



Industrial Development Board

Forty-fifth session

Vienna, 27-29 June 2017

Item 12 of the provisional agenda

Personnel matters

Personnel matters

Report by the Director General

In line with staff regulations 13.3 and 13.4, the present document provides information on personnel-related matters in the Secretariat, common system developments and amendments made to the staff rules and regulations, following the issuance of the Director General's report to the forty-fourth session of the Board (documents IDB.44/15 and IDB.44/CRP.5) and decision IDB.44/Dec.13, adopted subsequently. The report complements the information provided in the *Annual Report of UNIDO 2016* (IDB.45/2, section 1.4 and appendices (H), (I) and (J)).

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For reasons of economy, this document has not been printed. Delegates are kindly requested to bring their copies of documents to meetings.



I. Developments on personnel-related matters

1. In line with the operationalization of the field policy action plan, the Secretariat undertook the necessary personal actions to ensure that 28 UNIDO country offices are headed by senior National Professional Officers (NPO) at the National Officer level (NO-D) and that these be designated as UNIDO Country Representatives (UCRs). Fourteen such country offices are already staffed by UNIDO Country Representatives, formerly known as “Head of UNIDO Operations”. The recruitments for the remaining 14 UCRs began during the second half of 2016, nine of which were appointed during the first quarter of 2017. Further details on the implementation of the field policy action plan are included in document IDB.45/13. Appendix H of the *Annual Report of UNIDO 2016* (IDB.45/2) reflects the field representation as of 31 December 2016. An orientation programme for new Headquarters staff was held in April 2017.

2. Since the forty-fourth session of the Board, UNIDO has established the new Partner-Experts Programme¹ and issued updates on; (a) the policy on prohibition, prevention and resolution of harassment, including sexual harassment, discrimination and abuse of authority;² and (b) the Austrian social security scheme — Schedule of premiums and remuneration ceilings.³

3. With a view to improving the efficiency and effectiveness of Buildings Management Services (BMS), and based on recommendations by the External Auditor, IDB.44/3, para. 169, a decision was taken by the Director General, to release 44 posts for recruitment in the BMS Division. On behalf of, and financed by the Vienna-based Organizations, the Division ensures part of the common services: the safe and reliable operation, maintenance and repair of the Vienna International Centre buildings and associated installations. The vacancies are announced internally and externally for hiring of staff members under the 100 series. As of 1 March, 18 such posts have already been staffed, mainly by colleagues hired as ad-hoc workforce so far. It is intended to fill the remaining posts during the third quarter of 2017.

II. Common system developments affecting UNIDO staff regulations and rules

Conditions of service applicable to the Professional and higher category

Implementation of decisions related to the revised common system compensation package

4. On 23 December 2015, the General Assembly approved resolution 70/244, defining a revised compensation package for the staff in the Professional and higher categories, based on the recommendations of the International Civil Service Commission (ICSC). The UNIDO Staff Regulations and Rules have been amended to reflect the endorsement of the compensation package by the General Assembly.

5. In line with decision IDB.44/Dec.13, on 12 December 2016 the Director General amended, effective 1 January 2017, the staff rules relating to staff assessment, post adjustment, the dependent spouse allowance, the single-parent allowance and home leave. On 27 April 2017, the Director General amended the staff rules relating to the education grant, which will become effective as for the school year in progress in January 2018. The text of the amendments was reported to the Board in annexes IV and V of conference room paper IDB.44/CRP.5.

¹ Administrative Instruction of 27 January 2017 (UNIDO/AI/2017/01).

² Director General’s Bulletin of 20 December 2016 (DGB/2016/13).

³ Information Circular of 1 January 2017 (IC/2017/01).

6. Further to the revisions to the UNIDO Staff Regulations and Rules, the following policies were revised and issued: (a) status of a staff member and related entitlements to dependency allowances, (b) lump sum option in lieu of relocation or partial relocation shipment costs, (c) mobility and hardship scheme and (d) education grant.

Scale of pensionable remuneration for the Professional and higher categories

7. **Appendix C to the staff rules.** In accordance with article 51 (b) of the Regulations of the United Nations Joint Staff Pension Fund, the scale of pensionable remuneration should be adjusted on the same date as the net remuneration amounts (base salary plus post adjustment) of officials in the Professional and higher categories in New York are adjusted.

