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Standards of accommodation for air travel

Report of the Secretary-General

Summary

The present report of the Secretary-General on the standards of accommodation for air travel is submitted in accordance with General Assembly resolutions [42/214](#), [45/248 A](#), [53/214](#), [63/268](#), [65/268](#), [67/254 A](#), [69/274 A](#), [71/272 B](#), [72/262 B](#) and [74/262](#) and decisions 44/442 and 46/450, as well as decision 57/589, in which the Assembly requested the Secretary-General to submit his report to it on a biennial basis. The present report provides information on standards of accommodation for air travel for the two-year period ended 30 June 2020 and comparative statistics for the two-year period ended 30 June 2018, as well as trend analyses for the past 10 years.

To incentivize the use of the lump-sum option for home leave travel, which is cost-effective, the Secretary-General proposes the discontinuation of the remaining part of the interim measure for determining the home leave lump-sum payment. Furthermore, to improve the efficiency of travel management in the Secretariat, the Secretary-General proposes the establishment of a single threshold for the use of business class by staff members below the level of Assistant Secretary-General.



I. Introduction

1. The United Nations standards of accommodation for air travel are governed by a series of General Assembly resolutions and decisions, including resolutions [42/214](#), [45/248 A](#), [53/214](#), [63/268](#), [65/268](#), [67/254 A](#), [69/274 A](#), [71/272 B](#), [72/262 B](#) and [74/262](#) and decisions 44/442, 46/450 and 57/589. For the purpose of implementing the various provisions of resolutions [67/254 A](#) and [72/262 B](#) relating to the standards of accommodation for air travel, the administrative instruction on official travel ([ST/AI/2013/3](#), [ST/AI/2013/3/Amend.1](#), [ST/AI/2013/3/Amend.2](#), [ST/AI/2013/3/Amend.3](#)) was promulgated.

2. In the United Nations system, certain categories of exceptions to the standards of accommodation have been established, including, but not limited to, the following: travel of eminent persons; travel of prominent individuals; travel under circumstances that have been deemed to be arduous or under which, for medical reasons, it has been deemed appropriate to upgrade the accommodation for air travel; security officials travelling with the Secretary-General, the Deputy Secretary-General and their spouses; security officials travelling with the President of the General Assembly; and travel under circumstances in which the regular standard of accommodation is not available and it is considered prudent to authorize an upgrade.

3. In addition, the Secretary-General has been applying a strict analysis of every individual case presented for exception, considering those cases described in paragraph 2 above and taking into consideration the need to use the services of prominent persons who donate their services to the Organization for the most part, as well as the need to preserve the convening capacity of the Secretariat.

4. Pursuant to resolution [72/262 B](#), in which the General Assembly requested the Secretary-General to continue to limit the use of exceptions and to strengthen internal controls in that regard, the Administration has continued to limit the use of exceptions to the standards of accommodation for air travel. The overall number of approved requests decreased, from 1,204 for the period from July 2016 to June 2018 to 841 for the period from July 2018 to June 2020. The decrease may be partly attributed to the general reduction in air travel between March and June 2020 that resulted from the coronavirus disease (COVID-19) pandemic. Detailed analyses and explanations of the movements in the number of exceptions, as well as related additional costs for the various categories, are provided in sections II to IV of the present report.

5. Section V presents Secretariat-wide travel-related statistics and information for the two-year period ended June 2020. The section also provides information on the outcome of the Secretariat review of the procurement process for air travel management services. Travel restrictions imposed by the global outbreak of COVID-19 pandemic in early 2020 significantly affected travel volumes for the first half of 2020. The present report also contains information about the monitoring of industry best practices in the area of frequent flyer miles and any new trends in section VI.

6. Section VII includes information on the uptake rate of the lump-sum payment option. In order to further improve the effectiveness and efficiency of travel management and to incentivize greater use of the lump-sum option, the Secretary-General proposes to discontinue the interim measure of determining the lump-sum payment at 70 per cent of the least restrictive economy ticket and reverting to 75 per cent.

7. In section VIII, to improve the efficiency and administration of air travel, and pursuant to resolution [72/262 B](#), the Secretary-General proposes the establishment of a single threshold for the use of business class by staff below the level of Assistant Secretary-General (and eligible family members) instead of the current dual threshold.

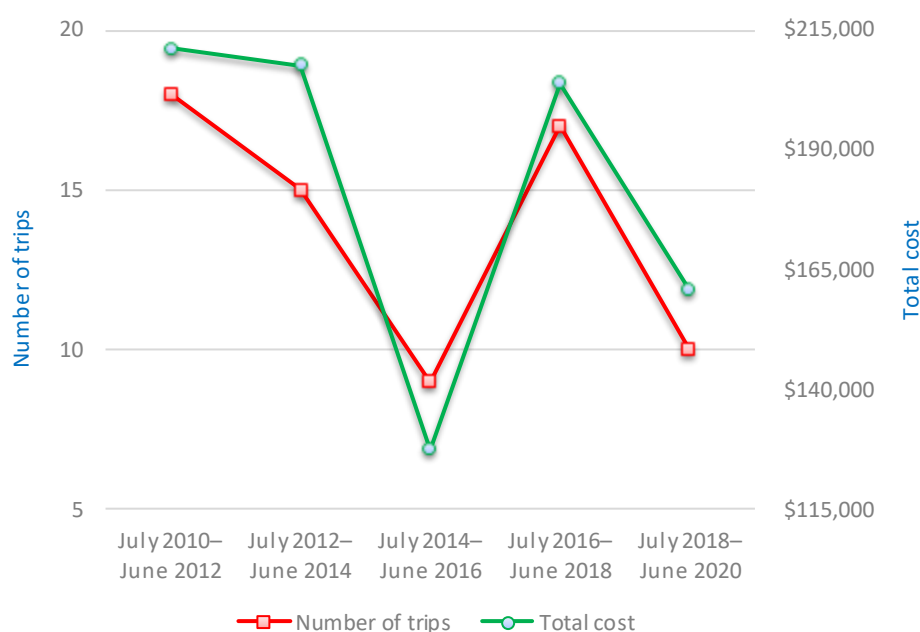
II. Travel of delegations

8. In accordance with General Assembly resolutions [42/214](#) and [74/262](#), payment of first-class accommodation for air travel is entitled to the heads of delegations of the least developed countries travelling to the regular and special sessions of the Assembly. During the period from 1 July 2018 to 30 June 2020, 9 first-class trips and 1 mixed first-class and business class trip were processed at a cost of \$160,717, compared with 17 trips at a cost of \$203,900 during the period from 1 July 2016 to 30 June 2018.

9. As shown in figure I, there was a general decreasing trend in the number of trips and the related total cost for the travel of heads of delegations to sessions of the General Assembly during the period from July 2010 to June 2012 through the period from July 2018 to June 2020, except for the period from July 2016 to June 2018, when more travel requests were received for heads of their delegations of least developed countries.

