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PERSONNEL QUESTIONS

OTHER PERSONNEL QUESTIONS

Amendments to the Staff Rules

Note by the Secretary-General

1. The Staff Regulations of the United Nations provide in regulation 12.2 that the Secretary-General shall report annually to the General Assembly such staff rules and amendments thereto as he may make to implement the Staff Regulations. Pursuant to that regulation, this note is submitted to report on the changes made to the Staff Rules during the period from 1 July 1975 to 30 June 1976.

100 series

2. Staff rules 101.1 through 112.8, which are applicable to all staff except technical assistance project personnel, staff members specifically engaged for conference and other short-term service and staff members specifically engaged as Dispatchers and Guides in the Visitors' Service at Headquarters, were issued in a revised edition, with effect from 1 June 1976 (ST/SGB/Staff Rules/1/Rev.3).

3. The main purpose of the revised edition was to bring the rules fully in line with the decisions of the General Assembly regarding the elimination of differential treatment based on sex in the Staff Regulations and Rules. To this end, two series of amendments were made to the provisions of the rules. The first series was to give effect to the Secretary-General's intention, as reported to the General Assembly, "to amend the rules, wherever appropriate, by discontinuing the practice of referring to staff members in the masculine gender only" (A/C.5/1603, para.8). Accordingly, the English text of the Rules has been

* A/31/50.

completely revised to replace all references in the masculine gender by pronouns of both the masculine and feminine gender or by common terms suitable in the context. However, the French text has not been amended in this way as it would be linguistically inappropriate to do so. To ensure concordance between the two authentic texts, rule 112.1 was amended to provide that: "In the French text of these rules, reference to staff members in the masculine gender shall apply to staff members of both sexes, unless clearly inappropriate from the context."

4. The second series of amendments consisted of changes in the rules to ensure equal treatment of staff members of both sexes in regard to travel expenses and repatriation grant in conformity with General Assembly resolution 3353 (XXIX) of 18 December 1974 amending the relevant provisions of the Staff Regulations. In general, these amendments made the conditions of eligibility for payment of such expenses and benefits in respect of a wife or husband uniformly applicable to married staff members, irrespective of the dependency status of the spouse. Accordingly, all the references in the relevant rules to "dependants", which were understood in the past to comprise "a wife, dependent husband and dependent children", were replaced by other appropriate terms denoting "a spouse and dependent children", particularly in the context of rule 107.5, Definition of eligible family members for the purposes of official travel, rule 109.5, Repatriation grant, and rule 109.10(a) (vi), Last day for pay purposes in the event of death.

5. The revised edition contained additional amendments of both an editorial and substantive nature, which served to bring the rules up to date. Editorial changes were made, wherever appropriate, to bring about greater precision in wording or to ensure consistency in the use of current terminology. Amendments of a substantive nature were made to the various rules listed below according to the purposes stated:

(a) To incorporate modifications of rules previously announced by administrative circulars:

Rule 104.14(f)(ii)(C)	Appointment and Promotion Board
Rule 106.3	Maternity leave
Rule 107.22(b) and (c)	Insurance
Rule 107.26	Transportation of decedents
Rule 108.2(a)(ii) and (iii)	Joint Advisory Committee
Rule 112.6	Service and conduct reports

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(b) To improve effectiveness in the administration of rules on the basis of administrative experience:

Rule 103.24(b)	Definition of dependency
Rule 105.3(b), (c) and (k)	Home leave
Rule 106.2(a)(iii) and (iv)	Sick leave
Rule 107.1(b)	Official travel of staff members
Rule 107.2(a)(viii)	Official travel of family members - established office
Rule 107.3(a)	Official travel of family members - mission service
Rule 107.4(a)	Loss of entitlement to return transportation
Rule 107.14(a)	Expenses while in transit
Rule 107.15(a) and (d)	Travel subsistence allowance (including a new paragraph (h))
Rule 107.21(a), (d), (e) and (g)	Excess baggage and unaccompanied shipments
Rule 107.27(a), (b), (d) and (g)	Removal costs
Rule 107.28(b) and (c)	Loss of entitlement to unaccompanied shipment or removal expenses
Rule 109.10(a)(i)	Last day for pay purposes
Rule 111.3(h) and (k)	Procedure of the Joint Appeals Board
Rule 111.4(b) and (c)	Appeals in offices away from Headquarters

(c) To reflect changes of rules consequential to decisions of the General Assembly:

Rule 104.14(a)(i)	Appointment and Promotion Board (General Assembly resolution 2997 (XXVII) and 3081 (XXVII))
Rule 107.9(b)(i)	Route and mode of travel (General Assembly resolution 3048 (XXVII))
Rule 107.10(a) and (e)	Standards of accommodation (General Assembly resolution 3198 (XXVIII))

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6. In the revised edition, amendments were also made to the Appendices to the Staff Rules as follows:

(a) Appendix A was amended by the inclusion of the schedule of post adjustments, which was previously set out immediately after the text of rule 103.7;

(b) Appendix B was amended by the inclusion of the schedule of pensionable remuneration for the Field Service category, which was not shown in the previous edition;

(c) Appendix B (Headquarters) was amended by the incorporation of the revised salary scales for the General Service category, including Security Service, effective 1 February 1976 and the revised salary scales for Manual Workers, effective 1 April 1976; and

(d) Appendix C on provisional arrangements relating to military service was amended by the deletion of the word "provisional" from its title.

