discussed in turn:

Decision No.	VI. PROFESSIONAL SALARIES AND ALLOWANCES	Responsibility	Action /Comments
FICSA/C/68/D/44	A consultant should be recruited to undertake an extensive study on the issue of acquired rights. Terms of reference should be prepared by the FICSA Executive Committee in cooperation with the Chairs and Vice-Chairs of the Standing Committees on Professional Salaries and Allowances and Legal Questions and define an appropriate timeline, taking into account the dates of the ICSC sessions and other meetings for which work might be needed.	FICSA Excom SC/PSA SC/LEGAL	Done. Legal study on acquired rights was carried out by Mr. Bollen.
FICSA/C/68/D/45	The FICSA Executive Committee should identify and recruit a FICSA information officer as a matter of urgency – by no later than the end of 2015.	FICSA Excom	Done
FICSA/C/68/D/46	From the list of topics drawn up by the Standing Committee on Professional Salaries and Allowances relating to the comprehensive review of the compensation package, individual members should be invited to assume responsibility for specific topics in line with their experience and knowledge. Those volunteering should research and summarize the issues they had chosen and submit proposals for strategic interventions that could be fed into the Special Task Force and passed on to those representing the Federation at the relevant meetings. Mr. Matthew Montavon (AP-in-FAO), the first of the two members for compensation issues on the FICSA Executive Committee, should coordinate the effort and keep the Chair, co-Chairs and Core members of the Standing Committee on Professional Salaries and Allowances regularly informed on how the work was progressing.	M. Montavon	Done

FICSA/C/68/D/47	<p>The FICSA Executive Committee should:</p> <p>(i) recruit a consultant to conduct a study on the social impact of the current compensation package and the potential impact of the proposed changes to that package; and (ii) in cooperation with the Chair and Vice-Chairs of the Standing Committee on Professional Salaries and Allowances, determine the terms of reference for the work and set an appropriate timeline, taking into account the dates of forthcoming ICSC and other meetings for which the work might be needed. Furthermore, the FICSA Executive Committee, in cooperation with the Chair and Vice-Chairs of the Standing Committee on Professional Salaries and Allowances, should take the steps necessary to ensure that the study had a dual output: (a) a factual paper that could be used as the basis for the Federation's arguments in ICSC sessions, and (b) advocacy material, such as a video, that could be used to convince members of the ICSC and other relevant committees of the compensation package review's negative impact on staff.</p>	FICSA Excom SC/PSA	Done by Leslie Ewart
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5. Participants noted the actions taken in response to the recommendations. Questions regarding the legal opinion on acquired rights would be discussed under agenda item 5.

### Topical issues (Agenda item 5)

#### a. Review of the compensation package: outcomes and next steps

6. Mr. Montavon provided an analysis of the impact of the comprehensive review that noted several areas, including the decisions on accelerated home leave, mobility and education grant, in which staff benefits had been reduced. In the discussion that ensued, the participants agreed on the need for significant follow-up to the review. It was suggested that it would be important to collect information from staff on how the impact was affecting them. It was further suggested that the survey dig deeper and explore questions such as the impact on staff motivation and staff retention, views on the UN as a model employer and the impact on the diversity of the workforce. The survey required clear objectives and metrics, if it was to form the basis for evidence to be put before the ICSC and bolster arguments for correcting some of the decisions taken in the context of the comprehensive review. The survey could be carried out with the other staff federations, thus broadening its coverage and strengthening its validity. The survey would be conducted at periodic intervals to assess the impact over time. A working

group was established within the Standing Committee to draft the objectives of the survey so as to guide FICSA on its implementation. That guidance was to be provided shortly after the Council.

**The Committee recommended that the FICSA Executive Committee, supported by the core members of the Standing Committee, potentially in cooperation with the other staff federations, develop a staff survey to be sent out once the comprehensive review had entered into effect, which would assess the impact of the changes on staff conditions of services. The objectives would include:**

- (a) Collecting feedback from staff on the impact of changes, both positive and negative, brought about by the comprehensive review;**
- (b) Identifying staff attitudes regarding their conditions of service, including willingness to remain in employment with the UN, and the degree of willingness to recommend the UN as a good employer; and**
- (c) Collecting data that would indicate the impact of the comprehensive review changes on the workforce and its diversity.**

**The survey questions would be formulated objectively and in a neutral manner to establish a strong basis and solid matrices for bringing arguments to the ICSC for adjustment and improvements to the compensation package.**

**The Standing Committee recommended that CHF 3,000 be allocated to recruit a consultant.**

7. The Standing Committee also discussed communication needs in the follow-up to the comprehensive review. Members agreed that it would be important to develop training material that would educate staff on the changes and the impact of the comprehensive review. Once training material or an information package had been drawn up, video briefings and on-line conferences could be held to provide further understanding and answer members' questions. The Regional Representatives would be tasked with promoting the material in their regions.

**The Committee recommended that the FICSA Executive Committee, supported by the core members of the Standing Committee, develop information material on the comprehensive review. That material would serve to educate staff on the changes to the benefit package resulting from the review.**

**The Committee also recommended that the information material be used in video briefings and by the regional representatives to reach staff worldwide to the greatest extent possible.**

#### **b. Freeze on benefits**

8. In relation to Agenda item 5.b., members raised concerns regarding the stagnation of salaries and benefits and suggested that there be advocacy for improvements. Options were discussed, such as shifting salary funding from post adjustment to the base salary, reviewing the Noblemaire principle and recruiting a consultant to provide arguments in order to increase

salaries. In conclusion, the Committee did not see any opportunity for major adjustment given that the comprehensive review had just been completed and that the International Civil Service Commission (ICSC) followed a strict methodology for making adjustments.

**c. Discussion on study on acquired rights within the context of the compensation review**

9. Members of the FICSA Executive Committee, Diab El-Tabari, Gaston Jordan, and Matthew Montavon, who had reviewed the lawyer's report when it was initially provided, elaborated further on the findings. They noted that in the analysis of the lawyer's review of case law the violation of acquired rights only applied to contractual obligations, such as salary, and that other statutory rights could be changed without there being any violation. The administrative tribunals in recent years had been tending to provide organizations greater flexibility in terms of changing benefit levels that had not proven positive for staff. There were conditions, nonetheless, where drastic changes or a series of lesser changes could violate the principle of acquired rights. The Standing Committee identified a need for further legal review and potential legal action, should violations be identified during the implementation of the comprehensive review. That issue would also be brought to the attention of the Standing Committee on Legal Questions.

**The Standing Committee recommended that the Executive Committee engage the lawyer, who had delivered the acquired rights study, to conduct a follow-up review of the changes in the conditions of service emerging from the comprehensive review. The aim of that review would be to identify any areas of concern pertaining to potential violations of acquired rights.**

**The Standing Committee recommended that CHF 2,000 be allocated to this activity.**

**Other business (Agenda item 6)**

10. Several member associations/unions raised concerns over the continuity of contracts. Some organizations had statutory limits on employment; others required breaks in service after a few years of work, while others were abolishing continuous contracts. The lack of a coherent policy across the UN system posed an obstacle to the One UN objectives and promoting inter-agency mobility. The Standing Committee recognized the need for collection of data on various policies on professional contracts. In conjunction with the discussion of contracts, issues of duty of care and inter-agency skill transferability were also raised. While those concerns were recognized, the Standing Committee felt that these issues would be more appropriately addressed in the Standing Committee on Human Resources Management.

**Summary of recommendations and discussion of draft report (Agenda item 7)**

11. The Committee felt that the item was redundant and decided that no action was required.

**Membership issues (Agenda item 8)**

12. No issues were raised.

**Nomination of Standing Committee Officers and Core Group members (Agenda item 8)**

13. The Standing Committee nominated Christian Gerlier (ITU) as Chair, and Taavi Erkkola (UNAIDS) and Walter Parks (ICAO) as Vice-Chairs.