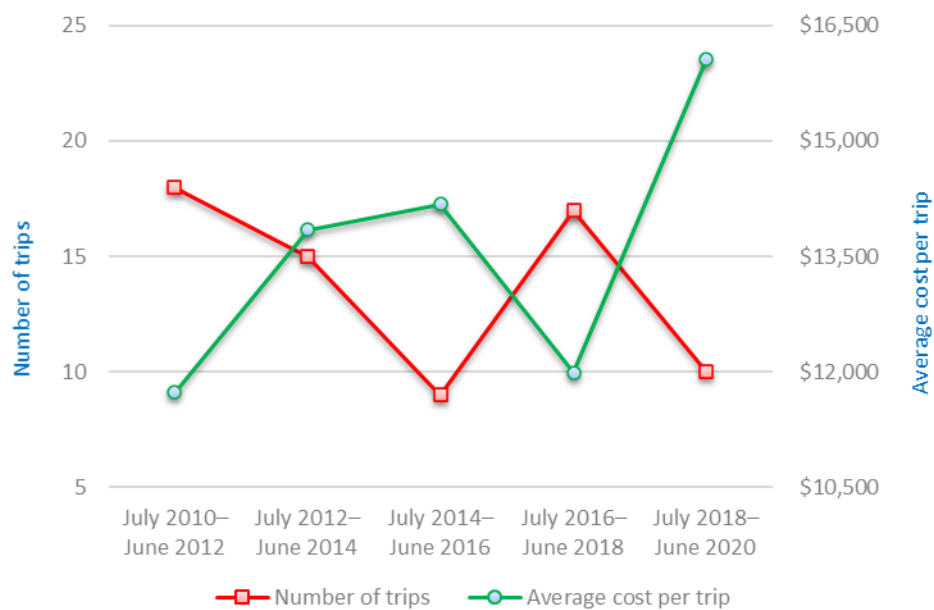
Figure I

First-class and mixed first-class and business class travel of delegates to sessions of the General Assembly: trend analysis of the number of trips and total cost



10. As shown in figure II, there was a general increasing trend in the average cost per trip from the period from July 2010 to June 2012 to the period from July 2018 to June 2020, except for the period from July 2016 to June 2018, when the average cost decreased to \$11,994 per trip. The average cost per trip during the period from July 2018 to June 2020 increased to \$16,072, compared with \$11,994 during the period from July 2016 to June 2018. The general increase in the average cost per trip is consistent with the global industry trend of increases in first-class airfares.

Figure II
First-class and mixed first-class and business class travel of delegates to sessions of the General Assembly: trend analysis of the number of trips and average cost per trip



III. Travel of the President of the General Assembly

11. To strengthen the ability of the President of the General Assembly to effectively and efficiently discharge the responsibilities of the Office of the President, the Assembly, by its resolution [53/214](#), decided that its President, consistent with the approved programme budget, should have full authority to use the funds provided in the budget for the Office. In its resolution [74/262](#), the Assembly also decided that its President should be entitled to first-class accommodation for air travel. During the period from July 2018 to June 2020, one first-class and three mixed first-class and business class trips were taken by the respective Presidents of the Assembly at an additional cost of \$38,033, compared with six first-class trips at an additional cost of \$47,641 during the period from July 2016 to June 2018. Detailed information on the first-class and mixed first-class and business class travel authorized by the President of the Assembly is provided in annex VI to the present report.

12. The first-class and mixed first-class and business class trips taken by the President of the General Assembly that were funded from the regular budget, had a general decreasing trend from the July 2010 to June 2012 period to the July 2018 to June 2020 period, with the exception of the July 2016 to June 2018 period. The additional cost per trip during the period from July 2018 to June 2020 increased to \$9,508, compared with the additional cost per trip of \$7,940 during the period from July 2016 to June 2018. The increase can be attributed to the overall increase in the cost of first-class travel during the current reporting period (see figures III and IV).

Figure III
First-class and mixed first-class and business class travel of the President of the General Assembly: trend analysis of the number of trips and total additional cost

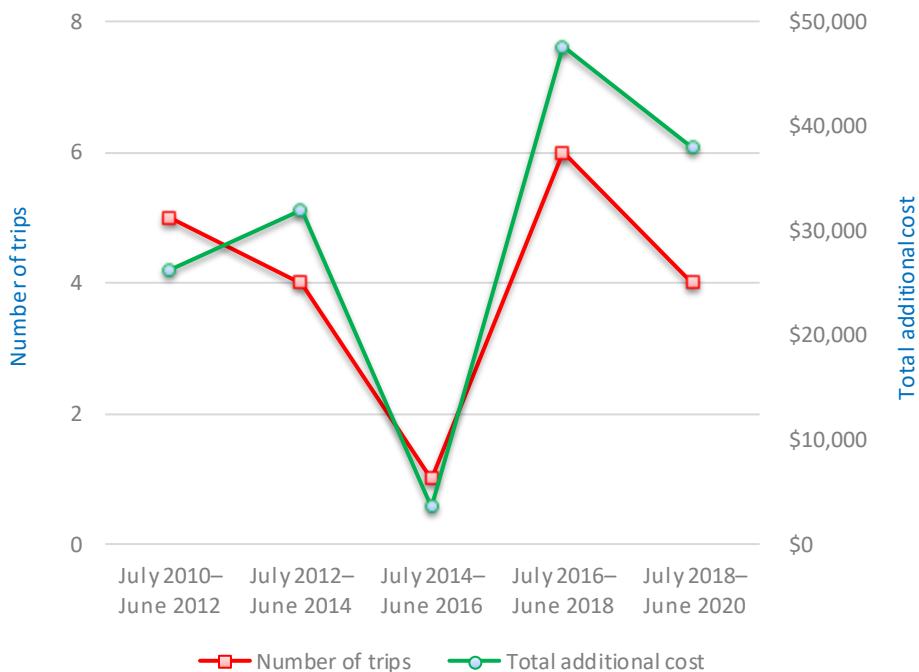
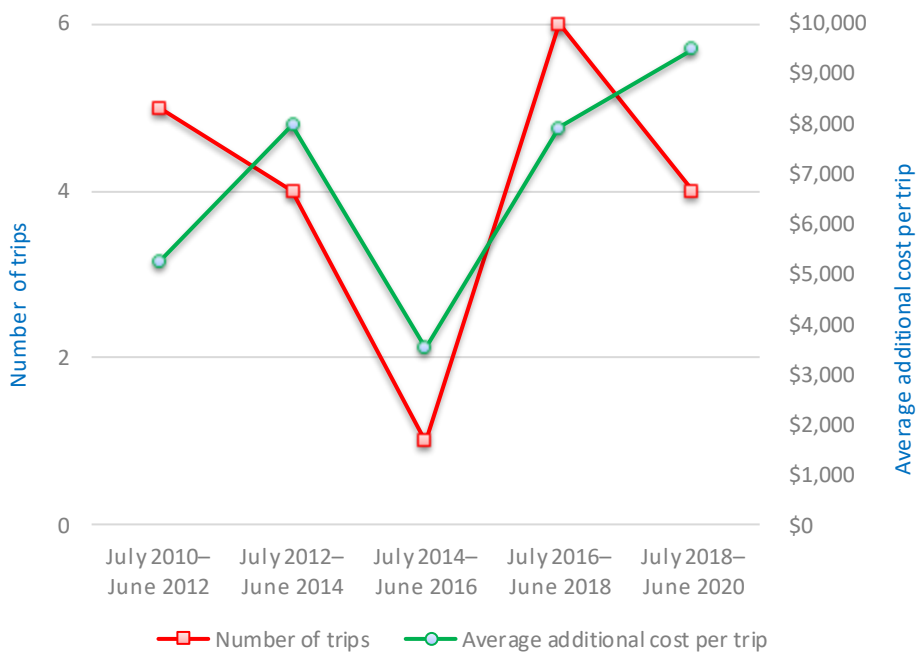