7. Appendix D to the Staff Rules, which was published in a separate Secretary-General's Bulletin entitled "Rules governing compensation in the event of death, injury or illness attributable to the performance of official duties on behalf of the United Nations", was amended with effect from 1 January 1976 by the substitution of new texts for article 11.3, paragraphs (c) and (d), concerning the schedule of lump-sum compensation and the principles of assessment, respectively (ST/SGB/Staff Rules/Appendix D/Rev.1/Amend.1).

200 series

8. Staff rules 200.1 through 212.7, which are applicable to staff members specifically recruited for service with technical assistance projects, were issued in a revised edition, with effect from 1 January 1976 (ST/SGB/Staff Rules/2/Rev.3).

9. The revised edition incorporated the previous amendments to the rules contained in ST/SGB/Staff Rules/2/Rev.2/Amend.2. In addition, the rules were brought up to date by the introduction of other amendments as listed below according to their purposes:

(a) To make changes of an editorial nature, in conformity with the current practice and usage of terminology or in consequence of the amendment to staff regulation 7.1 allowing payment of travel expenses for spouses, regardless of their dependency status:

Rule 200.1	Applicability
200.2(b)	Definitions
207.1	Official travel of project personnel
207.6	Standards of accommodation

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Rule 207.8	Purchase of tickets
207.9	Initial and return travel of family members
207.10	Travel of family members on change of duty station
207.11	Travel on home leave
207.16(c)	Daily subsistence allowance while in travel status
207.18(a)	Expenses while in transit by sea
207.24	Loss of entitlement to travel expenses and unaccompanied shipment
209.11	Last day for pay purposes

(b) To improve the administration of rules on the basis of administrative experience:

Rule 201.3(b)	Hours of work and official holidays
203.1	Salaries and related allowances (including a new paragraph (d))
203.3(c)	Currency of salary payment
203.12	Extension of tour of duty
203.14(a)	Salary advances (including a new subparagraph (v))
205.1(d)	Annual leave
207.21(c)	Insurance
207.22	Travel advances
207.23	Transportation of decedents

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(c) To incorporate changes in the conditions of service previously announced by administrative instructions or project personnel circulars:

Rule 203.5	Post adjustments (new paragraph (f))
203.8(i)	Education grant
203.9	Daily subsistence allowance (new paragraph (f))
203.10(a)	Installation grant
207.2(a)	Official travel of family members
207.12	Family visit travel
207.13(a)	Education grant travel
207.15	Terminal expenses
207.20	Excess baggage and unaccompanied shipments (including a new paragraph (k))
207.21(b)	Insurance
Appendix I	New page showing pensionable remuneration
Appendix II	Schedules of post adjustments

(d) To bring the rules in line with the corresponding provisions of the 100 series Staff Rules:

Rule 203.7(b)	Dependency allowances
205.2	Home leave (new paragraph (c))
207.17(a)	Computation of the daily subsistence allowance in travel status

(e) To show modifications of rules consequential to the decisions of the General Assembly:

Rule 203.11(a)	Assignment allowance (General Assembly resolution 3358 A (XXIX))
207.2(b)	Definition of eligible family members for travel purposes (General Assembly resolution 3353 (XXIX))

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Rule 209.8

Conditions governing payment of
repatriation grant (General Assembly
resolution 3353 (XXIX))

Appendix I

Salary scales (General Assembly
resolution 3358 B (XXIX)).

300 series

10. Appendix A to staff rules 301.1 to 312.6, which apply to staff members specifically engaged for conference and other short-term service, was amended to show the revised salary scales for such staff, effective 1 September 1975, 1 January 1976 and 1 May 1976 (ST/SGB/Staff Rules/3/Rev.2/Amend.11, 12 and 13, respectively).

400 series

11. Appendix A to staff rules 401.1 to 412.7, which apply to staff members specifically engaged for service as Dispatchers and Guides in the Visitors' Service at Headquarters, was amended to show the revised salary rates for such staff, with retroactive effect from 1 June 1975 and with effect from 1 February 1976 (ST/SGB/Staff Rules/4/Rev.2/Amend.9 and 10, respectively).
