



Secretariat

ST/AI/249/Rev.3/Amend.4  
17 July 1996

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ADMINISTRATIVE INSTRUCTION

To: Members of the staff

From: The Under-Secretary-General for Administration and Management

Subject: STANDARD OF ACCOMMODATION, TRAVEL TIME AND  
REST STOPOVERS\*

The purpose of the present instruction is to revise and update the annex contained in ST/AI/249/Rev.3 of 29 March 1989 on standard of accommodation, travel time and rest stopovers. Administrative instruction ST/AI/249/Rev.3/Amend.3 is hereby superseded. The revised annex will enter into effect from the date of the present amendment.

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\* Personnel Manual index No. 7103.

Annex

TRAVEL TIME AND REST STOPOVERS

Country and city	A	B	C
	Journeys involving flying time exceeding 9 hours	Rest stopovers (days)	Travel time (days) for home leave and family visit travel
<u>From New York to:</u>			
Afghanistan (Kabul) .....	X	2	3
Albania (Tirana) .....	X	1	2
Algeria (Algiers) .....	X	1	2
Andorra (Andorra La Vella) .....	X	1	2
Angola (Luanda) .....	X	2	3
Antigua and Barbuda (St. John's) .		0	1
Argentina (Buenos Aires) .....	X	1	2
Armenia (Yerevan) .....	X	2	3
Australia (Canberra) .....	X	2	3
Austria (Vienna) .....	X	0	1
Azerbaijan (Baku) .....	X	2	3
Bahamas (Nassau) .....		0	1
Bahrain (Manama) .....	X	2	3
Bangladesh (Dhaka) .....	X	2	3
Barbados (Bridgetown) .....		0	1
Belarus (Minsk) .....	X	1	2
Belgium (Brussels) .....		0	1
Belize (Belmopan) .....		0	1
Benin (Porto Novo) .....	X	1	2
Bhutan (Thimphu) .....	X	2	3
Bolivia (La Paz) .....	X	1	2
Bosnia and Herzegovina (Sarajevo)	X	1	2

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Country and city	A	B	C
	Journeys involving flying time exceeding 9 hours	Rest stopovers (days)	Travel time (days) for home leave and family visit travel
Botswana (Gaborone) .....	X	2	3
Brazil (Brasilia)* .....	X	1	2
Brunei Darussalam (Bandar Seri Begawan) .....	X	2	3
Bulgaria (Sofia) .....	X	1	2
Burkina Faso (Ouagadougou) .....	X	2	3
Burundi (Bujumbura) .....	X	2	3
Cambodia (Phnom Penh) .....	X	2	3
Cameroon (Yaounde) .....	X	2	3
Canada (Ottawa) .....		0	1
Cape Verde (Praia) .....	X	1	2
Central African Republic (Bangui)	X	2	3
Chad (N'Djamena) .....	X	2	3
Chile (Santiago) .....	X	1	2
China (Beijing) .....	X	2	3
Colombia (Bogota) .....		0	1
Comoros (Moroni) .....	X	2	3
Congo (Brazzaville) .....	X	2	3
Costa Rica (San Jose) .....		0	1
Côte d'Ivoire (Yamoussoukro) .....	X	1	2
Croatia (Zagreb) .....	X	1	2
Cuba (Havana) .....	X	1	2
Cyprus (Nicosia) .....	X	1	2
Czech Republic (Prague) .....	X	0	1

\* No stopovers are authorized on travel to Sao Paulo.

Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Democratic People's Republic of Korea (Pyong Yang) .....	X	2	3
Denmark (Copenhagen) .....		0	1
Djibouti (Djibouti) .....	X	2	3
Dominica (Roseau) .....		0	1
Dominican Republic (Santo Domingo)		0	1
Ecuador (Quito) .....		0	1
Egypt (Cairo) .....	X	1	2
El Salvador (San Salvador) .....		0	1
Equatorial Guinea (Malabo) .....	X	2	3
Eritrea (Asmara) .....	X	2	3
Estonia (Tallinn) .....	X	1	2
Ethiopia (Addis Ababa) .....	X	2	3
Fiji (Suva) .....	X	2	3
Finland (Helsinki) .....		0	1
France (Paris) .....		0	1
Gabon (Libreville) .....	X	2	3
Gambia (Banjul) .....	X	1	2
Georgia (Tbilisi) .....	X	2	3
Germany (Berlin)* .....		0	1
Ghana (Accra) .....	X	1	2
Greece (Athens) .....	X	1	2
Grenada (St. George's) .....		0	1
Guatemala (Guatemala City) .....		0	1

\* Travel time to points in Germany may increase depending on season.  
Check with Travel Unit.

Country and city	A	B	C
	Journeys involving flying time exceeding 9 hours	Rest stopovers (days)	Travel time (days) for home leave and family visit travel
Guinea (Conakry) .....	X	1	2
Guinea-Bissau (Bissau) .....	X	1	2
Guyana (Georgetown) .....		0	1
Haiti (Port-au-Prince) .....		0	1
Honduras (Tegucigalpa) .....		0	1
Hungary (Budapest) .....	X	0	1
Iceland (Reykjavik) .....		0	1
India (New Delhi) .....	X	2	3
Indonesia (Jakarta) .....	X	2	3
Iran (Islamic Republic of) (Tehran) .....	X	2	3
Iraq (Baghdad) .....	X	2	3
Ireland (Dublin) .....		0	1
Israel (Tel Aviv) .....	X	1	2
Italy (Rome) .....	X	0	1
Jamaica (Kingston) .....		0	1
Japan (Tokyo) .....	X	1	2
Jordan (Amman) .....	X	1	2
Kenya (Nairobi) .....	X	2	3
Kazakstan (Almaty) .....	X	2	3
Kuwait (Kuwait) .....	X	1	2
Kyrgyzstan (Bishkek) .....	X	2	3
Lao People's Democratic Republic (Vientiane) .....	X	2	3
Latvia (Riga) .....	X	1	2
Lebanon (Beirut) .....	X	1	2
Lesotho (Maseru) .....	X	2	3