Figure IV
First-class and mixed first-class and business class travel of the President of the General Assembly: trend analysis of the number of trips and average additional cost per trip



IV. Exceptions authorized by the Secretary-General

13. In its resolution [42/214](#), the General Assembly authorized the Secretary-General to exercise his discretion in making exceptions to allow first-class air travel on a case-by-case basis. In its resolution [72/262 B](#), the Assembly eliminated the use of first-class travel of United Nations staff members for their official travel. The discretionary authority of the Secretary-General is exercised in accordance with section 4.8 of administrative instruction [ST/AI/2013/3](#), as amended, when, in the opinion of the Secretary-General, special circumstances warrant exceptions to the standards of accommodation for air travel. In exercising such authority, the Secretary-General takes into consideration, among other things, the following:

(a) A request for travel class upgrade for medical reasons should be submitted only when there is reason to expect that travel in a lower class would have a direct and significant harmful effect on the health of the traveller. All such requests should first be submitted to the Director of the Health-Care Management and Occupational Safety and Health Division and must include sufficient supporting documentation to establish, to the satisfaction of the Secretary-General, that a travel upgrade would prevent such harm. Advanced age alone is not considered sufficient justification for granting an exception;

(b) Owing to the exigencies of service, a traveller may be required to travel on a particular date, when the regular standard of accommodation for air travel is not available. Cases may also arise in which flights with the regular standard of accommodation are not available and the cost of daily subsistence allowance while the traveller waits for the next available flight would be greater than the cost of the higher standard of accommodation. The Secretary-General retains the discretion to decide, on a case-by-case basis, whether those factors amount to “special circumstances” within the meaning of administrative instruction [ST/AI/2013/3](#), as amended;

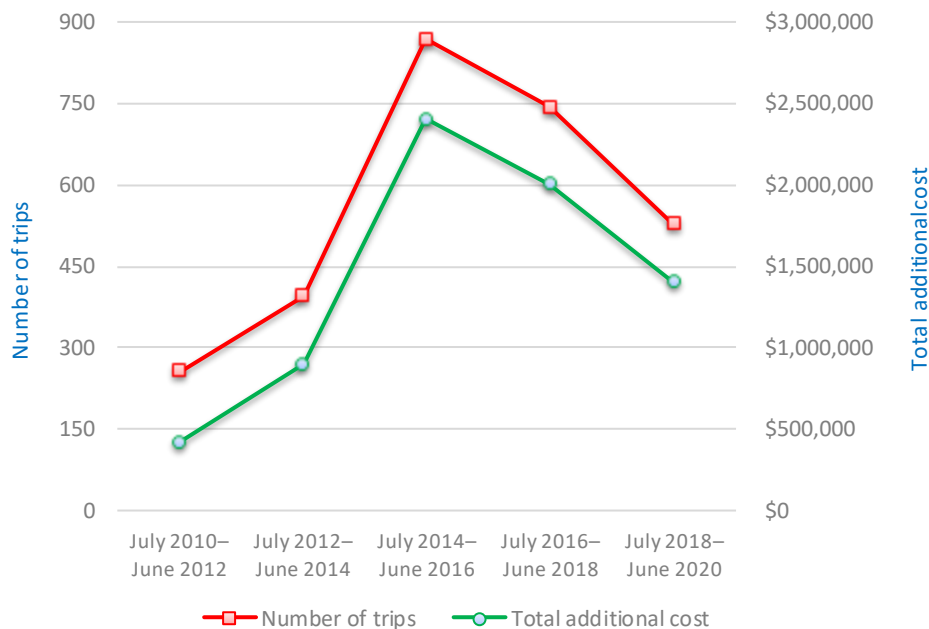
(c) A traveller who is a current or former Head of State or Government is considered an eminent person;

(d) A traveller who is a current or former cabinet minister or who, in the opinion of the Secretary-General, is a significant international figure in the political, scientific, economic, humanitarian or cultural arenas who is providing services to the Organization is considered a prominent person;

(e) Where a traveller, after completing a full day’s work, is required, owing to the exigencies of service, to travel through the night in order to resume work and/or attend a high-profile meeting in another location on the following morning or immediately upon arrival, such a case may be deemed an arduous journey. However, it is advisable to avoid such instances through proper advance travel planning. The Secretary-General retains the discretion to decide, in each particular case, whether the related factors amount to “special circumstances” within the meaning of administrative instruction [ST/AI/2013/3](#), as amended.

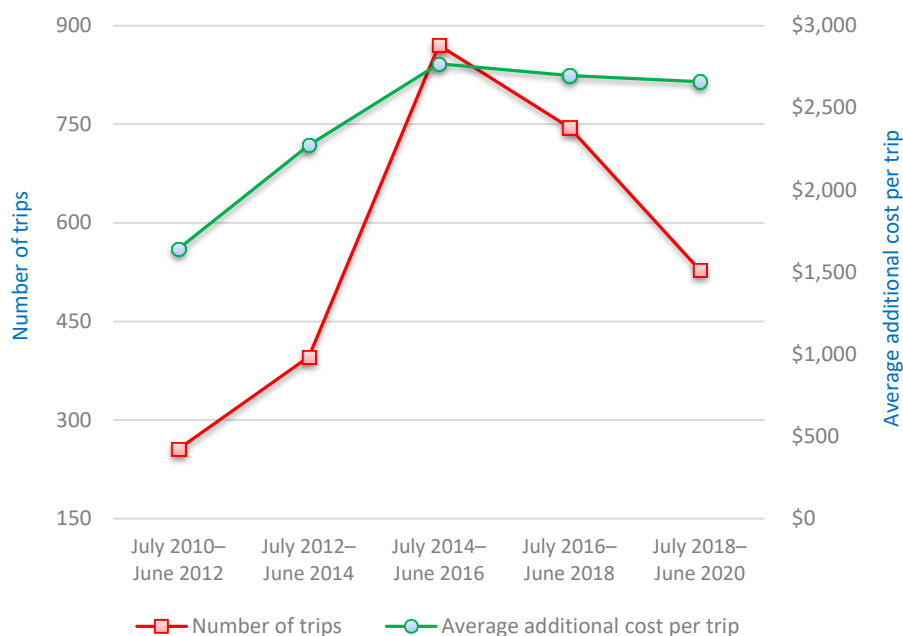
14. As shown in figure V, the number of trips and the total additional cost of the exceptions authorized by the Secretary-General for the Secretariat continued to decrease during the two reporting periods within the period from 1 July 2016 to 30 June 2020 as a result of efforts made by the Administration to limit the number of exceptions, including applying more restrictive criteria for those travellers included under the eminent and prominent categories as defined in paragraph 13 (c) and (d) above, in accordance with resolution [72/262 B](#) and previous resolutions, such as resolution [69/274 A](#). The decrease may be attributed in part to the general reduction in air travel between March and June 2020 that resulted from the COVID-19 pandemic.