14. The following participants indicated their interest in being part of the Core Group:

Varghese Joseph (ITU)  
Akim Falou-Dine (ITU)  
Christian Gerlier (ITU)  
Matthew Montavon (AP-in-FAO)  
Giovanni Muñoz (AP-in-FAO)  
Lisa Villard (IAEA)  
Edwin Titi-Lartey (IMO)  
Lucie Gnongu Beavogui (FUNSA Guinea)  
Christian Pethas (WHO/AFRO Brazzaville)  
Christopher Pardy (AP-in-FAO)

## Appendix

### REPORT OF THE PERMANENT TECHNICAL COMMITTEE OF THE STANDING COMMITTEE ON PROFESSIONAL SALARIES AND ALLOWANCES

31 January 2015

Chair	Christian Gerlier (ITU)
Rapporteur/Member, Executive Committee	Matthew Montavon (AP-in-FAO)
President, FICSA	Diab El-Tabari (UNRWA/ASA)
Member, Executive Committee	Irwan Mohd Razali (WHO/HQ K.Lumpur outpost)

#### Participants

AP-in-FAO	Juan José Coy Girón Christopher Pardy (Bangkok Office)
ITU Geneva	Henri-Louis Dufour Varghese Joseph
PAHO/WHO Washington	Pilar Vidal
UNAIDS Geneva	Taavi Erkkola
WHO/WPRO Manila	Kelvin Khow

#### Guest

ICSC	Yuri Orlov Ibrahim Yansaneh
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#### Adoption of agenda (Agenda item 1)

1. The agenda was agreed as proposed:
  1. Adoption of agenda
  2. Election of the rapporteur
  3. ACPAQ: Report of the 2015 ACPAQ Meeting, Brindisi, 23 February to 2 March 2015; and preparation for the 2016 ACPAQ Meeting, Paris, 15 February to 22 February 2016
  4. Review of the compensation package: outcome and next steps
  5. Membership issues
  6. Other business

## **Election of the Rapporteur (Agenda item 2)**

2. Mr. Matthew Montavon (AP-in-FAO) was nominated as the Rapporteur.

## **ACPAQ: Report of the 2015 ACPAQ Meeting, Brindisi, 23 February to 2 March 2015; and preparation for the 2016 ACPAQ Meeting, Paris, 15 to 22 February 2016 (Agenda item 3)**

3. The Chair noted that Diab El-Tabari, Matthew Montavon and Varghese Joseph had participated in the ACPAQ session on behalf of FICSA. Matthew Montavon reported on the outcome of the meeting. He stated that the agenda had dealt primarily with the preparation for the 2016 round of the cost-of-living surveys and with a review of operational rules regarding the post adjustment. He noted that changes to the survey included greater use of external pricing data, which would be purchased from the European Comparison Programme (ECP), and improved survey collection techniques used for data that the ICSC collected itself. While concerns were expressed regarding the potential loss of relevance of the ECP data to the purchasing habits of UN staff, the FICSA representatives were assured that the data comparability would be maintained, and that the purchase of those data would allow the ICSC to concentrate its survey work on other areas.

4. Mr. Montavon also noted the ACPAQ review of the operational rules regarding the post adjustment. That was a complex and sensitive area for staff. Many of the rules were designed to ensure stability for staff salaries, and tinkering with the rules could inject an element of instability in staff take-home pay. The ACPAQ concluded that it would not recommend any changes to the operational rules. The ACPAQ did not see any methodological objection to rule changes, but considered the decision on that issue to be political rather than technical. The issue was sent back to the Comprehensive Review working groups and some elements went into the General Assembly approved package, although those changes were fairly limited and would not have a major impact on staff take-home pay.

5. Mr. Ibrahim Yansaneh joined the meeting and provided further explanations regarding the work and recommendations of ACPAQ. He reported on the changed methodology for calculating the out-of-area component of the post adjustment, which would primarily have an impact on headquarters duty stations, and the move to use local housing weights for survey calculations. He also provided more details on the changes to the operational rules, including the gap closure measure and the 5 per cent rule.

6. He advised the meeting on the upcoming agenda for the next ACPAQ session to be held in Paris from 15 to 22 February. It was expected that documents would be sent by 1 February. The agenda would cover the standard items in preparation for the place-to-place survey, including the review of the market basket, comparability to the ECP market basket and survey instruments. Changes in the upcoming round would include, in addition to the ECP data, a role change for the survey coordinator, the posting of all surveys on line, improved data-collection procedures and the incorporation of the new out-of-area weights and housing weights.

7. The PTC had a thorough exchange with Mr. Yansaneh, in the course of which questions were raised and discussed.

**Review of the compensation package: outcome and next steps (Agenda item 4)**

8. For want of time and given that the item would be prominent on the agenda of the Standing Committee on Professional Salaries and Allowances, the review of the compensation package was not discussed.

**Membership issues (Agenda item 5)**

9. No issues were raised.

**Other business (Agenda item 6)**

10. No issues were raised.



**Annex 9****REPORT OF THE STANDING COMMITTEE ON STAFF/MANAGEMENT RELATIONS**

Chair	Bernadette Fogue Kongape (WHO/AFRO Brazzaville)
Vice-Chair	Irwan Mohd Razali (WHO GSC K. Lumpur outpost)
Rapporteur	Marina Appiah (WHO/HQ Geneva)
President, FICSA	Diab El-Tabari (UNRWA/ASA)
Regional Representative	Patanjali Dev Nayar (WHO/SEARO New Delhi)

**Participants**

AP-in-FAO	Juan José Coy Giròn
FAO/WFP-UGSS	Svend Booth Margarita 'Peggy' Brattlof
ICAO	Viera Seben
IMO	Brice Martin Castex
ITU	Sylviane Asseraf Henri-Louis Dufour Christine Gimenez
OSCE (special status)	Nizar Zaher
UNAIDS	Taavi Erkkola Tanya Quinn-Maguire
UNESCO	Sandra Gallet
UNFCCC	Maria Garcia Peter Kakucska
UNGSC	Vincenzo De Leo Cosimo Melpignano
PAHO/WHO Washington	Rodolfo Calderon Pilar Vilar Estevez
WHO/AFRO Brazzaville	Modinah Chingoma Lydie Gassackys Christian Pethas Magilad
WHO/HQ K. Lumpur outpost	Balachandar Krishnasamy

WHO/SEARO New Delhi                      Arun Shrivastava

WHO/WPRO Manila                      Kelvin Khaw  
Ruel Serrano

WMO                      Jalil Housni

#### **Member with consultative status**

**EPO**                      Alain Rosé  
Johannes Schaaf

#### **Federations with observer status**

FUNSA Ethiopia                      Makane Faye

FUNSA Guinea                      Mariama Dioubate  
Lucie Gnongo Beavogui

#### **Adoption of the agenda (Agenda item 1)**

1. The Standing Committee adopted the following agenda:
  1. Adoption of the agenda
  2. Election of the rapporteur
  3. Report of Chair on previous year's activities
  4. Update on staff/management relation issues at WIPO, including WIPO's summary dismissal of the President of the WIPO Staff Association
  5. Update on staff/management relation issues at UPU
  6. Update on staff/management relation issues at FAO/WFP-UGSS
  7. Redeployment exercises at UNESCO and UNFCCC
  8. Cost sharing for release of FICSA officers
  9. HLCM strategic plan 2013-2016 and results framework (CEB/2014/HLCM/10)
  10. Other business
  11. Nomination of Standing Committee officers and core group members

#### **Election of rapporteur (Agenda item 2)**

2. Ms. Marina Appiah (WHO/HQ Geneva) was appointed rapporteur.

#### **Report by Chair on previous year's activities (Agenda item 3)**

3. The Chair stated that in March 2015 she had asked for confirmation of emails from all delegates on this Committee. She also requested topics for discussion. Topics identified included problems encountered by certain staff members in obtaining bank loans in Guinea, Conakry.

4. During the year, the Vice-Chair, Ms. Christine Bétrémieux (UPU), was absent at a time when the Chair was also unavailable. This led to minimal work done during that period.

**Update on staff/management relation issues at WIPO including WIPO's summary dismissal of the President of the WIPO Staff Association (Agenda item 4)**

5. The President of FICSA informed the meeting that the appeal of Mr. Moncef Kateb was still pending. Mr. Kateb had been summarily dismissed in September 2014. Sixteen months later, he had still not been reinstated. FICSA had taken the matter up with the Office of the Secretary-General at the time of the UN General Assembly in 2014. There had been widespread discussion of the actions of the WIPO Director General also in his native country of Australia. Since Mr. Kateb's summary dismissal, the Director General of WIPO had continued to engage in various retaliatory actions against the WIPO Staff Association and had repeatedly attempted to interfere in its affairs. The President of FICSA said that the Federation would need to revisit the previous resolution relating to what was happening at WIPO and adopt a new one since harassment and interference of that kind seemed to have become an ongoing trend (Annex 2 refers). In the UN family of organizations, staff/management relations were steadily deteriorating.

**Update on staff/management relation issues at UPU (Agenda item 5)**

6. The President of the UPU Staff Association had been involved in difficult discussions with management and was alleged to have made a controversial remark that might be interpreted as racist. This had led to her suspension for three months without pay. An investigation had been conducted from January to August 2015. The outcome was to suspend the President of the Staff Association, which was disproportionate.

7. Regardless of that incident, the General Assembly of the Staff Association took place in order to form a new committee. Only four staff members volunteered to work as staff representatives since the current threatening working environment was seen as a deterrent to staff. UPU Management exerted every influence to dissolve the Committee, including threatening to dismiss the President of the UPU Staff Association, should she conduct elections, taking decisions without the Staff Association and placing a freeze on its activities.

