

UNITED NATIONS NATIONS UNIES

SECRETARY-GENERAL'S BULLETIN NO. 50

To: Members of the Staff of United Nations

Subject: CASH LOANS FOR THE PURCHASE OF HOUSEHOLD EFFECTS

1. Purpose

In order to assist staff members in meeting installation expenses, cash loans up to \$1000. may be made to eligible staff members with dependents for the purchase of furniture or household goods (defined to include cooking utensils, linens, rugs, etc.). A staff member without dependents may apply for a loan of \$500. Cash loans will not be made for property improvements such as re-decorating, painting, re-modeling, etc.

2. Eligibility

A staff member coming within any of the following groups is eligible for such loan provided that his base salary is less than \$8200.

- (a) who has (or has been recommended for) indeterminate appointment;
- (b) who has (or has been recommended for) short-term appointment bearing an expiration date of one year or longer;
- (c) who has been approved by the Bureau of Personnel to receive reimbursement of transportation expenses for dependents brought to headquarters.

3. Conditions of Loan

The staff member's signature, acknowledging his obligation to repay the principal in accordance with the provisions of paragraph 4, will be accepted as guarantee of the loan.

4. Repayment of Loan

A deduction of not more than twenty per cent of the staff member's fortnightly base salary will be made until the loan has been liquidated. The amount of such deduction shall be such that the loan can be repaid within the period of his appointment.

5. Procedure

Application for such a loan may be made by completing Form F/49 and forwarding it to The Bureau of Personnel, which will determine the staff member's eligibility under the terms of paragraph 2, and, in turn, will forward the form to the Bureau of the Comptroller, authorizing the loan.

By direction of the Secretary-General

(sgd.) J. B. Hutson

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