Figure V
Exceptions approved for the Secretariat: trend analysis of the number of trips and total additional cost



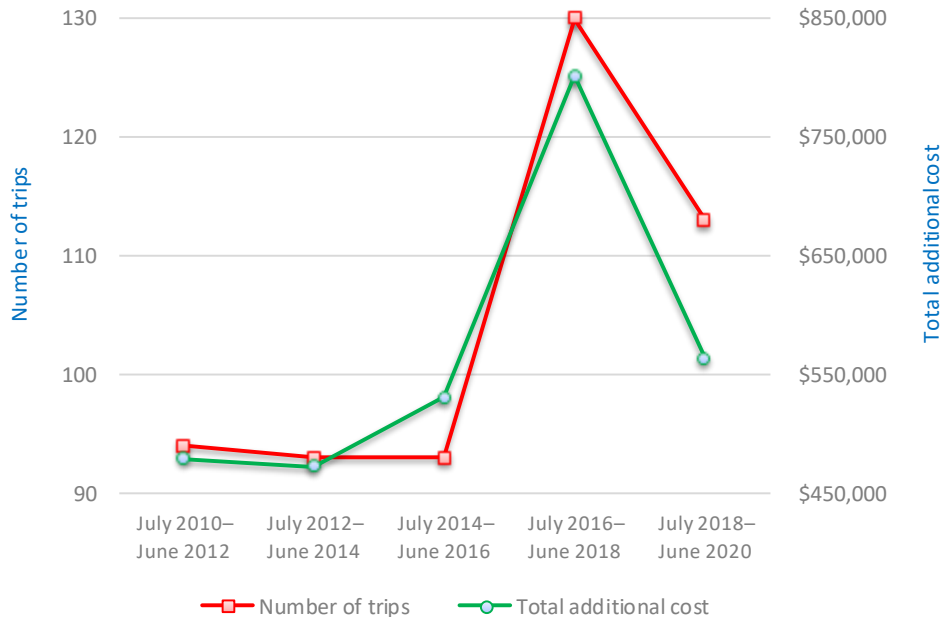
15. Figure VI shows that, during the period from 1 July 2018 to 30 June 2020, the average additional cost per trip for the Secretariat decreased to \$2,658, compared with \$2,696 during the previous reporting period. The decrease can be attributed to, among other factors, overall efforts by the Administration to use official travel resources in a cost-effective manner, including through the advance purchase of tickets and by using the most economical routes.

Figure VI
Exceptions approved for the Secretariat: trend analysis of the number of trips and average additional cost per trip



16. Exceptions are also granted where officers from the Department of Safety and Security provide close protection security services to the President of the General Assembly, the Secretary-General or the Deputy Secretary-General and their spouses. As shown in figure VII, during the period from 1 July 2018 to 30 June 2020, there were 113 trips, at an estimated additional cost of \$563,648, compared with 130 trips, at an estimated additional cost of \$801,562, during the previous reporting period.

Figure VII
Travel of security officers: trend analysis of the number of trips and total additional cost



17. As shown in figure VIII, the average additional cost per trip for security officers during the reporting period from 1 July 2018 to 30 June 2020 was \$4,988, compared with \$6,166 for the previous reporting period.

Figure VIII
Travel of security officers: trend analysis of the number of trips and average additional cost per trip



18. Pursuant to General Assembly resolution [65/268](#), the present report includes a consolidated summary of the exceptions authorized in respect of the United Nations and its affiliated entities during the two-year period ended 30 June 2020 (see table 1) and a comparative consolidated summary of the exceptions authorized in the two-year period ended 30 June 2018 (see table 2).

Table 1
Summary of exceptions authorized for the United Nations and its affiliated entities,
1 July 2018–30 June 2020

(United States dollars)

Reason for exception	First/mixed class		Business class		Total		Additional cost breakdown	
	Number of trips	Additional cost	Number of trips	Additional cost	Number of trips	Additional cost	Regular budget	Other
Prominent traveller	–	–	609	1 526 614	609	1 526 614	821 838	704 776
Medical condition	–	–	56	110 859	56	110 859	64 263	46 596
Eminent traveller	–	–	28	87 929	28	87 929	44 688	43 241
Arduous journey	–	–	18	55 688	18	55 688	27 658	28 030
Regular standard was not available	7	16 844	10	15 439	17	32 283	19 883	12 400
Security	–	–	113	563 648	113	563 648	563 648	–
Subtotal	7	16 844	834	2 360 177	841	2 377 021	1 541 978	835 043
Authorized by the President of the General Assembly	4	38 033	–	–	4	38 033	38 033	–
Total	11	54 877	834	2 360 177	845	2 415 054	1 580 011	835 043

Table 2
**Summary of exceptions authorized for the United Nations and its affiliated entities,
 1 July 2016–30 June 2018**

(United States dollars)

<i>Reason for exception</i>	<i>First class</i>		<i>Business class</i>		<i>Total</i>		<i>Additional cost breakdown</i>	
	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Regular budget</i>	<i>Other</i>
Prominent traveller	1	9 190	843	2 351 201	844	2 360 391	810 431	1 549 960
Medical condition	–	–	115	237 763	115	237 763	158 961	78 802
Eminent traveller	1	15 188	40	133 339	41	148 527	63 428	85 099
Arduous journey	–	–	49	149 960	49	149 960	43 038	106 922
Regular standard was not available	3	2 805	22	7 890	25	10 695	7 665	3 030
Security	31	242 983	99	558 579	130	801 562	801 562	–
Subtotal	36	270 166	1 168	3 438 732	1 204	3 708 898	1 885 085	1 823 813
Authorized by the President of the General Assembly	6	47 641	–	–	6	47 641	47 641	–
Total	42	317 807	1 168	3 438 732	1 210	3 756 539	1 932 726	1 823 813

19. A summary of the exceptions authorized for the Secretariat during the period from 1 July 2018 to 30 June 2020 is contained in table 3. Annexes I to V provide detailed information on the numbers, nature and additional costs of the exceptions authorized during that period.

