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### HUMAN RESOURCES MANAGEMENT

#### Amendments to the Staff Rules

#### Report of the Secretary-General

1. Staff regulation 12.3 provides that the full text of provisional staff rules and amendments shall be reported annually to the General Assembly.

#### A. 100 series

2. The 100 series of the Staff Rules, applicable to all staff except technical assistance project personnel and staff members specifically engaged for service of limited duration, will appear as Secretary-General's Bulletin ST/SGB/Staff Rules/1/Rev.9. The present report introduces several new amendments which will clarify certain provisions, introduce new provisions or effect minor editorial changes.

3. Staff rule 104.14, Appointment and Promotion Board, has been amended to adjust the terminology to the practice, and refer to "subsidiary panels" rather than "working groups"; and to simplify the process under which cases are considered by the Appointment and Promotion Committees.

4. Staff rule 105.2, Special leave, has been amended by the addition of a new paragraph (c) to allow, for the biennium 1996-1997, the granting of special leave for pension purposes, at no cost to the Organization, to protect the pension benefits of staff who are within two years of achieving age 55 years and 25 years of service, or who are 55 years of age and within two years of 25 years of service. The current paragraph (c) becomes paragraph (d).

5. Staff rule 109.4, Termination indemnity, has been amended by the addition of new paragraphs (d), (e) and (f) to implement the new special leave for pension purposes provided under the new paragraph (c) of staff rule 105.2.

6. Staff rule 111.2, Appeals, has been amended to broaden the scope of conciliation procedures and introduce a simplified and expedited procedure to handle small claims.

B. 200 series

7. The 200 series of the Staff Rules, applicable to staff specifically recruited for service with technical cooperation projects, will appear as Secretary-General's Bulletin ST/SGB/Staff Rules/2/Rev.9. The present report introduces two amendments to the 200 series designed to effect minor editorial changes.

8. Staff rule 203.15, Pensionable remuneration, has been amended to correct a typographical error in paragraph (a).

9. Staff rule 206.5, Compensation for death, injury or illness attributable to service, has been amended to include a reference to a previous amendment of appendix D to the Staff Rules.

ANNEX

Texts of amendments to Staff Rules

A. 100 series

Chapter IV

APPOINTMENT AND PROMOTION

Rule 104.14

Appointment and Promotion Board

Rule 104.14, as amended, reads as follows:

"(d) Subsidiary panels

As necessary, subsidiary panels at Headquarters and in other designated offices, with functions comparable to those of the Appointment and Promotion Board and Committees, may be appointed in the same manner by the Secretary-General.

...

"(g) The foregoing functions with respect to staff in the Professional category and at the Principal Officer level will be performed by the Appointment and Promotion Board or by the Appointment and Promotion Committees. With respect to staff in the General Service and related categories, the same functions will be performed by subsidiary panels, in accordance with the provisions establishing such panels.

"(h) Cases on which an Appointment and Promotion Committee has unanimously endorsed the recommendation of the programme manager will be submitted to the Secretary-General for decision without further review by the Appointment and Promotion Board."

Chapter V

ANNUAL AND SPECIAL LEAVE

Rule 105.2

Special leave

Rule 105.2, as amended, reads as follows:

"(c) During the biennium 1996-1997, the Secretary-General may authorize special leave without pay for pension purposes to protect the pension benefits of staff who are within two years of achieving age 55 years and

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25 years of service, or who are 55 years of age and within two years of 25 years of service."

The present paragraph (c) becomes paragraph (d).

Chapter IX

SEPARATION FROM SERVICE

Rule 109.4

Termination indemnity

Rule 109.4, as amended, reads as follows:

"(d) During the biennium 1996-1997, and upon application of a staff member who is to be separated as a result of an agreed termination of appointment or because of abolition of post or reduction in staff and who is within two years of age 55 years and 25 years of contributory service in the United Nations Joint Staff Pension Fund, or who is over that age and within two years of 25 years of contributory service, the Secretary-General may place such staff member on special leave without pay for pension purposes pursuant to staff rule 105.2 (c), under conditions to be established by the Secretary-General. Such special leave shall commence from the date on which the separation would otherwise have taken effect for a period of up to two years, for the sole purpose of enabling the staff member to remain a participant in the United Nations Joint Staff Pension Fund during this period.

"(e) The Organization will, on written request of the staff member prior to being placed on special leave pursuant to the preceding paragraph, pay the pension contribution of the Organization and/or the staff member during this period of special leave. The total amount of these contributions will be deducted from the termination indemnity otherwise payable.

"(f) A staff member selecting the option of special leave described in paragraph (d) of this rule shall sign an undertaking acknowledging that his or her status on special leave is solely for pension purposes and that his or her entitlements and those of any dependants to all other emoluments and benefits under the Staff Regulations and Rules is determined finally as of the date of commencement of such special leave."

Chapter XI

JOINT APPEALS BOARD

Rule 111.2

Appeals

Rule 111.2, as amended, reads as follows:

"(b) At any time after a request for review has been submitted, but before a panel of the Joint Appeals Board has been constituted to hear an appeal, conciliation may be sought on the issues involved at the initiative of the Secretary-General, or the staff member, or the presiding officer of the Joint Appeals Board. The presiding officer shall refer the matter for that purpose to a chairperson or member of the Joint Appeals Board. This procedure is without prejudice to the right of the staff member to pursue an appeal under the provisions of this rule if the issues cannot be resolved through conciliation.

...

"(o) Notwithstanding the above, if the appeal involves a claim having a cumulative maximum value not in excess of one thousand and five hundred dollars (\$1,500), on account of salary, emoluments or any other entitlement under the Staff Regulations and Rules, such claim shall be considered a 'small claim' and shall be dealt with accordingly under appropriate rules of procedure which the Joint Appeals Board competent to hear the appeal may have adopted. Such rules may require the designated representative of the Secretary-General to submit comments within thirty days of receipt of the claim from the Joint Appeals Board secretariat."

The present paragraphs (o) and (p) are renumbered as paragraphs (p) and (q) respectively.

B. 200 series

Chapter III

SALARIES AND RELATED ALLOWANCES

Rule 203.15

Pensionable remuneration

Rule 203.15, as amended, reads as follows:

"(a) The pensionable remuneration of project personnel shall be in accordance with articles 1 (q) and 54 of the Regulations of the United Nations Joint Staff Pension Fund."

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Chapter VI

SOCIAL SECURITY

Rule 206.5

Compensation for death, injury or illness attributable to service

Rule 206.5, as amended, reads as follows:

"Project personnel shall be entitled to compensation in the event of death, injury or illness attributable to the performance of official duties on behalf of the United Nations, in accordance with the rules set forth in appendix D to the Staff Rules (ST/SGB/Staff Rules/Appendix D/Rev.1 and Amend.1, January 1976)."

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