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SECRETARY-GENERAL'S BULLETIN No. 5

TO: Members of the Staff of the United Nations.

PROVISIONAL PROVIDENT FUND RULES

The General Assembly directed that the Secretary-General establish a Provident Fund for the benefit of the members of the staff of the United Nations. In accordance with this directive, I have today approved the attached Provisional Provident Fund Rules. These rules will be subject to review on the appointment of the Assistant Secretary-General in charge of Administrative and Financial Services.

TRYGVE LIE

Secretary-General.

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PROVISIONAL PROVIDENT FUND RULES

Rule 1. Establishment

A Provident Fund for the benefit of the members of the staff of the United Nations is hereby established. The Fund shall be known as the Staff Provident Fund of the United Nations.

Rule 2. Contributions

As from the date of his appointment every member of the staff shall contribute to the Fund six per cent of his salary payable by deductions from his salary. An equal amount shall be contributed by the United Nations in respect of the staff members. For the purpose of this article:

The salary on which contributions are assessed shall be defined to include only the salary received by the member for his services and shall exclude children's allowances and all other special grants and allowances.

Rule 3. Accounting

The contributions paid by and in respect of a staff member shall be carried at such periods as the deductions are made from the staff member's salary, to a separate account in the name of the staff member in the books of the Fund.

Rule 4. Administration

The Staff Provident Fund shall be administered in accordance with the provisional Financial Rules and Regulations of the United Nations and shall be subject to appropriate arrangements for staff participation. The amounts standing to the credit of staff members shall be deposited in such manner as may be determined by the Secretary-General and shall carry no interest.

Rule 5. Relation to Permanent Staff Retirement Scheme

After the establishment of a permanent staff retirement scheme a member of the staff who is ineligible for membership of the staff retirement scheme shall continue to contribute to the Staff Provident Fund. For the purpose of this article:

"A member of the staff ineligible for membership of the staff retirement scheme is a member who is employed on a short term contract of less than five years or a member who at the date of his appointment is otherwise ineligible for membership under the rules of the permanent staff retirement scheme."

Rule 6. Contributions Credited to Retirement Scheme

At the date of the establishment of a permanent staff retirement scheme the amount standing to the credit of a permanent member of the staff in the Staff Provident Fund shall be transferred to a staff retirement fund under the terms of a permanent staff retirement scheme, and the staff member shall cease to be a member of the Staff Provident Fund. For the purpose of this article:

"A permanent member of the staff is a member who is given a contract for an indeterminate period or who is appointed under a contract for not less than five years subject to the possibility of renewal."

Rule 7. Payments at Termination of Staff Members

(a) On the termination of a permanent staff member's service before the establishment of a permanent staff retirement scheme the amount standing to the credit of his account in the Staff Provident Fund shall be paid to him.

(b) On the termination of service of a staff member who is ineligible for membership of the staff retirement scheme the amount standing to the credit of his account in the Staff Provident Fund shall be paid to him.

Rule 8. Payments at Death of Staff Members

(a) On the death of a permanent staff member before the establishment of a permanent staff retirement scheme the amount standing to the credit of his account in the Staff Provident Fund shall be paid to his nominated beneficiary.

(b) On the death of a staff member who is ineligible for membership of the Staff Retirement Scheme the amount standing to the credit of his account in the Staff Provident Fund shall be paid to his nominated beneficiary.

Rule 9. Effective Date and Revision

The General Assembly, having directed the Secretary-General to submit to the Second Part of the First Session of the General Assembly a report on the operation of the Provident Fund, these rules shall be effective as of 16 February 1946 and shall remain in force until such time as any changes in the rules suggested by the Secretary-General in his report have been approved by the General Assembly and have become effective.

TRYGVE LIE
Secretary-General