Table 3
Summary of exceptions authorized for the Secretariat, 1 July 2018–30 June 2020

(United States dollars)

<i>Reason for exception</i>	<i>First/mixed class</i>		<i>Business class</i>		<i>Total</i>		<i>Additional cost breakdown</i>	
	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Regular budget</i>	<i>Other</i>
Prominent traveller	–	–	434	1 171 026	434	1 171 026	821 838	349 188
Medical condition	–	–	46	88 183	46	88 183	64 263	23 920
Eminent traveller	–	–	23	72 435	23	72 435	44 688	27 747
Arduous journey	–	–	16	52 472	16	52 472	27 658	24 814
Regular standard was not available	5	15 434	4	4 449	9	19 883	19 883	–
Security	–	–	113	563 648	113	563 648	563 648	–
Subtotal	5	15 434	636	1 952 213	641	1 967 647	1 541 978	425 669
Authorized by the President of the General Assembly	4	38 033	–	–	4	38 033	38 033	–
Total	9	53 467	636	1 952 214	645	2 005 680	1 580 011	425 669

20. A comparative summary of exceptions authorized for the Secretariat during the period from 1 July 2016 to 30 June 2018 is presented in table 4.

Table 4
Summary of exceptions authorized for the Secretariat, 1 July 2016–30 June 2018

(United States dollars)

<i>Reason for exception</i>	<i>First class</i>		<i>Business class</i>		<i>Total</i>		<i>Additional cost breakdown</i>	
	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Regular budget</i>	<i>Other</i>
Prominent traveller	–	–	561	1 569 485	561	1 569 485	810 431	759 054
Medical condition	–	–	108	223 539	108	223 539	158 961	64 578
Eminent traveller	–	–	32	107 079	32	107 079	63 428	43 651
Arduous journey	–	–	28	99 032	28	99 032	43 038	55 994
Regular standard was not available	3	2 805	13	6 810	16	9 615	7 665	1 950
Security	31	242 983	99	558 579	130	801 562	801 562	–
Subtotal	34	245 788	841	2 564 524	875	2 810 312	1 885 085	925 227
Authorized by the President of the General Assembly	6	47 641	–	–	6	47 641	47 641	–
Total	40	293 429	841	2 564 524	881	2 857 953	1 932 726	925 227

21. A summary of the exceptions authorized in respect of the United Nations-affiliated entities during the two-year period ended 30 June 2020 is contained in table 5, and a summary of those authorized during the two-year period ended 30 June 2018 is shown in table 6. Details of exceptions authorized during the period under review for the United Nations Development Programme, the United Nations Children's Fund, the United Nations Population Fund, the United Nations Capital Development Fund, the Office of the United Nations High Commissioner for Refugees, the United Nations Environment Programme, the United Nations Human Settlements Programme, the United Nations Office on Drugs and Crime and the International Residual Mechanism for Criminal Tribunals are contained in annexes VII to XV.

Table 5
Summary of exceptions authorized for United Nations-affiliated entities, 1 July 2018–30 June 2020

(United States dollars)

<i>Reason for exception</i>	<i>First class</i>		<i>Business class</i>		<i>Total</i>	
	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>
Prominent traveller	–	–	175	355 588	175	355 588
Medical condition	–	–	10	22 676	10	22 676
Eminent traveller	–	–	5	15 494	5	15 494
Arduous journey	–	–	2	3 216	2	3 216
Regular standard was not available	2	1 410	6	10 990	8	12 400
Total	2	1 410	198	407 964	200	409 374

Table 6
**Summary of exceptions authorized for United Nations-affiliated entities,
 1 July 2016–30 June 2018**

(United States dollars)

Reason for exception	First class		Business class		Total	
	Number of trips	Additional cost	Number of trips	Additional cost	Number of trips	Additional cost
Prominent traveller	1	9 190	282	781 716	283	790 906
Medical condition	–	–	7	14 224	7	14 224
Eminent traveller	1	15 188	8	26 260	9	41 448
Arduous journey	–	–	21	50 928	21	50 928
Regular standard was not available	–	–	9	1 080	9	1 080
Total	2	24 378	327	874 208	329	898 586

22. Figures IX and X show that, for the United Nations-affiliated entities, the number of trips decreased to 200 during the period from 1 July 2018 to 30 June 2020, compared with 329 in the previous reporting period. The total additional cost decreased to \$409,374 during the period from 1 July 2018 to 30 June 2020, compared with \$898,586 during the previous reporting period. The average additional cost per trip for the United Nations affiliates entities decreased to \$2,047 during the period from 1 July 2018 to 30 June 2020, compared with \$2,731 during the previous reporting period.

Figure IX

Exceptions approved for the United Nations-affiliated entities: trend analysis of the number of trips and total additional cost

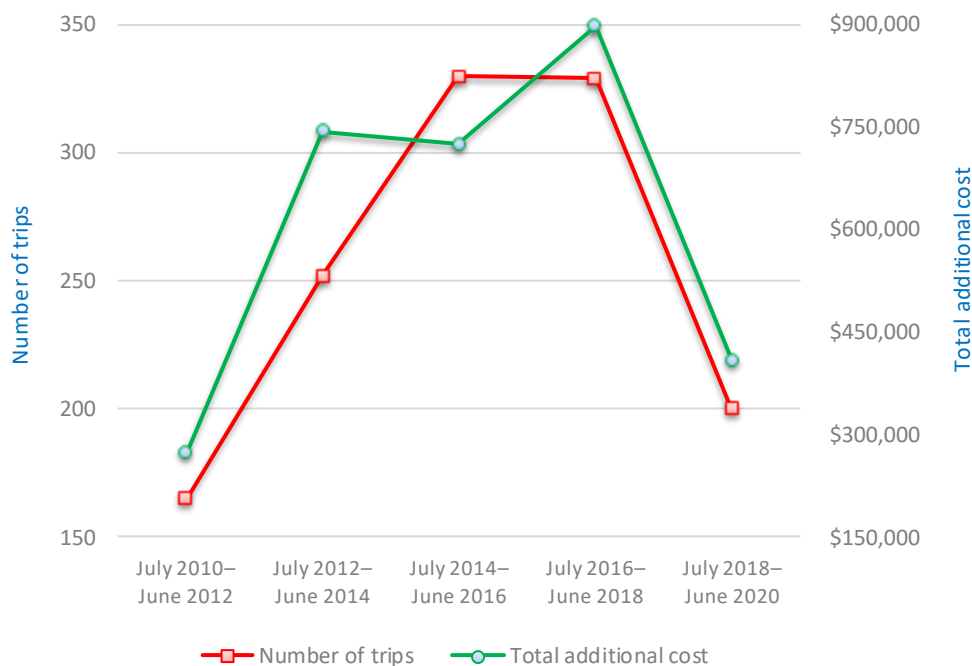
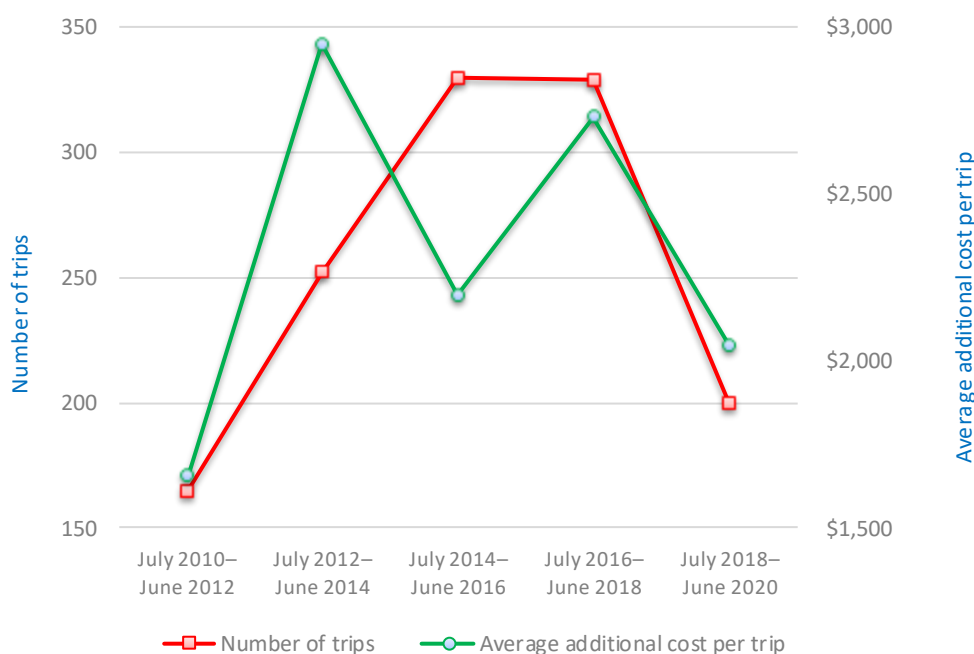