8. The remaining members of the UPU Staff Association Committee were forced to resign.

9. Furthermore, the previous resolution by FICSA relating to that issue was interpreted by UPU Management as portraying the Director-General in a negative light.

10. There had been no healthy staff/management dialogue in place at UPU since March 2015.

**Update on staff/management relations at FAO/WFP-UGSS (Agenda item 6)**

11. The staff of FAO/WFP-UGSS went on a four-day strike in March 2015 to request FAO management to:

- Withdraw Administrative Circular 2015/07 and establish a joint staff/management task force to discuss the social and legal implications therein, particularly for the staff immediately or already affected;
- Withdraw the reprimands issued to elected officers of the UGSS related to activities carried out in the conduct of their functions as elected staff representatives and to call on Management to sit down with Staff Representative Bodies (SRBs) to respect the Recognition Agreement with regard to demonstrations;
- Suspend the decision to open GS vacancies to external candidates to populate the new and never discussed roster; and
- Commit to postponing the introduction of the proposed new Performance Evaluation and Management System until further meaningful consultations could be held with the SRBs.

12. A number of these issues remained outstanding yet today. In addition, staff are concerned about:

- The suppression of the language allowance for staff recruited on or after 1 January 2016;
- The formulation of vacancy notices shrouded in secrecy;
- The launch of alternate strategies to represent staff; and
- The non-release of staff to run for the position of the General Secretary of FICSA.

13. There had clearly been a deliberate effort on the part of FAO Management to limit the influence of the Union of General Service Staff (UGSS), deny its legitimacy and replace elected representatives.

14. It was observed that regardless of the various fora for resolving issues, including the Joint Inspection Unit (JIU), International Labour Organisation Administrative Tribunal (ILOAT) and the Office of Internal Oversight Services (OIOS), executive heads continued to refuse either directly or indirectly to engage with their staff associations/unions.

15. Given the trend of deteriorating staff/management relations in organizations, including EPO and WHO/HQ, the following recommendations were formulated:

**The Standing Committee recommended that: (a) FICSA should make it a priority work area to curb the deteriorating staff/management relations in organizations; (b) FICSA should formulate two strong, formal resolutions to defend staff rights and take these resolutions to the relevant international bodies and institutions, such as HLCM and the Administrative Council of the European Patent Organization (EPO); (c) FICSA should approach Member States on the issue of deteriorating staff/management relations in organizations; (d) FICSA should bring external pressure to bear; (e) FICSA should offer training to staff associations/unions on managing staff/management relations; and (f) FICSA should ask the JIU for an update on issues related to staff/management relations throughout the system.**

**Staff associations/unions should inform FICSA of staff/management problems from the moment they observe unhealthy trends in their respective organizations and inform their constituents regularly of discussions with management.**

### **Redeployment exercises at UNESCO and UNFCCC (Agenda item 7)**

16. The delegate from UNESCO stated that the redeployment exercise undertaken by UNESCO had affected 300 posts. Recently, five staff members had lost their jobs and 14 others had their posts downgraded (salaries and pension payments were maintained but staff lost their grade). A further 10 posts had been abolished or downgraded, with three members of staff agreeing to take voluntary separation packages over the last two years. In addition, the Venice Office of UNESCO had been obliged to let go of its permanent staff and had kept on board those with temporary contracts as the latter group proved to be cheaper in terms of staff costs.

17. The President of the UNFCCC staff association informed the Standing Committee that in the wake of the restructuring exercise undertaken by the organisation, some 20 staff members had lost their positions and some 20 others had accepted separation packages.

18. A second phase of the restructuring exercise was currently under way. 40 posts were being re-designed and the incumbents of those posts would have to apply for the new positions. It was still unclear how many staff members would ultimately be affected. During a recent teleconference between UNFCCC and FICSA, UNFCCC management had reaffirmed its commitment to follow best practices and it was seeking to improve upon the current structural reorganisation. The UNFCCC management had also requested a meeting with FICSA in the near future. Among other measures to assist staff affected by the changes, those staff members who had been compelled to leave the organization on account of the exercise would have the right to be considered internal candidates for one year.

19. Mr. Simon Ferrar, freelance trainer, had been hired during the process in order to bridge gaps, including that of transparency.

20. Even though times were difficult, the UNFCCC Management had consciously accommodated FICSA's recommendations in the formulation and implementation of its restructuring policy. That said, a possible restructuring/resizing exercise could arise in the foreseeable future.

21. The general feeling within the Standing Committee was that there was a disconnect between member states, administration and staff, which invariably resulted in a shift towards redeployment/restructuring and the abolition of posts.

### **Cost sharing for release of FICSA officers (Agenda items 8)**

22. The Executive Committee of FICSA had approached the HLCM with a cost-sharing formula for the release of FICSA Officers in order to overcome the recurrent impediment posed by the releasing agencies having to absorb the staff costs for any of their staff wishing to serve as President or General Secretary on the FICSA Executive Committee. An HLCM working group had been created to study the proposal from FICSA and see how the issue could be settled, if it were to be accepted. The FICSA Executive Committee had received an e-mail from the HLCM working group 26 January 2016, enumerating the topics which the working group would like to discuss with FICSA in a video conference set for the first week of February.

23. It was decided that an appropriate response to the e-mail would be prepared and sent to the CEB.

**HLCM Strategic Plan 2013-2016 and results framework (CEB/2014/HLCM/10) (Agenda item 10)**

24. A briefing on the HLCM Strategic Plan 2013-2016 was given.

**Other business (Agenda item 11)**

25. The meeting also discussed the situation of further deteriorating staff/management relations at EPO and a resolution was put forth for adoption (Annex 2).

**Nomination of Standing Committee Officers and core group members (Agenda item 12)**

26. The Standing Committee nominated Bernadette Fogue (WHO/AFRO Brazzaville) as Chair and Peter Kakucska (UNFCCC) and Viera Seben (ICAO) as Vice-Chairs.

**Members of the Core Group are listed below:**

Arun Shrivastava	WHO/SEARO
Lucie G Beavogui	FUNSA Guinea
Marianma Dioubate	FUNSA Guinea
Joseph Stephen Rayan	WHO/HQ Outpost in Kuala Lumpur
Kelvin Khaw	WHO/WPRO
Balachader Krishnangamy	WHO/HQ Outpost in Kuala Lumpur
Ruel Serrano	WHO/WPRO
Makane Faye	FUNSA Ethiopia
Rodolfo Calderon	PAHO/WHO Washington
Maria Garcia	UNFCCC
Viera Seben	ICAO
Marina Appiah	WHO/HQ Geneva

**Annex 10****REPORT OF THE FICSA WORKING GROUP ON STRATEGIC DEVELOPMENT**

Chair and Rapporteur	Imed Zabaar (IAEA)
President, FICSA	Diab El-Tabari (UNRWA/ASA)
Member, FICSA Executive Committee	Irwan Mohd Razali (WHO/HQ K. Lumpur outpost)
	Matthew Montavon (AP-in-FAO)
Regional Representatives	Véronique Allain (SCBD)
	Patanjali Dev Nayar (WHO/SEARO New Delhi)
	Lisa Villard (IAEA)
Information Officer, FICSA	Brett Fitzgerald (WIPO)

**Participants**

FAO/WFP-UGSS	Margarita ‘Peggy’ Brattlof Mauro Pace
ICAO	Walter Parks
IMO	Brice Martin-Castex Sarah Rabau-Dunlop
ITU	Akim Falou-Dine Christian Gerlier
OSCE (special status)	Roman Langthaler
PAHO/WHO Washington	Rodolfo Calderon
UNAIDS	Taavi Erkkola
UNESCO	Sandra Gallet
UNFCCC	Peter Kakucska Ronald de la Cruz
WHO/AFRO Brazzaville	Christian Pethas Magilad
WHO/EURO Copenhagen	David Barrett
WHO/HQ Geneva	Gemma Vestal
WHO/SEARO New Delhi	Arun Kumar Shrivastava
WHO/WPRO Manila	Ruel Serrano

WMO

Jalil Housni  
Andrès Orias-Bleichner**Members with associate status**

ECB

Marco Luigi Fassetta

OPCW

Stéphane Hohn  
Yvonne Lane**Federation with observer status**

FUNSA Guinea

Mariama Dioubate  
Lucie Gnongo Beavogui**Adoption of the agenda (Agenda item 1)**

1. Election of the rapporteur
2. Candidatures for election to the position of FICSA General Secretary
3. Changes to the FICSA Statutes – the way forward
4. FICSA communication strategy – visibility - media strategy
5. FICSA training programme (catalogue)<sup>4</sup>  
<http://www.ficsa.org/library/ficsa-documentation.html?sid=2431:FICSA-Training-catalogue>
6. FICSA budget and dues collection
7. FICSA representation in New York
8. FICSA alliances with other entities - FICSA/CCISUA
9. FICSA website
10. FICSA magazine
11. FICSA legal retainer
12. FICSA travel guidelines
13. Other business

**Election of the rapporteur (Agenda item 1)**

1. Mr. Taavi Erkkola (UNAIDS) was elected rapporteur.

**Candidatures for election to the position of FICSA General Secretary (Agenda item 2)**

2. At the opening of the meeting, the Chair mentioned that in view of its importance and relevance to the work of the Council, agenda items 2 and 3 had been added to the provisional agenda of the working group at the request of the Heads of Delegations in their meeting with the Executive Committee held on Sunday, 24 January 2016.

