



Distr.
GENERAL

A/C.5/32/28
27 October 1977

ORIGINAL: ENGLISH

UNITED NATIONS

GENERAL
ASSEMBLY



Thirty-second session
FIFTH COMMITTEE
Agenda item 100

PROPOSED PROGRAMME BUDGET FOR THE BIENNIUM 1978-1979

Revised estimates under section 22 L.1. International Civil
Service Commission and income section 2. General income

Report of the Secretary-General

Section 22 L.1. International Civil Service Commission (ICSC)

1. Article 21(2) of the statute of the International Civil Service Commission, as adopted by the General Assembly under resolution 3357 (XXIX) of 18 December 1974, provides that "The budget of the Commission shall be included in the regular budget of the United Nations. The budget estimates shall be established by the Secretary-General, after consultation with the Administrative Committee on Co-ordination, on the basis of proposals by the Commission."
2. Provisional estimates amounting to \$3,168,200 reflecting the maintenance of the level of resources approved for 1976-1977, were included in the 1978-1979 proposed programme budget, in respect of the International Civil Service Commission, under section 22 L (A/32/6, paras. 22.263 through 22.266) pending consultation with the Administrative Committee on Co-ordination (ACC) in respect of the Commission's budgetary proposals for 1978-1979. These consultations have now been completed and the revised estimates, endorsed by ACC, are set out in the attached annexes.
3. In pursuance of the decisions taken by the General Assembly at its thirty-first session on the recommendations arising out of the Commission's review of the United Nations salary system (A/RES/31/141), and subject to any further decisions which may be taken by the Assembly at its thirty-second and thirty-third sessions, the Commission will continue to consider possible further reforms of the system, as well as a number of specific aspects referred to it by the Assembly (e.g. the post adjustment system, entitlements on separation, education grant). It will continue work under article 11 of its statute to establish a methodology for the determination of the conditions of service of the General Service category and, under article 12, to recommend salary scales for this category in the different headquarters duty stations. It will pursue the work begun in 1977 in implementation

of articles 13 to 15 of its statute (job classification, recruitment standards and procedures, career development and staff training and evaluation; common staff regulation). It is anticipated that the Commission will meet in regular session twice in each year, and that staff work, in connexion both with the sessions and with the Commission's ongoing responsibilities (post adjustment classifications, subsistence allowances), will be performed by the regular staff of its secretariat and consultants.

Resource growth (at revised 1977 rates)

Commission

Temporary assistance for meetings

4. Requirements may be reduced by \$17,400 based on the reduced requirements under this heading during the 1976-1977 biennium due primarily to the holding of one less session of the Advisory Committee on Post Adjustment Questions than budgeted for.

Travel of representatives

5. Additional resources amounting to \$34,900 are requested based on the holding of two three-week sessions of the Commission in each of the two years of the biennium (one each year in New York and one each year at the headquarters of one of the participating organizations). In addition, the Advisory Committee on Post Adjustment Questions will hold one 10-day session each year.

External printing

6. Requirements under this heading may be reduced by \$28,200 since experience has proved that most of the Commission documents can be produced internally.

Honoraria

7. By resolution 3357 (XXIX) of 18 December 1974, the General Assembly endorsed the administrative and budgetary proposals for the Commission as presented by the Secretary-General 1/ subject to the recommendations of the Advisory Committee on Administrative and Budgetary Questions. 2/ In recommending the amount of remuneration to be paid to the Chairman and Vice-Chairman (honoraria of \$45,000 each and a special allowance of \$5,000 per annum for the Chairman) the Advisory Committee noted that since the post adjustment system would not apply to the honoraria of these two full-time Commissioners the amounts would need to be reviewed by the General Assembly at appropriate intervals. Based on an assessment of cost-of-living increases since 1974, an additional provision of \$36,000 is requested to increase the honoraria by \$9,000 to \$54,000 per annum as from 1 January 1978.

1/ A/9738/Add.1 and Add.1/Corr.1.

2/ A/9891.