Figure X
Exceptions approved for the United Nations-affiliated entities: trend analysis of the number of trips and average additional cost per trip



V. Updated information on air travel activities

23. In his previous reports ([A/71/741](#), [A/71/741/Corr.1](#), [A/72/716](#) and [A/73/705](#)), the Secretary-General presented to the General Assembly updated information, trends and analysis on air travel activities across the Secretariat.

24. The provision of that information was made possible by, and was based on, data from the Umoja travel module that had been extracted through the business intelligence module and reflected the types and categories of travel as defined in Umoja.

25. As noted in the previous report of the Secretary-General ([A/73/705](#), para. 25), on 15 June 2018, the last category of United Nations travellers, namely personnel other than internationally recruited staff serving at peacekeeping missions (e.g., locally recruited staff, uniformed personnel, United Nations Volunteers and individual contractors), was brought into the scope of the Umoja travel module. Accordingly, the present report is the first in which the travel activities of such travellers are incorporated significantly.

26. Overall commercial air travel volumes now reflect such additional activity, given that all United Nations travellers in the Secretariat are administered in one common enterprise management system, under a single process.

Travel volume, frequency and purpose

27. Table 7 provides an overview of the number of trips by commercial aircraft purchased by the United Nations, organized by Umoja travel category.

Table 7
Commercial air travel volume by Umoja travel category, 1 July 2018–30 June 2020

(Number of trips)

<i>Travel category</i>	<i>July–December 2018</i>	<i>January–June 2019</i>	<i>July–December 2019</i>	<i>January–June 2020</i>	<i>Total</i>
Official travel	54 553	52 832	59 000	16 829	183 214
Entitlement travel	427	168	331	146	1 072
Human resources travel	2 501	2 469	2 638	1 378	8 986
Uniformed personnel travel	6 388	7 309	6 120	3 367	23 184
Total	63 869	62 778	68 089	21 720	216 456

28. Overall air travel volumes increased slightly (3 per cent) during the entire reporting period, compared with that of the previous reporting period, as a result of the inclusion of the additional travel volumes of personnel other than internationally recruited staff serving in peacekeeping missions, which are now processed in Umoja. However, it is clear that the travel restrictions imposed as a result of the COVID-19 pandemic in early 2020 significantly affected travel volumes in the first half of 2020. The number of trips during the period from January to June 2020 was down approximately 65 per cent overall, compared with the same period in 2019.

Class of air travel

29. Table 8 provides an overview of the number of trips by commercial aircraft purchased by the United Nations, by standard of accommodation.

Table 8
Commercial air travel volume by standard of accommodation, 1 July 2018–30 June 2020

(Number of trips)

<i>Standard of accommodation</i>	<i>July–December 2018</i>	<i>January–June 2019</i>	<i>July–December 2019</i>	<i>January–June 2020</i>	<i>Total</i>	<i>Percentage</i>
Economy class	56 983	54 761	60 856	19 106	191 706	89
Business class	6 242	7 346	6 485	2 273	22 346	10
First class	3	4	5	3	15	–
Multiple classes of service (including first-class travel)	11	6	8	4	29	–
Multiple classes of service (not including first-class travel)	630	661	735	334	2 360	1
Total	63 869	62 778	68 089	21 720	216 456	100

Voluntary downgrades

30. The Secretariat includes a provision in its official travel policy to encourage voluntary downgrades by providing premium economy cabins or premium seats if a staff member voluntarily downgrades.

31. During the period from 1 July 2018 to 30 June 2020, a total of 3,145 trips were requested in Umoja with a voluntary downgrade, representing 11.3 per cent of all eligible trips by commercial aircraft purchased by the United Nations. In order to provide more accurate and enhanced reporting on cost savings attributed to voluntary downgrades, in August 2019 the Secretariat deployed an enhancement to the Umoja

travel module that allowed for the recording of the actual cost difference at the time of trip approval by the travel-processing office.

32. Based on the actual cost savings per ticket recorded in Umoja since the deployment of the enhancement, the savings for the period from 1 July 2018 to 30 June 2020 are estimated at \$5,036,299.

Travel cost

33. A breakdown of the travel cost by Umoja travel category is presented in table 9. The figures provided include all modes of travel, including non-commercial aircraft, such as United Nations aircraft, train and motor vehicle, among others. The figures are extracted from the Umoja financial module, which does not contain data on modes of travel that would allow for the isolation of trips by commercial aircraft.

Table 9

Travel cost by Umoja travel category, 1 July 2018–30 June 2020

(Thousands of United States dollars)

Travel category	July–December 2018			January–December 2019			January–June 2020		
	Ticket	Other	Total	Ticket	Other	Total	Ticket	Other	Total
Official travel	72 200	86 086	158 286	146 861	173 278	320 138	23 747	30 245	53 993
Entitlement travel	968	23 726	24 693	1 084	38 353	39 437	282	5 038	5 320
Human resources travel	5 824	1 103	6 926	10 564	1 906	12 469	3 315	725	4 041
Uniformed personnel travel	5 798	323	6 121	12 754	862	13 616	3 063	261	3 324
Total	84 790	111 238	196 026	171 263	214 399	385 660	30 407	36 269	66 678

34. Costs are broken down into ticket costs and other costs. Other costs include all non-ticket expenses, such as daily subsistence allowance and terminal expenses.

