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PROPOSED PROGRAMME BUDGET FOR THE BIENNIUM 1982-1983

Revised estimates under section 28L, subsection 1, International  
Civil Service Commission, and income section 2, General income

Report of the Secretary-General

Section 28L, subsection 1, International Civil Service Commission

1. Article 21, section 2 of the statute of the International Civil Service Commission (ICSC), as adopted by the General Assembly under resolution 3357 (XXIX) of 18 December 1974, provides that "The budget of the Commission shall be included in the regular budget of the United Nations. The budget estimates shall be established by the Secretary-General, after consultation with the Administrative Committee on Co-ordination, on the basis of proposals by the Commission."
2. Provisional estimates amounting to \$5,398,000 reflecting the maintenance of the level of resources approved for 1980-1981, were included in the 1982-1983 proposed programme budget, in respect of the International Civil Service Commission, under section 28L 1/ as the Commission had not yet formulated its proposals for the 1982-1983 biennium. The revised estimates for the International Civil Service Commission based on the proposals submitted by the Commission and after consultation with the Administrative Committee on Co-ordination (ACC) are set out in the attached annexes.
3. In pursuance of the decisions taken by the General Assembly at its thirty-fifth session in its resolution 35/214 and subject to any further decisions which may be taken by the Assembly at its thirty-sixth and thirty-seventh sessions, the Commission plans to carry out the full range of responsibilities entrusted to it under its statute, as well as a number of specific aspects which the Assembly had requested particular attention be given (e.g. career concepts, types of appointment,

1/ See Official Records of the General Assembly, Thirty-sixth Session, Supplement No. 6 (A/36/6), vol. II, paras. 28L.1 and 28L.2.

career development and related questions). On the basis of the recommendations of the Advisory Committee on Post Adjustment Questions (ACPAQ) the Commission considered that the programme and resources of the Cost-of-Living Section should be increased to enable it to improve the methodology of cost-of-living measurements. The Commission also decided to maintain its schedule of Headquarters General Service salary surveys under article 10 of its statute and to move ahead with its general review of the allowances and benefits for staff in the General Service category as well as in the Professional and higher categories. It will continue work under article 11 of its statute to establish a principle and methodology for the General Service category and under article 12, to recommend salary scales for this category in the different headquarters duty stations. It will pursue work in implementation of articles 13, 14, 16 and 17 of its statute (preparation of common standards, recruitment standards and procedures, organization planning, methods and procedures for the Commission's monitoring and reporting on its responsibilities recommendations).

4. The Commission discussed the possibility of reducing the number of sessions to be held each year, but concluded that in order to carry out its mandate properly it should continue to meet twice per year.

#### Resource requirements (at revised 1981 rates)

##### Commission

###### Temporary assistance for meetings

5. The budget of ICSC provides for temporary assistance in the production of in-session documentation for meetings, the remainder of the costs for meetings at United Nations conference sites being absorbed under section 29. Two sessions of the Commission are expected to be held in New York and two sessions in Geneva in 1982 and 1983. After consultation with ACC, it is understood that if one of the participating organizations wishes to act as host for a session, it would be asked to meet the extra costs of holding a session elsewhere.

###### Travel of representatives

6. The requirements under this heading are requested to provide for the travel and subsistence allowance of members of the Commission to attend the two three-week sessions of the Commission in each of the two years of the biennium (one each year in New York and one each year in Geneva). In addition, ACPAQ will hold one ten-day session each year.

###### External printing

7. Requirements under this object of expenditure may be reduced by \$5,300 due to greater use of internal reproduction facilities for the printing of documents.

### Honorariums

8. In accordance with General Assembly resolution 35/221, provision is made for full-time compensation at the annual rate of \$67,000 each for the Chairman and Vice-Chairman of the Commission, with an additional allowance of \$5,000 for the Chairman.

### Secretariat

#### New posts

9. Four new posts (two P-3, two G-4/1) are requested. In light of the recommendations of ACPAQ on the report of the Special Working Group, it is proposed that the staff resources in the Cost-of-Living Section be increased in order to implement the recommendations made on the methodology for cost-of-living measurements. The two P-3 posts requested would provide for two statisticians whose responsibilities would entail analysing the results of cost-of-living surveys, calculating post adjustment indices and conducting research related to international comparison of cost of living and methodology for the cost-of-living measurement. The two General Service posts requested are proposed to be utilized for senior statistical clerks in the Cost-of-Living Section.