8. With effect from 1 February 2017, the post adjustment multiplier for New York was revised from 63.2 to 66.1. Accordingly, the ICSC has promulgated the revised scale of pensionable remuneration effective 1 February 2017, which is shown in annex I of the present document. The increased costs under the revised scale of pensionable remuneration for the remainder of 2017 have been estimated at €85,000 under the regular budget and at €27,000 under the operational budget. For the biennium 2018-2019, the increased costs have been estimated at €178,000 under the regular budget and €57,000 under the operational budget.

III. Matters related to staff rules

Compensation in the Event of Death, Injury or Illnesses

9. **Appendix D to the staff rules.** Appendix D has been amended to provide a clarification on the maximum duration of compensation payments for total or partial disability which is attributable to the performance of official duties.⁴ The newly inserted paragraph 11.6 is shown in annex II to this document.

IV. Representation of the UNIDO Governing Body on the UNIDO Staff Pension Committee

10. By decision GC.1/Dec.37, the General Conference accepted the regulations of the United Nations Joint Staff Pension Fund and established the UNIDO Staff Pension Committee. In decision GC.16/Dec.16 the Conference elected two members and two alternate members of the UNIDO Staff Pension Committee for the biennium 2016-2017 and authorized the Board to proceed with the election for any of the Committee posts, should they become vacant before the General Conference holds its seventeenth session. The Board may wish to recommend to the Conference at its seventeenth session candidates for election to the Committee for the years 2018-2019.

V. Action required by the Board

11. The Board may wish to consider the adoption of the following draft decision:

“The Industrial Development Board

(a) Takes note of the information contained in document IDB.45/17;

(b) Also takes note of the staff rules, amended in line with decision IDB.44/Dec.13, relating to staff assessment, post adjustment, the dependent spouse allowance, the single-parent allowance, home leave, and the education grant;

⁴ Director General’s Bulletin of 20 March 2017 (DGB/2017/03).

(c) Further takes note of the amendment to article 11 of appendix D to the staff rules;

(d) Reiterates its recommendation included in decision IDB.44/Dec.13, paragraphs (h) and (i), recommending the final approval by the General Conference at its seventeenth session of the amendments referred to in those paragraphs;

(e) Recommends to the General Conference at its seventeenth session the following candidates for the election of two members and two alternate members of the UNIDO Staff Pension Committee for the biennium 2018-2019:

Members: (country)

..... (country)

Alternates: (country)

..... (country);

(f) Also recommends to the General Conference at its seventeenth session to authorize the Industrial Development Board to proceed with the election for any of the above-mentioned posts that might become vacant before the General Conference holds its eighteenth session.”

Annex I**Scale of pensionable remuneration for the Professional and higher categories**(For purposes of pension benefits and contributions)
(In United States dollars)**Effective 1 February 2017**

Level	STEPS												
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
D-2	230 440	235 793	241 153	246 512	251 865	257 223	262 579	267 936	273 291	278 646			
D-1	204 989	209 526	214 319	218 715	223 110	227 496	231 891	236 503	241 214	245 923	250 624	254 868	259 399
P-5	178 340	182 076	185 812	189 555	193 290	197 028	200 763	204 505	208 241	211 979	215 717	219 464	223 471
P-4	145 573	149 176	152 770	156 367	159 973	163 567	167 167	170 770	174 365	177 961	181 557	185 168	188 761
P-3	119 643	122 701	125 754	128 803	131 861	134 912	137 966	141 024	144 220	147 561	150 899	154 236	157 576
P-2	92 695	95 427	98 155	100 893	103 619	106 352	109 084	111 814	114 545	117 274	120 008	122 740	125 467
P-1	71 176	73 494	75 813	78 130	80 449	82 767	85 086	87 404	89 722	92 041	94 358	96 677	98 995

**Scale of pensionable remuneration associated with pay protection points for staff
beyond the maximum salaries on the unified salary scale**

(In United States dollars)

Effective 1 February 2017

Level	Pay protection points 1 (PP1)	Pay protection points 2 (PP2)
P-4	192 360	195 961
P-3	160 913	164 252
P-2	128 200	N/A
P-1	100 060	N/A

Annex II

Appendix D to the staff rules

Compensation in the event of death, injury or illnesses

A new paragraph 11.6 has been included in Article 11 to read as follows:

“11.6: Compensation payments under article 11.1 and 11.2 shall be payable at periodic intervals for the duration of the disability until the staff member reaches the normal age of retirement under the United Nations Joint Staff Pension Regulations. This limitation does not apply to payments for reimbursement of medical expenses.”