Secretariat

New post

8. A P-2/1 post is requested to provide for an additional Associate Statistician in the Cost-of-Living Section in order to cope with the anticipated increased workload without impairing the professional quality of the work of the Section. The workload of cost-of-living surveys carried out by the Section for the purpose of preparing post adjustment indexes has increased and continues to increase due to (a) rapid inflation requiring more frequent checks and (b) the addition of new duty stations.

Reclassification

9. It is proposed that the post of the personal assistant to the Chairman of the Commission be reclassified from G-4 to the principal General Service level (G-5). In the light of two years' experience it is now clear that this post should be classified as "personal assistant" rather than secretary. The Chairman maintains constant relations at the highest levels with permanent missions and with the executive heads of the participating organizations. His assistant is involved in screening calls, making appointments, and handling correspondence in three languages.

General temporary assistance

10. Resources were included in the 1976-1977 appropriations for certain special purposes such as overlaps between old and new incumbents of one D-1 and one P-5 post for a period of five months, for replacement of one General Service staff on extended sick leave and a contribution to the cost of security services. Requirements under this heading for the next biennium may therefore be reduced by \$27,000. The amount of \$17,300 requested for the next biennium, at 1978-1979 rates, would be utilized for the following purposes:

- (i) Replacement of staff on extended sick leave;
- (ii) Supplementary staff to meet peak workloads in connexion with the preparation of studies for the Commission;
- (iii) Supplementary staff for assisting in major housing and cost-of-living surveys both at New York and Geneva.

11. There are no additional requirements for staff assessment under expenditure section 25 since the amount required in respect of the proposed new post and the reclassification would be offset by the proposed reductions under temporary assistance.

Consultants and travel of staff

12. No resource growth is proposed under these two headings. The related

/...

provisions which have been requested for these purposes, in a total amount of \$285,100, at 1978-1979 rates, would be utilized for the following purposes:

(a) Consultants (\$234,900)

- (i) Study of equivalencies of grades between the United Nations and the United States Civil Service: two consultants (P-5/D-1 level) for four months each, including travel;
- (ii) Supplementary study on total compensation to be carried out by a corporate consultant;
- (iii) Studies on particular problems relating to post adjustment questions, for the benefit of the Expert Committee on Post Adjustment Questions: one consultant (P-5/D-1 level) for 30 days, including travel;
- (iv) Studies in connexion with career development and recruitment: one consultant (P-5/D-1 level) for 30 days;
- (v) Engagement of pricing agents for cost-of-living surveys;
- (vi) Other requirements, depending on the work programme to be established by the Commission in light of relevant decisions of the General Assembly and other legislative bodies and of progress of work on 1978 programme, but which are likely to include:
 - (a) Further work on relative needs for career service and fixed-term service and the implications for manpower planning, recruitment procedures and conditions of service;
 - (b) Criteria for geographical distribution and equitable participation of the two sexes;
 - (c) Re-examination of the term "best-paying national civil service";
 - (d) Further improvements of post adjustment system;
 - (e) Elaboration of common classification standards and control of their application;
 - (f) An initial study on techniques of staff evaluation; and
 - (g) Uniformization of personnel practices.

(b) Travel of staff (\$50,200)

- (i) Six staff members (four Professional, two General Service) to attend two three-week sessions of the Commission away from Headquarters;

/...

- (ii) Three staff members to attend two 10-day sessions of the Advisory Committee on Post Adjustment Questions away from Headquarters;
- (iii) One staff member to attend four seven-day sessions of the Consultative Committee on Administrative Questions;
- (iv) Two staff members for four 10-day trips to Europe in connexion with General Service salary surveys.

Income section 2. General income (Reimbursement by the specialized agencies of their share of the cost of the International Civil Service Commission)

13. Article 21(3) of the statute of the Commission provides that the expenditure of the Commission is to be shared by the participating organizations in a manner to be agreed by them. In accordance with the interagency agreement reached, the cost is to be shared on the basis of the Consultative Committee on Administrative Questions personnel statistics showing staff on board as at 31 December 1977. On this basis it is estimated that the specialized agencies would reimburse to the United Nations approximately 63 per cent of the Commission's total cost during the biennium 1978-1979. The application of that percentage to the revised estimated requirements shown for the Commission in annex I would result in reimbursement to the United Nations in the amount of \$2,024,900. This reflects a decrease of \$41,100 in the earlier estimates 3/ provided under General Income, Income section 2.