#### Reclassification

10. The reclassification of a P-2 post to the P-3 level is proposed to provide for a programmer/systems analyst with responsibilities relating to the preparation and maintenance of computer programmes and systems for the work of ICSC. The incumbent of this post will be involved in the development of expanded computer activities for the Cost-of-Living Section, as recommended by ACPAQ and would also be expected to carry out programming functions for the entire ICSC secretariat.

11. The reclassification of two G-4 posts to G-5 is proposed based on the level of responsibility attaching to each post. One of the G-4 posts proposed to be reclassified to the G-5 level is that of Personal Assistant to the Chairman of the Commission, while the other is for the post of a research clerk whose principal task is to assist the Professional staff in the analysing of data and preparation of tabular material.

#### Conversions

12. In the light of the recommendations made by the Special Working Group of ACPAQ for the strengthening of the staffing of the Cost-of-Living Section, as described in paragraph 9 above, it is requested that the Professional post at the P-3 level and two General Service posts (G-5 and G-4) approved during the thirty-fifth session of the General Assembly be converted from temporary to established posts.

#### Consultants

13. The requirements under this heading may be reduced by \$26,800, in the light of the revised estimate of actual usage in 1980-1981. The resources requested will be

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used to engage pricing agents and for studies in connexion with post adjustment questions, salary questions, development of computer system, recruitment and staff evaluation.

Overtime

14. Experience during the 1980-1981 biennium has proved that the requirements under this heading were insufficient. It is, therefore, proposed that the provision be increased by \$19,100 to meet the need of the Commission primarily in connexion with its sessions.

Travel of staff

15. The requirements under this heading would provide for the following purposes:

(a) Attendance at two three-week sessions of the Commission held away from Headquarters;

(b) Attendance at meetings of the Consultative Committee on Administrative Questions (CCAQ), the Federation of International Civil Servants Associations (FICSA) and the United Nations Joint Staff Pension Board (UNJSPB);

(c) Participation in CCAQ sub-committees on job classification Tier II standards working party, training workshops, working party on classification of duty stations;

(d) General Service salary surveys at three headquarters duty stations;

(e) Visits to Washington D.C. to update grade equivalencies for purposes of calculation of the margin;

(f) Review of General Service conditions of service at field duty stations;  
and

(g) Cost-of-living survey trips.

The proposed increase of \$52,300 is largely attributable to the review of General Service conditions of service at field duty stations and a greater number of cost-of-living survey trips.

Rental and maintenance of equipment

16. The requirements under this heading are proposed to provide for the leasing of word processing equipment. The savings in work time through the use of such equipment would help avoid increases in General Service staff that might otherwise be necessary to cope with the workload.

Other general operating expenses

17. The requirements under this heading would provide for a photocopying machine, telex and cable charges and long distance telephone calls. Experience during 1980-1981 has shown that the provisions for such expenses were insufficient, and an increase of \$67,200 is therefore proposed.

Supplies and materials

18. A reduction of \$7,900 is proposed under this heading based on the actual level of requirements during the biennium 1980-1981.

19. The total budget proposed for the biennium 1982-1983 amounts to \$5,703,300. Since the initial budget contained an amount of \$5,398,000 it is requested that an additional appropriation of \$310,300 be provided under section 28L, in respect of the International Civil Service Commission. This would be offset by income as indicated in the following paragraph.

Income section 2, subsection I. General income (Reimbursement  
by the specialized agencies of their share of the cost of the  
International Civil Service Commission)

20. Article 21, section 3, of the statute of the Commission provides that the expenditure of the Commission is to be shared by the participating organizations in a manner to be agreed by them. In accordance with the interagency agreement reached, the cost for 1982-1983 is to be shared on the basis of CCAQ personnel statistics showing staff on board as at 31 December 1980. On this basis it is estimated that the specialized agencies would reimburse to the United Nations approximately 61.1 per cent of the Commission's total cost during the biennium 1982-1983. The application of that percentage to the revised estimated requirements shown for the Commission in annex I would result in reimbursement to the United Nations in the amount of \$3,487,700. This reflects an increase of \$189,500 over the earlier estimates <sup>2/</sup> provided under income section 2.