3. He further mentioned that since neither of the nominations received for the position of General Secretary had been valid, as they did not fully meet the requirements, it was decided to

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<sup>4</sup> Please refer to the FICSA training catalogue on the website.



extend the deadline for the submission of nominations until 48 hours prior to the elections. The deadline, therefore, became Tuesday, 26 January 2016 at 14h00.

4. If no valid nomination for the position of General Secretary was received by that time, the Heads of Delegations would submit a number of options to the Working Group so that the members could thoroughly analyse and identify the pros and cons of each option and make a final recommendation to the Council.

5. The options were as follows:

**Option 1:**

Conduct the elections in compliance with the Statutes.

If the position remained vacant, the Executive Committee should within 14 days after the FICSA Council send out another call for nominations with the aim of conducting a postal vote. If no positive response was received, the position would remain vacant and the Executive Committee should designate a member as Acting General Secretary.

**Option 2:**

Identical to option 1 except that the Executive Committee would recruit locally a qualified person to help with the management of the office in Geneva for the period of one year.

That option would be in compliance with Article 33 which read:

“The Executive Committee may employ any person or persons and make any administrative arrangements necessary for carrying out its work.”

6. It was, however, suggested that should the Council opt for the second option, the funding of the position should come from the reserve fund in order not to increase the scale of contributions.

7. It was further suggested that in future, the call for nominations should go out earlier so as to allow sufficient time for candidates to negotiate their release with their respective organizations.

8. In addition, it was suggested that the FICSA Council should decide whether the General Secretary had to be located in Geneva considering the possible use of modern technology.

9. During the discussions of the Working Group, the majority of the participants felt that while established practices and procedures should be followed, a request should be made to Council to approve the consideration of nominations with the full time release, but not necessarily requiring relocation.

10. If the reason for non-relocation was beyond the candidate's control, such as budgetary restrictions by the releasing organization, FICSA could contribute to the relocation and salary so as to offset the difference between emoluments at the duty station of origin and Geneva. The funding should come from the reserve fund in order not to increase the scale of contributions.

11. At the request of the Chair in plenary, the heads of delegations met on Wednesday, 27 January 2016 following the presentation of candidates to finalize a recommendation for presentation to Council.

12. After a discussion, the majority had agreed to present a motion to the plenary for a decision.

*“It is proposed that the Council approve, on an exceptional basis, the consideration of nominations for the post of General Secretary of candidates who have been granted full-time release, yet whose relocation has not been approved.*

*If the reason for non-relocation is beyond the candidate’s control, such as budgetary restrictions imposed by the releasing organization, FICSA should contribute to both the relocation and salary of the selected candidate in order to make up the difference between the emoluments at the duty station of origin and those at Geneva. The funds for that purpose should be drawn from the unspent balance in order not to incur an increase in the scale of contributions”.*

13. The Council Chair presented the motion to a special plenary session in the morning of the following day. The motion was voted down.

14. Following the rejection of the motion, the Chair of the Council requested the Working Group to meet and prepare a recommendation on the way forward.

**The Working Group felt that in view of the Council’s rejection of the motion, the Executive Committee should conduct its work in accordance with the FICSA Statutes. Furthermore, the Executive Committee should within 14 days after the 69th session send out a call for nominations for the position of General Secretary with the aim of conducting a postal vote.**

15. Furthermore, in preparation for the forthcoming meeting of the High-Level Committee on Management (HLCM) in February 2016, the Working Group prepared a resolution for Council’s consideration (Annex 2 refers).

### **Changes to the FICSA Statutes – The way forward (Agenda item 3)**

16. The Working Group noted that Articles 1 – 20 of the Statutes had been reviewed and decided on by the Council at its 68th session held in Rome. Those amendments adopted by Council should be communicated to the members in accordance with Article 43 once the entire review had been completed.

**In order to continue the review of the Statutes from Article 21 onwards, the Working Group recommended that the Executive Committee send out the remaining articles/rules to the FICSA members for their review and comments. For that purpose an online questionnaire was developed.**

Prior to sending the link, the Working Group recommended that the FICSA Secretariat should send a message to the FICSA membership requesting the confirmation of the person who would be participating in the survey on behalf of the staff association/union. Thereafter, in early February 2016, the link would be sent for submission of comments before end March 2016.

During the month of April, the Executive Committee should analyse the replies and send the data report and analysis to the membership as well as clarifications, should they be requested.

Beginning May 2016, the Executive Committee should hold an on-line meeting with the FICSA membership to discuss those suggested amendments, upon which no agreement had been reached.

Following the WebEx meeting, the Executive Committee should update those amendments and send the items to the heads of delegations for final review.

The final package, including those items adopted previously during the 68th session, should be sent in September 2016 to the FICSA membership for review prior to the 70th session.

As the exercise might raise the interest of the membership in reviewing other articles/rules, the Working Group suggested adding a question at the end of the survey to establish whether the membership wished to amend or add anything new to the Statutes.

#### **FICSA communication strategy – visibility - media strategy (Agenda item 4)**

17. The Working Group felt that items 4, 10 and 11 of the agenda were linked.
18. The Working Group emphasised the urgent need to revamp the FICSA website.

The Working Group recommended that the Executive Committee commission a communications specialist to assist the Federation in branding its image and preparing a communications strategy.

In order to enhance communication between the Executive Committee and the FICSA membership as well as between the members of the Executive Committee, the Working Group recommended that the Executive Committee prepare a communications strategy.

Furthermore, it recommended that the Executive Committee hold quarterly on-line meetings with the regional representatives in order to brief them on its activities and any other ongoing issues in their areas.

#### **FICSA training programme (Agenda item 5)**

The Working Group discussed and agreed that the training catalogue should be shared with other sister federations. However, all material should be branded by FICSA and FICSA course certificates issued, even in those instances where the workshop was organized by another association/union.

### **FICSA budget and dues collection (Agenda item 6)**

19. The item was discussed in the Ad hoc Committee on Administrative and Budgetary Questions.

### **FICSA representation in New York (Agenda item 7)**

21. The Working Group was informed that since the withdrawal of UNDP from the Federation, FICSA had lost its presence in New York. Following the establishment of the cooperation agreement with CCISUA, the FICSA President had been allowed to make use of the office space of the New York Staff Union while lobbying in New York.

**In order to make the lobbying exercise more efficient, the Working Group recommended that the Executive Committee seek support from the membership and cooperate with its sister federations.**

### **FICSA alliances with other entities - FICSA/CCISUA (Agenda item 8)**

**The Working Group took note of the Cooperation Agreement signed between FICSA and CCISUA and recommended that the Executive Committee continue to maintain and enhance its relationship with both CCISUA and UNISERV. The Executive Committee should also explore opportunities for cooperation with other representative bodies in the UN.**

### **FICSA website (Agenda item 9)**

22. See agenda item 4.

### **FICSA magazine (Agenda item 10)**

23. See agenda item 4.

### **FICSA legal retainer (Agenda item 11)**

24. It was reported that this item had been discussed in the Standing Committee on Legal Questions.

### **FICSA travel guidelines (Agenda item 12)**

25. The Working Group emphasised the importance of both the Executive Committee members and FICSA secretariat staff following the travel rules of their respective organizations.

### **Other business (Agenda item 13)**

26. **The Working Group recalled the recommendation made at the previous session to change the Working Group for Strategic Development into an Ad hoc Committee on Strategic Development.** The terms of reference of the Working Group had been presented to Council at its 68th session in Rome (Appendix).

## **Appendix**

### **TERMS OF REFERENCE OF THE AD HOC COMMITTEE ON STRATEGIC DEVELOPMENT**

In line with the decisions of the 67th FICSA Council, the following terms of reference for the establishment of an ad hoc committee on strategic development had been developed.