Adherence to the advance purchase policy

35. The Secretariat continues its efforts to further strengthen adherence to the advance purchase policy. In the previous report of the Secretary-General (A/73/705, para. 32), the implementation of an online management dashboard that provided an improved, visually illustrative presentation of advance purchase statistics was noted. In addition, under the new delegation of authority framework established in January 2019, the Business Transformation and Accountability Division of the Department of Management Strategy, Policy and Compliance has produced quarterly key performance indicator reports for all Secretariat entities, including an indicator on the advance purchase policy. Those tools have helped Secretariat entities to monitor and analyse their performance against the advance purchase policy and to identify instances in which the policy has not been followed.

36. Table 10 provides an overview of the number of trips by commercial aircraft purchased by the United Nations, by travel category and adherence to the advance purchase policy. It indicates the average number of days in advance that the trips were submitted for approval and the average number of days taken to approve the trips.

Table 10
Advance purchase policy adherence, by travel category, 1 July 2018–30 June 2020

<i>Travel category</i>	<i>Number of trips</i>	<i>Adherence (percentage)</i>	<i>Average time (days)^a</i>			
			<i>Submission</i>	<i>Human resources partner</i>	<i>Travel and shipment approver</i>	<i>Travel-processing office</i>
Official travel	183 214	37	16.4	N/A	1.9	1.2
Entitlement travel	1 072	48	21.5	10.4	3.1	3.0
Human resources travel	8 986	37	18.1	3.6	1.7	1.4
Uniformed personnel travel	23 184	46	21.0	N/A	1.6	4.6
Total (weighted average)	216 456	38	17.0	N/A	1.9	1.4

Abbreviation: N/A, not applicable.

^a All average times presented in the overall “Total” row are weighted to take account of the number of trips made in each travel category. Weighted averages are used to account for the large variance in the travel volumes associated with each travel category and the difference in workflow steps for entitlement and human resources travel (i.e., the inclusion of a human resources partner approval step).

37. Overall, 38 per cent of travel adhered to the advance purchase policy, continuing the upward trend of the previous biennium, which showed a 33 per cent overall rate of adherence to the policy. The positive trend is attributable to the actions of the Secretary-General through the increased availability of monitoring information as noted above and by enhancements to the Umoja travel solution that have reduced the approval times of certifying officers (travel/shipment approvers).

38. The near cessation of travel owing to restrictions imposed by the spread of the COVID-19 pandemic has made it very difficult to predict trends of compliance. The first half of 2020 saw a 65 per cent decrease in travel requests, compared with the same period in the previous year.

39. While the impact of the COVID-19 pandemic on the travel statistics is noted, a continued positive trend in the submission of travel requests is observed (with the average submission being received earlier, at 17 days, up from the previous 16.2 days in advance of the trip start date). Given that the target for submission of travel requests by the traveller/travel administrator is 21 days in advance of the travel, there is still room for improvement, in particular given that the average in the “official travel” category, which represents 85 per cent of the total volume, is 16.4 days.

40. Within the approval stages of the process, the five-day maximum for the total of all stages is currently satisfied only within the “official travel” category. Within those stages, there is a need for improvement in the turnaround of the human resources partner, given the average of 3.6 days in the “human resources travel” category and 10.4 days in “entitlement travel”, while travel-processing offices average 4.6 days in the category “uniformed personnel travel”.

41. Table 11 provides an overview of the justification for late submission (i.e., less than 21 days in advance of the travel start date) for the two-year period from 1 July 2018 to 30 June 2020, broken down by travel category and standard reason for non-compliance.

Table 11
Late submission justification by travel category and stated reason, 1 July 2018–30 June 2020
 (Percentage)

<i>Justification for late submission</i>	<i>Official travel</i>	<i>Entitlement travel</i>	<i>Human resources travel</i>	<i>Uniformed personnel travel</i>	<i>Total</i>
Delays in approval processing	3	17	9	11	4
Amendment, no ticket cost impact	–	–	–	–	–
Amendment, ticket cost impact	–	–	–	–	–
Delayed confirmation by traveller	12	2	3	1	10
Exigency of service/operational circumstance	4	9	14	53	9
Late event planning	28	11	21	15	26
Late nomination of traveller	20	1	2	1	17
Other	23	37	27	9	22
Related to COVID-19 outbreak	–	17	1	–	–
Trip budget/funding issue	6	3	3	2	5
Visa/travel document delay	4	2	19	8	5

42. The three main reasons for non-adherence to the advance purchase policy continue to be “late event planning” (26 per cent), “late nomination of traveller” (17 per cent) and “other” (22 per cent).

43. With regard to the categories “late event planning” and “late nomination of traveller”, it is expected that increased awareness of the importance of advance purchase policy adherence, as well as the availability of analytical tools for optimizing performance, will further improve compliance. With regard to external events, the Secretariat continues to rely on its stakeholders to plan events in a timely manner, thereby allowing the Organization to optimize travel cost savings.

44. In recognition of the fact that “other” may not always be selected properly, an analysis cited in the previous report of the Secretary-General (A/73/705, para. 43) included reporting under the “other” category. The determination was that many of the entries would have been more appropriately placed in one of the other categories shown in table 11. In an action taken to address the incorrect selection of “other”, in April 2019, the Travel and Transportation Section of the Department of Operational Support added a pop-up notification within the Umoja travel solution that asks the traveller to confirm that the justification provided is not one of the standard reason codes.

Use of alternative methods for mandate implementation

45. The General Assembly, in its resolution 72/262 B, reiterated its request to the Secretary-General to hold managers accountable for the judicious use of travel resources, in particular by encouraging the use of alternative methods of communication and representation.

46. Table 12 provides an overview of the number of videoconferences organized by the Broadcast and Conference Support Section at Headquarters over the previous five years. The use of videoconferencing remained at similar levels from 2015 to 2018, but doubled in 2019, which demonstrates the increased use of the tool.

Table 12
Use of videoconferencing by the Broadcast and Conference Support Section at Headquarters, 2015–2019

(Number of videoconferences)

2015	2016	2017	2018	2019
4 219	4 645	4 385	4 074	9 506

47. In addition to videoconferencing, the Organization employs other technologies, such as electronic communication platforms (Microsoft Teams and Skype for Business), that are now widely used globally and can be considered alternatives to travel in some cases. During the COVID-19 pandemic, such platforms have become the main means of communication within the Organization globally.

Procurement process for air travel management services

48. The Secretariat has pursued a category management strategy for the procurement of air travel management services, through which the existing market and industry best practices have been examined comprehensively and ways in which the Secretariat can adapt its approach to ensure better value for money and greater consistency have been studied. The conclusions of those exercises were that the United Nations should adopt a regional approach to sourcing that accommodates potential for local discounts and arrangements while attempting to take advantage of economies of scale at the regional level. The regional approach would allow for adaptation to local market conditions and variations while ensuring that volumes are substantial enough to benefit from better rates from travel management companies, as well as increasing the possibility of negotiating airline discounts. In addition, in category management for air travel, it is proposed that a more standard approach to defining the services be used across the Secretariat to ensure similar levels of service provision, regardless of duty station. As part of that process, a statement of requirements has been developed to ensure that procurement processes are in accordance with the following United Nations procurement principles: (a) best value for money; (b) fairness, integrity and transparency; (c) effective international competition; and (d) the interests of the United Nations.