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<sup>2/</sup> Ibid., para. IS2.9.

Annex I

INTERNATIONAL CIVIL SERVICE COMMISSION  
ANALYSIS OF OVER-ALL COSTS  
(Thousands of US dollars)

Main object of expenditure	1980-1981 appropriations	Estimated additional requirements			Total increase	1982-1983 estimates
		Revaluation of 1980-1981 resource base (at 1981 rates)	Resource growth (at revised 1981 rates)	Inflation in 1982 and 1983		
<u>Commission</u>						
Temporary assistance for meetings	165.4	6.5	(57.9)	17.0	(34.4)	131.0
Travel of representatives	257.5	10.0	-	39.8	49.8	307.3
External printing	9.9	0.4	(5.3)	0.8	(4.1)	5.8
Honorariums	246.0	32.0	-	-	32.0	278.0
<u>Secretariat</u>						
Salaries:						
Established posts	2 054.1	222.9	271.6	303.1	797.6	2 851.7
Temporary posts	35.3	97.9	(133.2)	-	(35.3)	-
General temporary assistance	19.5	0.8	-	3.0	3.8	23.3
Consultants	224.7	8.8	(26.8)	30.7	12.7	237.4
Overtime	2.4	0.1	19.1	3.1	22.3	24.7
Common staff costs:						
Representation allowances	1.2	-	-	-	-	1.2
Other common staff costs	647.1	101.3	44.4	95.5	241.2	888.3
Travel of staff	79.5	3.0	52.3	20.1	75.4	154.9
Data processing contracts	12.1	0.5	-	1.9	2.4	14.5
General operating expenses:						
Rental and maintenance of premises,	350.0	112.0	-	66.3	178.3	528.3
Rental and maintenance of equipment	-	-	46.0	6.8	52.8	52.8
Other general operating expenses	52.2	7.3	67.2	18.9	93.4	145.6
Supplies and materials	27.3	1.0	(7.9)	3.0	(3.9)	23.4
Furniture and equipment	20.4	8.5	-	4.4	12.9	33.3
<b>Total</b>	<b>4 204.6</b>	<b>613.0</b>	<b>269.5</b>	<b>614.4</b>	<b>1 496.9</b>	<b>5 701.5</b>

Analysis of real growth (at revised 1981 rates)

(1) Total revalued 1980-1981 resource base	Resource growth					Rate of real growth (5) over (1)
	(2) Actual	(3) Less non-recurrent items	(4) Plus delayed growth (new posts)	(5) Adjusted		
4 817.6	269.5	-	104.0	373.5		7.8%

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Annex II

ESTABLISHED POST REQUIREMENTS

Organizational unit: INTERNATIONAL CIVIL SERVICE COMMISSION

	Regular budget		Extrabudgetary sources		Total	
	1980-1981	1982-1983	1980-1981	1982-1983	1980-1981	1982-1983
<b>Professional category and above</b>						
D-2	1	1	-	-	1	1
D-1	1	1	-	-	1	1
P-5	2	2	-	-	2	2
P-4	10	10	-	-	10	10
P-3	3	7	-	-	3	7
P-2/1	2	1	-	-	2	1
<b>Total</b>	<b>19</b>	<b>22</b>	<b>-</b>	<b>-</b>	<b>19</b>	<b>22</b>
<b>General Service category</b>						
Principal level	3	6	-	-	3	6
Other levels	21	22	-	-	21	22
<b>Total</b>	<b>24</b>	<b>28</b>	<b>-</b>	<b>-</b>	<b>24</b>	<b>28</b>
<b>Grand total</b>	<b>43 <u>a/</u></b>	<b>50 <u>a/</u></b>	<b>-</b>	<b>-</b>	<b>43 <u>a/</u></b>	<b>50 <u>a/</u></b>

a/ Includes five posts (two P-4 and three G-4/1) outposted to Geneva.

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