#### **Objectives**

The objectives of the ad hoc committee were:

To review and analyse the internal working procedures and practices and advise the Executive Committee on changes that would assist it to fulfil its mandate effectively and efficiently;

Survey and analyse the expectations of FICSA members and address any concerns they may have;

Review any cases of complaints or dissatisfaction received from members and advise the EXCOM on ways of effectively addressing such problems; and

When requested, assist the Executive Committee in the design of short-term and long-term strategic options in response to any important matters that may arise.

#### **Membership to the Ad hoc Committee on Strategic Development**

Membership to the Ad hoc Committee on Strategic Development would be open to all heads of delegations of the FICSA full members or their alternates and the FICSA Executive Committee.

**Annex 11**

**REPORT OF THE  
AD HOC COMMITTEE ON ADMINISTRATIVE AND BUDGETARY QUESTIONS**

Chair	Svend Booth (FAO/WFP-UGSS)
Rapporteur	Peter Lillie (FAFICS)
President, FICSA	Diab El-Tabari (UNRWA/ASA Lebanon)
Treasurer, FICSA	Gaston Jordan (ICAO)
Member, FICSA Executive Committee	Matthew Montavon (AP-in-FAO)
Regional Representative	Bernadette Fogue Kongape (WHO/AFRO Brazzaville)

**Participants**

AP-in-FAO	Juan José Coy Giròn Christopher Pardy
FAO/WFP-UGSS	Silvia Mariangeloni Elena Rotondo
IAEA	Katja Haslinger Nabil M. Sahab
ICAO	Viera Seben
IFAD	Alessandra Pani
IMO	Edwin Titi-Lartey Sue Wilton
ITU	Sylviane Asseraf Henri-Louis Dufour Akim Falou-Dine Christine Gimenez Varghese Joseph
OSCE (special status)	Nizar Zaher
PAHO/WHO Washington	Pilar Vidal Estevez Rodolfo Calderon
SCBD	Lisa Pedicelli
UNAIDS	Taavi Erkkola Tanya Quinn-Maguire

UNESCO	Amani El-Sheikh Sandra Gallet
UNFCCC	Ronald de la Cruz Maria Garcia
UNGSC	Ezio Capriola Vincenzo De Leo Cosimo Melpignano
WHO/AFRO Brazzaville	Lydie Fanny Florence Gassackys
WHO/EURO Copenhagen	Antonella Biasotto Kay Miller
WHO/HQ Geneva	Marina Appiah
WHO/HQ (Kuala Lumpur outpost)	Balachandar Krishnasamy Joseph Stephen Rayan
WHO/WPRO Manila	Kelvin Khow Ruel Serrano
WIPO	Najib Ben Helal Christopher Mason
WMO	Jalil Housni

## Introduction

1. The Ad hoc Committee held its first meeting on 25 January 2016 under the chairmanship of Mr. Svend Booth (FAO/WFP-UGSS). Two meetings were held on 27 January 2015 and two further meetings on 28 January 2015.

## Adoption of the agenda (Agenda item 1)

2. The agenda was adopted as below:

1. Adoption of the agenda (FICSA/C/69/A&B/CRP.1)
2. Nomination of the rapporteur
3. Independent reviewer's report and FICSA financial statements for 2014 (FICSA/C/69/A&B/1)
4. Statement of contributions of member associations/unions, associate members, consultative and observer bodies based on information received up to 31 December 2015 (FICSA/C/69/A&B/5/Add 1)
5. Treasurer's report for 2015 (FICSA/C/69/A&B/2)
6. Carry over to 2016 of funds unspent in 2015 (FICSA/C/69/A&B/CRP.2)

7. Reports on the status of the Termination Indemnity Fund, Legal Defence Fund and Staff Development Fund (FICSA/C/69/A&B/3)
8. Special requests for reduced fees
9. Proposal to grant free membership to the FUNSAS and FAFICS 50%
10. Interim report on the new methodology on assessing the fee structures (FICSA/C/69/A&B/7)
11. Updated budget document for 2016 (FICSA/C/68/A&B/4)
12. Proposed scale of contributions for 2016 (FICSA/C/68/A&B/6)
13. Investment of working capital (FICSA/C/69/A&B/CRP.3)
14. Update on staff contracts
15. Hiring of the FICSA Information Officer
16. Other business

### **Nomination of the rapporteur (Agenda item 2)**

3. Mr. Peter Lillie (FAFICS) was nominated Rapporteur.

### **Independent reviewer's report and FICSA financial statements for 2014 (FICSA/C/69/A&B/1) (Agenda item 3)**

4. The Chair opened the session on the independent reviewer's report and the FICSA financial statements for 2014 (document FICSA/C/69/A&B/1).
5. The Independent Reviewer, Mr. John McGhie, had expressed his satisfaction that the financial statement for 2014 was in accord with the books and records of the Federation. He was also satisfied that the financial transactions reflected in the financial statements were in accordance with the Financial Rules, the budgetary provisions and other applicable directives.
6. It was noted that certain items of expenditure in chapters 1, 3 and 4 in the statement of expenses (Annex 12) had zero movements.

**The Committee recommended that the items of expenditure 4.05 and 4.10 relating to the former New York virtual office be eliminated from future budgets.**

7. Attention was drawn to the management letter prepared by the Independent Reviewer in which he addressed a host of issues that went far beyond the remit of the Treasurer and the purview of the Ad hoc Committee.



**Given the complexity of the issues addressed in the management letter, the Ad hoc Committee recommended that: (i) the Executive Committee, in consultation with the Treasurer and the FICSA accountant, consider and respond to the proposals and recommendations of the independent reviewer; and (ii) report to the Council session in 2017 on action taken.**

**The Ad hoc Committee recommended that the Executive Committee should also liaise with an external reviewer on drawing up in a comprehensible manner a list of finance-related recommendations and actions to be taken with clear timelines for presentation to Council at its session in 2017.**

8. The Ad hoc Committee took note of the review of the Federation's financial statements for 2014. Thanks were expressed to the Independent Reviewer and the FICSA accountant, Ms. Robyn Thomas.

**Statement of contributions of member associations/unions, associate members, consultative and observer bodies based on information received up to 31 December 2014 (FICSA/C/69/A&B/5/Add.1) (Agenda item 4)**

9. The Treasurer presented the statement (document FICSA/C/69/A&B/5) and drew attention to contributions that had been received and the extent of arrears. The Ad hoc Committee noted that a number of members in both categories, as well as members with consultative and observer status, were in arrears and suggested that corrective action be taken.

**The Ad hoc Committee recommended that the Executive Committee should follow up with those members in arrears and report back to Council at its session in 2017.**

10. The Ad hoc Committee took note of the statement of contributions and thanked those associations/unions that had paid their annual contributions on time.

**Treasurer's report for 2015 (FICSA/C/69/A&B/2) (Agenda item 5)**

11. The Chair introduced the report (document FICSA/C/69/A&B/2) and asked the Treasurer to present a summary of activities over the past year. Among the highlights, the Treasurer drew attention to the fact that some 83 per cent of the appropriations had been used. Expenditures in chapter 3 of the budget, FICSA Standing Committees, had only reached the level of 34.24 per cent, whereas chapters 1, 2 and 4 had recorded a utilization of 76.57, 88.67 and 99.34 per cent, respectively. The unspent balance or surplus for the year amounted to CHF 87,000, which pursuant to Article 13 of the Financial Rules of the Federation should be credited to the Emergency Fund, unless otherwise decided by the Council.

12. In the course of the discussion on the unspent balance and the over-budgeting of activities in chapter 3, the Treasurer explained that in order to reduce the surplus in the coming year, the Executive Committee had proposed an interim solution related to allocations under chapter 3. Without wishing to impose constraints on or limit the activities of the Standing Committees, the Executive Committee had proposed to the heads of delegations the previous day that at the outset of the current year, an amount of CHF 5,000 be allocated to each standing committee, with the exception of the Standing Committee on General Service

Questions that would receive an allocation of CHF 20,000 for the budget year. Each standing committee could request additional appropriations in the course of the year as and when a justified need arose.

13. In the ensuing exchange of opinion, it was argued that the surplus that had accrued in chapter 3 over the previous year was not so much an issue of funds having been over-budgeted, as one of appreciable economies having been achieved: a case in point being the significant reduction in the costs of translations.

14. In the final analysis, note was taken of the proposal that the Treasurer had advanced. However, given that the implication was that the final decision to allocate additional funds rested with the Executive Committee, it was decided not to pursue the matter. The Standing Committees, it was felt, should stipulate their requirements for the whole year in accordance with previous practice.

15. It was asked whether the accounting methods applied by the Treasurer were compliant with the International Public Sector Accounting Standards (IPSAS) that had been adopted by the United Nations organizations and agencies. It was suggested that FICSA was perhaps too small an entity to need to switch from the older United Nations accounting standards that it currently applied. It was suggested that the matter be pursued.

