

SECRETARY-GENERAL'S BULLETIN NO. 75

TO: Members of the Staff of United Nations

Subject: RULES FOR THE APPLICATION OF DIFFERENTIALS TO COMPENSATION AND
ALLOWANCE RATES FOR STAFF MEMBERS STATIONED
AWAY FROM UNITED NATIONS HEADQUARTERS

1. Purpose

The purpose of this bulletin is to set forth rules for the application of differentials to compensation and allowance rates for staff members stationed away from United Nations Headquarters whose base salaries are determined on the basis of the annual rates contained in SGB/19 and who are not specifically engaged at local prevailing rates.

2. Definition of "Differential"

The term "differential" means a percentage difference from United Nations Headquarters rates to cover differences in living costs and other conditions as between the Headquarters site and offices away from Headquarters.

3. Establishment of Differentials

Differentials will be fixed and announced by Administrative Instruction. (Differentials already established are shown in Administrative Instruction No. 24).

4. Application of Rules

(a) Salary Rates: Differentials will be applied to Headquarters annual base salary rates in establishing the salary rates of staff members whose official duty stations are away from Headquarters. (See SGB/19/Rev.1).

(b) Installation Allowances and Installation Grants shall be subject to differentials. (See SGB/62/Rev.2).

(c) Temporary Expatriation Allowance: Differentials will be applied to the temporary expatriation allowance as provided in SGB/70.

(d) Children's Allowance and Education Grant: For the present, differentials will not be applied to the children's allowance and the education grant. (SGB/57)

(e) Representation Allowance: Differentials will not be applied to Representation Allowances.

(f) Hospitality Expenses: The maximum amounts authorized for hospitality

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expenses in Secretary-General's Bulletin 29 of 18 June 1946, will apply in areas outside the Headquarters, except that special rates may be fixed for areas where the level of restaurant food costs differs markedly from costs in the New York area. (See Administrative Instruction No. 7 regarding a special rate for Paris).

(g) Travel Subsistence Allowance will not be affected by differentials.

(h) Effect of Differential on Overtime Compensation, Night Differential and Health Insurance Plan Contributions: For purposes of computing overtime compensation and night differential and in determining the United Nations contributions under the Health Insurance Plan, the salary rates as fixed under paragraph 4a above will be used (actual salary including differential). The provisions of this paragraph will be effective as of the beginning of the pay period following the date of this bulletin.

(i) Differential to be Applied During Travel Status: When a staff member is transferred from one area to another, the differential, if any, in effect for the area from which he is transferred will apply to his base salary and appropriate allowances through the date previous to the day of arrival at the new station. The differential fixed for a staff member's official duty station will also apply to his salary and appropriate allowances during temporary duty assignments away from his official duty station and during travel time upon initial appointment or termination by the United Nations. The provisions of this paragraph will be effective as of the beginning of the pay period following the date of this bulletin.

By direction of the Secretary-General

(signed) Byron Price

BYRON PRICE

Assistant Secretary-General for
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Note: Amendments to appropriate Secretary-General's Bulletins will be issued shortly.