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Country and city	A Journneys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Liberia (Monrovia) .....	X	2	3
Libyan Arab Jamahiriya (Tripoli) .	X	1	2
Liechtenstein (Vaduz) .....		0	1
Lithuania (Vilnius) .....	X	1	2
Luxembourg (Luxembourg) .....	X	1	2
Madagascar (Antananarivo) .....	X	2	3
Malawi (Lilongwe) .....	X	2	3
Malaysia (Kuala Lumpur) .....	X	2	3
Maldives (Male) .....	X	2	3
Mali (Bamako) .....	X	1	2
Malta (Valletta) .....	X	1	2
Marshall Islands (Majuro) .....	X	2	3
Mauritania (Nouakchott) .....	X	1	2
Mauritius (Port Louis) .....	X	2	3
Mexico (Mexico City) .....		0	1
Micronesia (Federated States of) (Kolonja) .....	X	2	3
Monaco (Monte Carlo)* .....		0	1
Mongolia (Ulan Bator) .....	X	2	3
Morocco (Rabat)** .....	X	1	2
Mozambique (Maputo) .....	X	2	3
Myanmar (Yangon) .....	X	2	3
Namibia (Windhoek) .....	X	2	3

\* Travel time may be affected by season.

\*\* No stopovers are authorized on travel to Casablanca.

Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Netherlands (Amsterdam) .....		0	1
New Zealand (Wellington) .....	X	2	3
Nepal (Kathmandu) .....	X	2	3
Nicaragua (Managua) .....	0	0	1
Niger (Niamey) .....	X	2	3
Nigeria (Abuja) .....	X	1	2
Norway (Oslo) .....		0	1
Oman (Muscat) .....	X	2	3
Pakistan (Islamabad) .....	X	2	3
Palau (Koror) .....	X	2	3
Panama (Panama) .....		0	1
Papua New Guinea (Port Moresby) ..	X	2	3
Paraguay (Asuncion) .....	X	1	2
Peru (Lima) .....		0	1
Philippines (Manila) .....	X	2	3
Poland (Warsaw) .....	X	0	1
Portugal (Lisbon) .....		0	1
Qatar (Doha) .....	X	2	3
Republic of Korea (Seoul) .....	X	1	2
Republic of Moldova (Chişinău) ...	X	2	3
Romania (Bucharest) .....	X	1	2
Russian Federation (Moscow) .....	X	1	2
Rwanda (Kigali) .....	X	2	3
Saint Kitts and Nevis (Basseterre)		0	1
Saint Lucia (Castries) .....		0	1

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Country and city	A Journeys involving flying time exceeding 9 hours	B Rest stopovers (days)	C Travel time (days) for home leave and family visit travel
Saint Vincent and the Grenadines (Kingstown) .....		0	1
Samoa (Apia) .....	X	2	3
San Marino (San Marino) .....	X	1	2
Sao Tome and Principe (Sao Tome) .	X	2	3
Saudi Arabia (Riyadh) .....	X	1	2
Senegal (Dakar) .....	X	0	1
Seychelles (Victoria) .....	X	2	3
Sierra Leone (Freetown) .....	X	2	3
Singapore (Singapore) .....	X	2	3
Slovakia (Bratislava) .....	X	1	2
Slovenia (Ljubljana) .....	X	1	2
Solomon Islands (Honiara) .....	X	2	3
Somalia (Mogadishu) .....	X	2	3
South Africa (Pretoria) .....	X	2	3
Spain (Madrid) .....		0	1
Sri Lanka (Colombo) .....	X	2	3
Sudan (Khartoum) .....	X	2	3
Suriname (Paramaribo) .....	X	1	2
Swaziland (M'Babane) .....	X	2	3
Sweden (Stockholm) .....		0	1
Switzerland (Geneva) .....		0	1
Syrian Arab Republic (Damascus) ..	X	1	2
Tajikistan (Dushanbe) .....	X	2	3
Thailand (Bangkok) .....	X	2	3
The former Yugoslav Republic of Macedonia (Skopje) .....	X	1	2



Country and city	A	B	C
	Journeys involving flying time exceeding 9 hours	Rest stopovers (days)	Travel time (days) for home leave and family visit travel
Togo (Lome) .....	X	1	2
Trinidad and Tobago (Port-of-Spain)		0	1
Tunisia (Tunis) .....	X	1	2
Turkey (Ankara) .....	X	1	2
Turkmenistan (Ashgabat) .....	X	2	3
Uganda (Kampala) .....	X	2	3
Ukraine (Kiev) .....	X	1	2
United Arab Emirates (Abu Dhabi) .	X	2	3
United Kingdom of Great Britain and Northern Ireland (London) ....		0	1
United Republic of Tanzania (Dar es Salaam) .....	X	2	3
United States of America (Washington, D.C.) .....		Not applicable	
Uruguay (Montevideo) .....	X	1	2
Uzbekistan (Tashkent) .....	X	2	3
Vanuatu (Port Vila) .....	X	2	3
Venezuela (Caracas) .....		0	1
Viet Nam (Hanoi) .....	X	2	3
Yemen (Sana'a) .....	X	2	3
Yugoslavia (Belgrade) .....	X	1	2
Zaire (Kinshasa) .....	X	2	3
Zambia (Lusaka) .....	X	2	3
Zimbabwe (Harare) .....	X	2	3

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