**The Ad hoc Committee recommended that the Treasurer should establish whether the Federation's accounting methods needed to be IPSAS-compliant and report back to the Council at its next session in 2017.**

16. The Ad hoc Committee commended the Treasurer on his report and thanked him for the time and effort he had invested in its preparation.

#### **Carry-over to 2016 of funds unspent in 2015 (FICSA/69/A&B/CRP.2) (Agenda item 6)**

17. The Treasurer introduced the document relating to the carry-over of funds unspent in 2015 (FICSA/69/A&B/CRP.2). The Treasurer proposed that the amount of CHF 75,000 of the funds unspent in 2015 be carried over to 2016. By carrying over that sum, the dues, based on the proposed budget, would not need to be raised, the additional staff costs related to the recruitment of the information officer would be covered and the unspent balance that had accrued over the years would not increase.

18. At the outset of the discussion, attention was drawn to Article 13 of the Financial Rules of the Federation; it stipulated that any surplus at the end of the year should be credited to the Emergency Fund, unless otherwise decided by Council. Furthermore, the Emergency Fund had stood at zero for a number of years. It was felt that it would be appropriate to maintain that level in the current year and the unspent funds be used to cover the operational activities of the Federation.

**The Ad hoc Committee recommended that the Emergency Fund be maintained at zero for the current financial year.**

**The Ad hoc Committee recommended that CHF 75,000 of the funds unspent in 2015 be carried over to 2016 so as to maintain membership dues at the level of the previous year.**

**Reports on the status of the Termination Indemnity Fund, Legal Defence Fund and Staff Development Fund (FICSA/C/69/A&B/3) (Agenda item 7)**

19. In response to a request from the Chair for comments on the document, the Federation was reminded of the need to include the liabilities payable to the Information Officer who had been recruited at 1 January 2016.

**The Ad hoc Committee recommended that in the report to the Council session in 2017 on the Federation's total liabilities, the Treasurer include the indemnities payable to the newly recruited Information Officer.**

20. It was noted that the report confirmed that if an appellant received an advance from the Legal Defence Fund as a contribution to the legal costs of an appeal and should that appeal be successful and costs awarded, the funds advanced would be recovered.

21. The Treasurer confirmed that the Legal Defence Fund would need to be replenished in the amount of CHF 15,000.

**Special requests for reduced fees (Agenda item 8)**

22. The UNESCO Staff Union (STU) had been fraught with problems over the past ten years. That member's efforts to find a tenable solution were recognized and sympathy was expressed for its plight. The Ad hoc Committee paid tribute to the member's commitment to honour its commitment and reaffirmed Council's decision of the previous year to grant UNESCO/STU a flat contribution rate of CHF 25,000 for 2016.

**Proposal to grant free membership to the FUNSAs and FAFICS 50% (Agenda item 9)**

23. The Treasurer described the complications associated with the extraction of dues from those FUNSAs that were constantly in arrears. Of the 22 FUNSAs in arrears only nine had settled their dues in 2015. Given that the administrative burden and cost of sending repeated reminders far outstripped the benefit of the actual income received, the Ad hoc Committee felt it more politic to offer free membership to all FUNSAs on the condition that they paid their membership dues for the year 2015.

24. By the same token the Ad hoc Committee agreed to grant FAFICS, whose membership comprised exclusively United Nations retirees, free membership in recognition of the consistent support that FAFICS had lent in the form of advice on pension entitlement and social security matters.

**The Ad hoc Committee recommended that: (i) the FUNSAs be granted free membership on the condition that they paid their membership dues for the year 2015 along with any arrears; and (ii) FAFICS be granted free membership in recognition of the support and advice it had given to the Federation over many years.**

**Interim report on the new methodology for assessing the fee structures (FICSA/69/A&B/7) (Agenda item 10)**

25. The Treasurer introduced the study on alternative methodologies for assessing membership dues (document FICSA/69/A&B/7) that Council had requested at its 68<sup>th</sup> session. The paper offered four options: (1) a core budget and user fees; (2) the current methodology with modifications; (3) fixed dues – flat rate per membership category; and (4) flat fees using a square root model. After an initial review, the Executive Committee had found option 2 to be the most viable of the four options.

26. The Ad hoc Committee found the document cogent and well argued; it deserved closer study by a small working group. Given the technical nature of the study, the members of the Working Group should have the requisite technical and financial knowledge as well as be drawn from a representative range of member associations/unions. In the course of its work, the Working Group could call upon the author of the paper for clarification as and when necessary.

27. It was suggested that the Working Group complete its analysis by no later than the end of September 2015 so that its recommendations could go forward to the Executive Committee for distribution to all members soon thereafter. It was hoped that the new methodology could be applied to the budget and financial plan for the biennium 2017-2018 that were scheduled for submission to Council at its session in 2017.

28. The Ad hoc Committee set up a working group on the FICSA methodology for assessing membership dues, whose terms of reference were as follows:

The Working Group will:

1. Evaluate the current situation of dues based on the member associations' capacity to pay;
2. Study the options suggested by the consultant and evaluate them based on the current financial statement of each member association;
3. Provide guidelines on identifying mechanisms to encompass special requests from member associations in need of financial assistance;
4. Recommend to the Executive Committee the option that is most inclusive and equitable; and
5. Submit its recommendations to the FICSA Treasurer no later than 30 August 2016.

29. The members of the Working Group, who met the technical, financial and compositional requirements of the task, were:

Vincenzo De Leo (UNGSC)  
 Amani El-Sheikh (UNESCO)  
 Sandra Gallet (UNESCO)  
 Akim Falou-Dine (ITU)  
 Nabil Sahab (IAEA)  
 Nizar Zaher (OSCE)

30. The Ad hoc Committee thanked the author of the report, Ms. Nayiri Dolabjian, for the thoroughness with which she had gone about her task. It was a job well done.

#### **Updated budget document for 2016 (FICSA/C/69/A&B/4) (Agenda item 11)**

31. The Treasurer introduced the updated budget for 2016. He presented three tables showing: (i) the budget update for 2016 with variances; (ii) the proposed budget for 2016; and (iii) the proposed income for 2016. He also pointed to the savings he had introduced in an endeavour to ensure no increase in dues for the budget year 2016. It was also suggested that ways and means be found for returning over time a portion of the fees that members had paid, which had accumulated in the Federation's reserves.

32. Prior to going through the draft budget chapter by chapter, the Ad hoc Committee recalled that the Executive Committee could instruct the Treasurer to transfer funds within individual chapters. It was recognised that such shifts would occur mostly in connection with the activities of the Standing Committees in chapter 3. The Ad hoc Committee thus emphasised that any request for funds under chapter 3 should be addressed to the Executive Committee. Those requests would have to be substantiated by a business case itemising the resources required and the utilisation thereof.

33. In the course of the preliminary debate, some members of the Ad hoc Committee questioned the need for programme budgeting and entered a plea for a return to annual budgets. It was pointed out that at its 65th session, Council had adopted document FICSA/65/A&B/CRP.2 entitled *Working on a biennium programme and budget*. As stated in Article 18 of the Financial Rules, the purpose of a biennial budget was 'for better programme planning and increased flexibility in programme implementation'. Despite being a biennial programme, the budget still needed to be approved on annual basis.

34. In the course of examining the various chapters, assurances were sought that due provision had been made to cover the Federation's liabilities, staffing projections and the impact of a reduction in membership revenue as well as the retainer fee for the FICSA Legal Counsel. That assurance was given.

#### *Chapter 1*

35. The Ad hoc Committee approved the proposed expenditures.

*Chapter 2*

36. The Ad hoc Committee approved the proposed expenditures.

*Chapter 3*

37. The Ad hoc Committee approved a global amount distributed equally across all items of expenditure of CHF 49,537.

*Chapter 4*

38. The Committee approved the proposed expenditures.

39. The proposed totals under the individual chapters were:

Chapter 1:	CHF 94,060
Chapter 2:	CHF 38,000
Chapter 3:	CHF 49,537
Chapter 4:	CHF 496,250

40. The sum total of the four chapters of the budget was **CHF 677,847**: the amount to be paid by full and associate members.

41. The Ad hoc Committee adopted the draft budget (Annex 1).

**Proposed scale of contributions for 2016 (FICSA/C/69/A&B/6) (Agenda item 12)**

42. The CEB figures for 2014, on the basis of which the scale of contributions for the organisations of the United Nations common system were calculated, had only been received the day previous. It was thus necessary to recalculate the scale in the light of the new figures and the total budget adopted under the previous agenda item. The dues of the paid-up members would be proportionately decreased using the 2015 surplus of CHF 75,000.