3/ A/32/6, para. 2.10.

ANNEX I

International Civil Service Commission

Analysis of over-all costs

(In thousands of United States dollars)

A. DIRECT COSTS

(1) Regular budget

| Main objects of expenditure | 1976-1977 appropriations | Estimated additional requirements | | | | 1978-1979 estimates |
|-----------------------------------|--------------------------|---|---|----------------------------|----------------|---------------------|
| | | Maintenance, at revised 1977 rates, of 1976-1977 programmes | Resource growth (at revised 1977 rates) | Inflation in 1978 and 1979 | Total increase | |
| <u>Commission</u> | | | | | | |
| Temporary assistance for meetings | 175 | 4.9 | (17.4) | 12.4 | (0.1) | 174.9 |
| Travel of representatives | 141 | 4.1 | 34.9 | 13.7 | 52.7 | 193.7 |
| Printing | 37 | 1.2 | (28.2) | 0.9 | (26.1) | 10.9 |
| Honoraria <u>a/</u> | 179 | 11 | 36 | - | 47 | 226 |
| <u>Secretariat</u> | | | | | | |
| Established posts | 1 207.9 | 194.1 | 27.2 | 111.5 | 332.8 | 1 540.7 |
| General temporary assistance | 42 | 1.1 | (27) | 1.2 | (24.7) | 17.3 |
| Consultants | 211 | 7.2 | - | 16.7 | 23.9 | 234.9 |
| Overtime | 2 | - | - | 0.2 | 0.2 | 2.2 |
| Common staff costs | 376 | 74.8 | 8.6 | 32.6 | 116 | 492 |
| Travel of staff | 45 | 1.7 | - | 3.5 | 5.2 | 50.2 |
| Data processing contracts | 9.7 | .3 | - | 0.8 | 1.1 | 10.8 |
| General operating expenses | 198 | 6.7 | - | 15.6 | 22.3 | 220.3 |
| Supplies and materials | 21 | .5 | - | 1.6 | 2.1 | 23.1 |
| Furniture and equipment | 5 | .1 | - | 0.4 | 0.5 | 5.5 |
| Total | 2 649.6 | 307.7 | 34.1 | 211.1 | 552.9 | 3 202.5 |

Analysis of real growth (at revised 1977 rates)

| (1) Total cost of maintenance of 1976-1977 programmes | Resource growth | | | | Rate of real growth (5) over (1) |
|--|-----------------|---------------------------------|--|-----------------|----------------------------------|
| | (2) Actual | (3) Less non-recurrent items | (4) Plus delayed growth (new posts) | (5) Adjusted | |
| 2 957.3 | 34.1 | - | 22.6 | 56.7 | 1.9 % |

(2) Extrabudgetary resources

Total, direct costs 3 202.5

P. APPORTIONED COSTS

Total, direct and apportioned costs

a/ Including special allowance for the Chairman.

ANNEX II

Established post requirements

Organizational Unit: International Civil Service Commission

| | <u>Regular budget</u> | | <u>Extrabudgetary sources</u> | | <u>Total</u> | |
|--|-----------------------|-----------|-------------------------------|-----------|--------------|-----------|
| | 1976-1977 | 1978-1979 | 1976-1977 | 1978-1979 | 1976-1977 | 1978-1979 |
| <u>Professional category and above</u> | | | | | | |
| D-2 | 1 | 1 | - | - | 1 | 1 |
| D-1 | 1 | 1 | - | - | 1 | 1 |
| P-5 | 2 | 2 | - | - | 2 | 2 |
| P-4 | 9 | 9 | - | - | 9 | 9 |
| P-3 | 2 | 2 | - | - | 2 | 2 |
| P-2/1 | 1 | 2 | - | - | 1 | 2 |
| Total | 16 | 17 | - | - | 16 | 17 |
| <u>General Service category</u> | | | | | | |
| Principal level | 2 | 3 | - | - | 2 | 3 |
| Other levels | 20 | 19 | - | - | 20 | 19 |
| Total | 22 | 22 | - | - | 22 | 22 |
| Grand total | 38 | 39 | - | - | 38 | 39 |