



**Secretariat**

IC/Geneva/2010/10  
19 April 2010

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**INFORMATION CIRCULAR N° 10\***

**Subject: Salary Rates Applicable to General Services Staff Engaged for Conference and other Short-Term Service**

1. The salary rates of General Service staff engaged for conference or other short-term service have been revised effective 1 March 2010. The increase in rates has been calculated by reference to the revisions made to the salaries of the General Service regular staff as announced in IC/Geneva/2010/9.
2. In addition, the salary rates for non-local staff reflect the application of a revised subsistence element of Sfr.111 per day (up from Sfr.99) and of Sfr.2,190 per month (up from Sfr. 1,950)
3. The revised rates are set out in the Annex to this circular and apply to those staff still holding a contract under the arrangements in effect prior to 1 July 2009.
4. The rates shown in the Annex shall be payable retroactively to eligible staff members who were employed as from 1 March 2010. In the case of staff members who were employed on 1 March 2010 and have since left the Organization, such staff may receive retroactive payments - subject to eligibility - upon submission of a written claim to the Payroll Unit. Such claims must be made within one year of the date of this circular.

*(Signed)* Kumiko Matsuura-Mueller  
Officer-in-charge, Division of Administration

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\* This circular supersedes IC/Geneva/2008/13 under Section X, paragraph E.2 of the Administrative Handbook.

**SALARY RATES FOR GENERAL SERVICE STAFF ENGAGED  
FOR CONFERENCE AND OTHER SHORT-TERM SERVICE  
(GROSS SALARIES SUBJECT TO STAFF ASSESSMENT) 1/  
EFFECTIVE DATE 1 March 2010  
(SWISS FRANCS)**

Level of work	Salary item	Daily rates		Monthly rates	
		Local	Non-Local 2/	Local	Non-Local 2/
G.1	Gross	211.30	322.30	5,687	7,877
	Pens. Gross	205.70	205.70	5,536	5,536
	Net	163.00	274.00	4,386	6,576
G.2	Gross	232.60	343.60	6,260	8,450
	Pens. Gross	224.70	224.70	6,049	6,049
	Net	177.60	288.60	4,782	6,972
G.3	Gross	255.60	366.60	6,881	9,071
	Pens. Gross	246.00	246.00	6,622	6,622
	Net	193.60	304.60	5,210	7,400
G.4	Gross	281.10	392.10	7,566	9,756
	Pens. Gross	269.70	269.70	7,260	7,260
	Net	211.10	322.10	5,683	7,873
G.5	Gross	310.00	421.00	8,344	10,534
	Pens. Gross	296.70	296.70	7,986	7,986
	Net	231.10	342.10	6,220	8,410
G.6	Gross	341.90	452.90	9,203	11,393
	Pens. Gross	326.40	326.40	8,787	8,787
	Net	253.10	364.10	6,812	9,002
G.7	Gross	376.70	487.70	10,138	12,328
	Pens. Gross	359.80	359.80	9,685	9,685
	Net	277.10	388.10	7,458	9,648

**OVERTIME RATES**

Level of work	Supplementary hourly payment for overtime			
	Ordinary		Special	
	Gross	Net	Gross	Net
G.1	49.00	37.80	65.40	50.40
G.2	54.00	41.20	72.00	55.00
G.3	59.30	44.90	79.10	59.90
G.4	65.20	49.00	87.00	65.30
G.5	71.90	53.60	95.90	71.50
G.6	79.30	58.70	105.80	78.30
G.7	87.40	64.30	116.50	85.70

1 / Staff assessment is calculated on the basis of the 36-month average exchange rate of Swiss francs 1.11 to US\$ 1.00

2/ Inclusive of subsistence element (Sfr 111 daily, Sfr 2,190 monthly)