42. The Ad hoc Committee adopted the proposed scale of contributions (Annex 15).

**Investment of working capital (FICSA/C/69/A&B/CRP. 3) (Agenda item 13)**

43. The Treasurer introduced the information note (FICSA/C/69/A&B/CRP.3) that addressed the issue of investing a certain portion of the monies that had accrued as unspent income over many years. At a time when financial institutions were offering negative or at best very low interest rates, it was far from easy to find a sound investment proposition. He had not wished to switch to other currencies given the exchange rate risks and his discussion with AMFIE, UNFCU and the COOP Bank had yielded little or no gain.

44. The Ad hoc Committee recognized that for want of terms of reference and an investment policy, the task facing the Treasurer was far from easy. Furthermore, at a later stage in the meeting, one member stated that it had never been the intention that FICSA should assume the role of an investment house. It was more a question of drawing down a certain portion of the unspent income in a manner that was of immediate benefit to the

membership at large. The Ad hoc Committee took note of the paper on finding alternative investment opportunities that the Treasurer had prepared and appreciated the difficulties he faced. It requested the Treasurer to keep a watchful eye on developments and pursue other opportunities as and when they occurred.

#### **Update on staff contracts (Agenda item 14)**

45. The Treasurer summarised the settlement of the staffing problems in the FICSA secretariat; it was currently fully staffed. Not only had an information officer, Mr. Brett Fitzgerald (WIPO), been hired at the beginning of January, but two members of the secretariat staff had also received five-year contracts with UNOG. It was expected that the contract of the third staff member would be renewed on the same basis and for the same duration later in the year. The relationship with UNOG had been fully normalized.

#### **Hiring of the FICSA Information Officer (Agenda item 15)**

46. The hiring of the FICSA Information Officer was addressed under the previous agenda item.

#### **Other business (Agenda item 17)**

47. At the close of its deliberations, the Ad hoc Committee expressed its grave concern over the large surplus due to under-expenditure over the past years. It recommended that appropriate action be initiated by the Executive Committee.

<b>The Ad hoc Committee recommended that the Executive Committee consider ways and means of managing the surplus and report thereon to Council at its session in 2017.</b>
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**Annex 12**  
**BUDGET for 2016**

**Expenditures by Line**

**1 Chapter One, FICSA Representation**

1.01	UN General Assembly
1.02	UNJSPB
1.03	HLCM
1.04	HR Network
1.05	ICSC (Sessions, Working Groups & Committees)
1.06	IASMN
1.07	External Relations & Contingency Travel

**Total, Chapter One**

**2 Chapter Two, FICSA EXCOM**

2.01	FICSA Council
2.02	EXCOM and Regional Activities
2.03	FICSA Council overheads

**Total, Chapter Two**

**3 Chapter Three, FICSA Services**

3.01	Conditions of Services in the Field
3.02	General Service Questions
3.03	Human Resources Management
3.04	Legal Questions
3.05	Professional Salaries and Allowances
3.06	Staff/Management Relations
3.07	Social Security/OHS

**Total, Chapter Three**

**4 Chapter Four, FICSA Administration**

4.01	Geneva Staff costs
4.02	Consultants/Experts
4.03	External Audit
4.04	IT services
4.05	Supplies & Materials
4.06	Geneva Office Rent
4.07	Bank Charges
4.08	Contingencies
4.09	Staff Training

**Total, Chapter Four**

**Grand Total**

2015 Approved	2016 estimates at	variance 2015 over	variance 2015	Price Adjustment	2016 estimates at
15,180	19,782	4,602	30.32%	1.1%	20,000
5,060	5,005	(55)	-1.09%	1.1%	5,060
5,060	3,956	(1,104)	-21.82%	1.1%	4,000
5,060	3,956	(1,104)	-21.82%	1.1%	4,000
55,660	41,543	(14,117)	-25.36%	1.1%	42,000
5,060	3,956	(1,104)	-21.82%	1.1%	4,000
12,144	14,837	2,693	22.18%	1.1%	15,000
<b>103,224</b>	<b>93,035</b>	<b>(10,189)</b>	<b>-9.87%</b>		<b>94,059</b>
30,360	31,652	1,292	4.26%	1.1%	32,000
4,048	1,978	(2,070)	-51.14%	1.1%	2,000
7,084	3,956	(3,128)	-44.16%	1.1%	4,000
<b>41,492</b>	<b>37,586</b>	<b>(3,906)</b>	<b>-9.41%</b>		<b>38,000</b>
10,120	7,000	(3,120)	-30.83%	1.1%	7,077
50,600	7,000	(43,600)	-86.17%	1.1%	7,077
10,120	7,000	(3,120)	-30.83%	1.1%	7,077
10,120	7,000	(3,120)	-30.83%	1.1%	7,077
15,180	7,000	(8,180)	-53.89%	1.1%	7,077
7,084	7,000	(84)	-1.19%	1.1%	7,077
5,060	7,000	1,940	38.34%	1.1%	7,077
<b>108,284</b>	<b>49,000</b>	<b>(59,284)</b>	<b>-54.75%</b>		<b>49,537</b>
245,000	435,000	190,000	77.55%	0.0%	435,000
85,000	37,500	(47,500)	-55.88%	0.0%	37,500
5,000	3,000	(2,000)	-40.00%	0.0%	3,000
15,180	4,946	(10,234)	-67.42%	1.1%	5,000
2,024	1,978	(46)	-2.27%	1.1%	2,000
9,108	8,902	(206)	-2.26%	1.1%	9,000
1,400	1,750	350	25.00%	0.0%	1,750
3,000	2,000	(1,000)	-33.33%	0.0%	2,000
2,024	1,000	(1,024)	-50.59%	0.0%	1,000
<b>367,736</b>	<b>496,076</b>	<b>128,340</b>	<b>34.90%</b>		<b>496,250</b>
<b>620,736</b>	<b>675,697</b>	<b>54,961</b>	<b>8.85%</b>		<b>677,847</b>

\* Source: IMF, World Economic Outlook October 2014, page 176: Euro Area



# Annex 13

## DISTRIBUTION OF STAFF FOR THE PURPOSE OF CALCULATING THE DUES FOR 2016

Factor	TOTAL STAFF	Prof HQ 1	Prof Field 0.9	GS HQ 0.5	GS Other 0.5	GS Low pay 0.01	STAFF WEIGHTED	UNITS	Change from 2015
Bioversity	241	72	92	29		48	169.78	0.135	
BIPM	73	43		30			58	0.036	
CERN	2524	1265		1259			1894.5	0.99	
CSSA <sup>1</sup>	385	141		151		93	217.43	0.18	
CTBTO	308	197		111			252.5	0.18	
AP-in-FAO	1384	1067	317				1352.3	11	
FAO/WFP-UGSS	1184			1184			592	5	
ECB <sup>1</sup>	1384	1086		298			1235	0.99	
ESO	386	266	55	64	1		348	0.36	
Global Fund	760	570		190			665	0.45	
IAEA	2337	1247	36	1018	36		1806.4	11	
IARC	208	92			115	1	149.51	1	
ICAO	687	247	88	273	79		502.2	5	4
ICCO	13	11		2			12	0.01305	
ICO	20	9		11			14.5	0.01305	0.01755
IFAD	537	284	31	206	16		422.9	4	
ILO/ITC	176	67		109			121.5	1	
IMO	261	149		112			205	2	
IOC	28	10		18			19	0.0171	
IOM	1031	158	778	80	15		905.7		0.72
IPU <sup>3</sup>	40	25		15			32.5	0.325	
ITER <sup>1</sup>	471	301		170			386	0.27	
ITU	678	355		323			516.5	5	
OPCW	478	289		189			383.5	0.27	
PAHO/WHO	778	289	163	202		124	537.94	5	
SCBD	64	36		28			50	0.4	
UNAIDS	685	158	233	71		223	405.43	4	
UNESCO <sup>2</sup>	2018	588	392	443	385	210	1356.9	0	
UNFCCC <sup>3</sup>	476	290		186			383	3	0.6
UNGSC	288			288			144	1	
UNRWA/ASA	3000					3000	30	0.3	
UNWTO	97	45		52			71	0.6	
UPU	178	92		86			135	1	
WCO	106	51		55			78.5	0.054	
WHO/AFRO	2184		361			1823	343.13	3	
WHO/EMRO	718		164			554	153.14	1.5	
WHO/EURO	442	184			187	71	278.21	2	
WHO/HQ	1785	1011		724	50		1398	11	
WHO/SEARO	517		122			395	113.75	1	
WHO/WPRO	592		168			424	155.44	1.5	
WIPO	1051	513	8	530			785.2	7	
WMO	274	143	4	121		6	207.16	2	
WTO/OMC	676	392		284			534	0.45	
Totals	31523	11743	3012	8912	884	6972	19421.52	94.0332	

<sup>1</sup> Member has not provided updated staffing figures

<sup>2</sup> UNESCO weighted at rate so as dues amount is CHF 25,000 as per proposal to 68th FICSA Council

<sup>3</sup> Request for full membership at the 68th FICSA Council

## Annex 14

## DUES METHODOLOGY FOR 2016

	CHF
Total amount to be covered by contributions	677,847
Special reduced flat rate for UNESCO <sup>3</sup>	25,000
Contributions by Consultative Members: 14 x CHF 600 & 1 x CHF 300 <sup>2</sup>	8,400
Contributions by Observer Members (FUNSAs): (22 x US\$ 100 x ROE <sup>1</sup> )	0
Amount to be covered by funds carried over from 2015 <sup>4</sup>	75,000
Total amount to be covered by Full and Associate Members	569,447
Total number of units	94.7870
Value of one unit	6,007.65

CHF				
Band	Weighted number of staff	Units	Member	Associate
1	1100 plus	11	66,084	5,948
2	1000 - 1099.9	10	60,077	5,407
3	900 - 999.9	9	54,069	4,866
3	800 - 899.9	8	48,061	4,326
4	700 - 799.9	7	42,054	3,785
5	600 - 699.9	6	36,046	3,244
6	500 - 599.9	5	30,038	2,703
7	400 - 499.9	4	24,031	2,163
8	300 - 399.9	3	18,023	1,622
9	200 - 299.9	2	12,015	1,081
10	150 - 199.9	1.5	9,011	811
11	100 - 149.9	1	6,008	541
12	60 - 99.9	0.6	3,605	324
13	40 - 59.9	0.4	2,403	216
14	<40	WN / 100		

<sup>1</sup> Official UN Rate of Exchange (ROE) as of 31/12/15: USD 1.0 = CHF 0.991

<sup>2</sup> Consultative member FAFICS dues rate at CHF 300 as approved by 67th FICSA Council

<sup>3</sup> Special reduced flat rate for UNESCO

<sup>4</sup> Exceptionally for 2016 an amount of CHF 75,000 has been drawn from carry over funds from 2015

**Annex 15**  
**SCALE OF CONTRIBUTIONS FOR 2016**

Member / Associate	W'ed Staff	Units	CHF 2016	CHF 2015
Bioversity	169,78	0,135	811	833
BIPM	58	0,036	216	222
CERN	1894,5	0,99	5 948	6 111
CSSA	217,43	0	1 224	1 111
CTBTO	252,5	0,18	1 081	1 111
AP-in-FAO	1352,3	11	66 084	67 898
FAO/WFP-UGSS	592	5	30 038	37 035
ECB	1235	0,99	5 948	6 111
ESO	348	0,27	1 622	2 222
Global Fund	665	0,54	3 244	2 778
IAEA	1806,4	11	66 084	67 898
IARC	149,51	1	6 008	6 173
ICAO	502,2	5	24 031	24 690
ICCO	12	0,0108	65	78
ICO	14,5	0,01305	78	83
IDLO	48,4	0,036		148
IFAD	422,9	4	24 031	24 690
ILO/ITC	121,5	1	6 008	6 173
IMO	205	2	12 015	12 345
IOC	19	0,0171	103	106
IOM	905,7	0,72	4 326	4 444
IPU	32,5	0	2 210	1 505
ITER	386	0,27	1 622	1 667
ITU	516,5	5	30 038	30 863
OPCW	383,5	0,27	1 622	1 667
PAHO/WHO	537,94	5	30 038	30 863
SCBD	50	0,4	2 403	2 469
UNAIDS	405,43	4	24 031	24 690
UNESCO	1356,9	0	25 000	25 000
UNFCCC	383	3	18 023	18 518
UNGSC	144	1	6 008	6 173
UNRWA/ASA	30	0,3	1 802	1 852
UNWTO	71	0,6	3 605	3 704
UPU	135	0	6 799	6 173
WCO	78,5	0,054	324	333
WHO/AFRO	343,13	3	18 023	18 518
WHO/EMRO	153,14	1,5	9 011	9 259
WHO/EURO	278,21	2	12 015	12 345
WHO/HQ	1398	11	66 084	67 898
WHO/SEARO	113,75	1	6 008	6 173
WHO/WPRO	155,44	1,5	9 011	9 259
WIPO	785,2	7	42 054	43 208
WMO	207,16	2	12 015	12 345
WTO/OMC	534	0,45	2 703	2 778

<b>Totals</b>	<b>19469,92</b>	<b>94,7870</b>	<b>589 631</b>	<b>609 520</b>
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## Annex 16

## LIST OF PARTICIPANTS

MEMBER ASSOCIATION OR UNION	HEAD OF DELEGATION	MEMBERS OF THE DELEGATION
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**Annex 17****LIST OF DOCUMENTS AND CONFERENCE ROOM PAPERS****DOCUMENTS**

FICSA/C/69	Title
1	Provisional agenda for the 69 <sup>th</sup> FICSA Council
2	Nomination form and terms of reference for the officers of FICSA (Executive Committee and Regional Representatives)
3	Credentials for the 69 <sup>th</sup> FICSA Council
(E/F) 4	Statutes, Rules of Procedure of the Council and Financial Rules
5	Terms of reference for the FICSA standing committee chairs and vice-chairs
6/Rev.1	Candidates for election to the Executive Committee and Regional Representatives
7	Report of the Executive Committee to the 69th session of the FICSA Council

FICSA/C/69/CRP.	Title
1	United Nations General Assembly resolutions – 70 <sup>th</sup> session

**INFORMATION DOCUMENTS**

FICSA/C/69/INFO	Title
1	Information for delegates

FICSA/C/69/INFO/CRP.	Title
1/Rev.2	Schedule of meetings
2	Provisional list of participants
3	List of documents and conference room papers for the 69th FICSA Council

**AD HOC COMMITTEE ON ADMINISTRATIVE AND BUDGETARY QUESTIONS**

FICSA/C/69/A&B	Title
1	Independent reviewer's report - FICSA financial statements for 2014
2	Treasurer's Report for 2015
3	Reports on the status of the termination indemnity fund, legal defence fund and staff development fund
4	Updated Budget Document for 2014
5	Statement of contributions of member associations/unions, associate members, consultative and observer bodies based on information received up to 30 November 2015
5/Add.1	Statement of contributions of member associations/unions, associate members, consultative and observer bodies Updated version as of 19 January 2016
6	Provisional scale of contributions for 2016
7	FICSA methodology for assessing membership dues - Analysis and proposal of alternative approaches

FICSA/C/69/A&B/CRP.	Title
1	Provisional agenda
2	Carry over to 2016 of funds unspent in 2015
3	Information note on the investment of FICSA's working capital

#### STANDING COMMITTEE ON CONDITIONS OF SERVICE IN THE FIELD

FICSA/C/69/FIELD/CRP.	Title
1	Provisional agenda

#### STANDING COMMITTEE ON GENERAL SERVICE QUESTIONS

FICSA/C/69/GSQ/CRP.	Title
1	Provisional agenda
2	Provisional agenda of the Permanent Technical Committee on General Service Questions (PTC/GSQ)
3	National Professional Officers (NPOs)
4	Results and lessons learnt from the recent salary survey in New York

#### STANDING COMMITTEE ON HUMAN RESOURCES MANAGEMENT

FICSA/C/69/HRM/CRP.	Title
1	Provisional agenda

#### STANDING COMMITTEE ON LEGAL QUESTIONS

FICSA/C/69/LEGAL/CRP.	Title
1	Provisional agenda
2	FICSA's legal personality
3	Discussion paper on the use of the Legal Defence Fund and the legal retainer – With or without legal protection insurance

#### STANDING COMMITTEE ON PROFESSIONAL SALARIES AND ALLOWANCES

FICSA/C/69/PSA/CRP.	Title
1	Provisional agenda
2	Provisional agenda of the Permanent Technical Committee on Professional Salaries and Allowances (PTC/PSA)

#### STANDING COMMITTEE ON STAFF/MANAGEMENT RELATIONS

FICSA/C/69/SMR/CRP.	Title
1	Provisional agenda

**STANDING COMMITTEE ON SOCIAL SECURITY/  
OCCUPATIONAL HEALTH AND SAFETY**

FICSA/C/69/SOCSEC/CRP.	Title
1	Provisional agenda

**ANALYTICAL WORKING GROUP ON STRATEGIC DEVELOPMENT**

FICSA/C/69/AWGSD/CRP.	Title
1	Provisional agenda
2	Proposed draft guidelines and procedures governing official FICSA travel and related expenses