VI. Use of frequent flyer miles

49. In section I, paragraph 8, of its resolution [72/262 B](#), the General Assembly requested the Secretary-General to continue to monitor industry best practices in the area of frequent flyer miles and to report to the Assembly on any new trends for making use of frequent flyer miles to improve the administration of travel.

50. Reference is made to earlier updates on the topic, in particular the comprehensive study performed by an independent travel consultant in 2012 ([A/66/676](#), sect. IV), as well as the industry benchmarking update on the topic ([A/71/741](#) and [A/71/741/Corr.1](#), sect. V, and [A/73/705](#), sect. VI).

51. In order to inform the General Assembly of any possible new trends with regard to frequent flyer miles, the Secretariat collected information in August 2020 on the

topic from members of the two travel networks with which it participates for travel management benchmarking activities.¹

52. The most recent benchmarking exercise reconfirms previous conclusions from prior industry benchmarking exercises that managing a corporate frequent flyer mile programme is uneconomical, as the costs of managing such a programme more than outweigh any associated benefits. Negotiated airline agreements providing upfront discounts on market airfares continue to be preferred to corporate frequent flyer mile programmes by the larger private and public sector organizations comparable in size to the Secretariat.

53. Consistent with previous recommendations, the Secretariat continues to negotiate discount agreements with airlines for higher discounts in lieu of frequent flyer miles. The United Nations Headquarters currently has 47 airline discount agreements in place, including 11 global airline discount agreements which are for use across the Secretariat and affiliated agencies. At Headquarters, the corporate discount agreements have generated savings of over \$13.6 million over the two-year reporting period.

VII. Lump-sum option

54. In its resolution [67/254 A](#), the General Assembly decided that the Secretary-General should, as an interim measure, revise the provision for determining the lump-sum payment to 70 per cent of the least restrictive economy class fare and requested the Secretary-General to conduct an analysis of the impact of the implementation of the revised provision and to make further proposals. Analysis of the impact of the interim measure has since been included in previous reports of the Secretary-General ([A/69/643](#), [A/69/643/Corr.1](#), [A/71/741](#), [A/71/741/Corr.1](#), [A/72/716](#) and [A/73/705](#)).

55. The preliminary outcome based on travel data available after the deployment of Umoja for January to August 2016 was included in the report of the Secretary-General ([A/71/741](#), para. 86). The analysis showed that the rate of acceptance of the lump-sum payment option had decreased, from 93 per cent cited in the report of the Advisory Committee on Administrative and Budgetary Questions ([A/69/787](#), para. 21) to 74 per cent since the implementation of the interim measure on 12 August 2013. The decreasing trend was attributed to two main factors: (a) the reduction from the previous 75 per cent to 70 per cent of the least restrictive economy class fare,

¹ The Secretariat continues to monitor best practices across all areas of travel, including through participation in two travel management networks: the Inter-Agency Travel Network and the Travel Services Benchmark Network. The Inter-Agency Travel Network is a technical working group composed of travel managers from 75 international organizations, including the Food and Agriculture Organization of the United Nations, the Inter-American Development Bank, the International Atomic Energy Agency, the International Civil Aviation Organization, the International Criminal Court, the International Fund for Agricultural Development, the International Labour Organization, the International Monetary Fund, the International Criminal Police Organization, the North Atlantic Treaty Organization, the Organization for Economic Cooperation and Development, the Organization for Security and Cooperation in Europe, the Joint United Nations Programme on HIV/AIDS, the United Nations Development Programme, the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the secretariat of the United Nations Framework Convention on Climate Change, the United Nations Children's Fund, the United Nations Industrial Development Organization, the World Food Programme, the World Health Organization, the World Intellectual Property Organization, the World Bank and the United Nations Secretariat. The Travel Services Benchmark Network is an industry group composed of travel managers from 15 organizations (almost exclusively from the private sector), including ABB, Allstate, Boeing, Dell, Johnson & Johnson, Merck, Microsoft, RELX, Siemens, United Technologies Corporation, Dow, Honeywell, Rio Tinto, the World Bank and the United Nations Secretariat.

making the lump-sum payment option less attractive to staff; and (b) the elimination of travel days for staff opting for the lump sum.

56. The previous report of the Secretary-General included an analysis of Umoja home leave travel data for the period from July 2016 to June 2018 ([A/73/705](#), para. 61). On the basis of data covering the full two-year cycle of home leave entitlement, it was determined that 78 per cent of staff had opted for lump-sum payments.

57. The present report includes an analysis of Umoja home leave travel data for the period from July 2018 to June 2020. On the basis of data covering the full two-year cycle of home leave entitlement, it was determined that 89 per cent of staff had opted for lump-sum payments, hence an increase of 11 percentage points of the lump-sum uptake, compared with that of the previous reporting period. Although the lump-sum uptake has been increasing since the reintroduction of travel days on 1 May 2018, it still remains lower than the level of acceptance before the implementation of the interim measure. It should also be noted that the lump-sum uptake decreased by 7.4 percentage points during the second quarter of 2020, compared with the same period in 2019, and is 7.2 percentage points lower than that of the entire period from July 2018 to June 2020. The COVID-19 pandemic and related travel disruptions are likely to have influenced the decision of staff members to opt for an Organization-purchased ticket instead of the lump sum.

58. Additional analysis was conducted to determine the impact of the reinstatement of travel days with respect to home leave. Travel data for the period from January 2018 to June 2020 – that is, before and after the implementation date of the change – were compared. During the period from January to April 2018, before the reintroduction of travel days, the rate of acceptance of lump-sum payment for home leave was 77.8 per cent. In contrast, during the period from May to August 2018, 90 per cent of staff opted for lump-sum payments, compared with 90.4 per cent during the period from May 2018 to June 2020. It may therefore be inferred that the increase in the lump-sum uptake was primarily a result of the reinstatement of travel days associated with the lump-sum option, which further incentivized staff to opt for the lump-sum payment for home leave.

59. A review of internal policies of other organizations of the United Nations common system with respect to home leave travel, which was cited in the previous report of the Secretary-General ([A/73/705](#), para. 63), was conducted again in cooperation with the Human Resources Network of the United Nations System Chief Executives Board for Coordination in August 2020. The findings confirmed the following:

(a) Only two organizations did not offer a lump-sum payment;

(b) The base fare used for calculating the lump sum varied among the organizations; however, the vast majority quoted either unrestricted/least restrictive or full-economy fare.

60. Three organizations have developed a new model, under which the lump sums are calculated on an annual basis and fixed for the following year, while the majority of the organizations calculate the lump sum for every travel request.

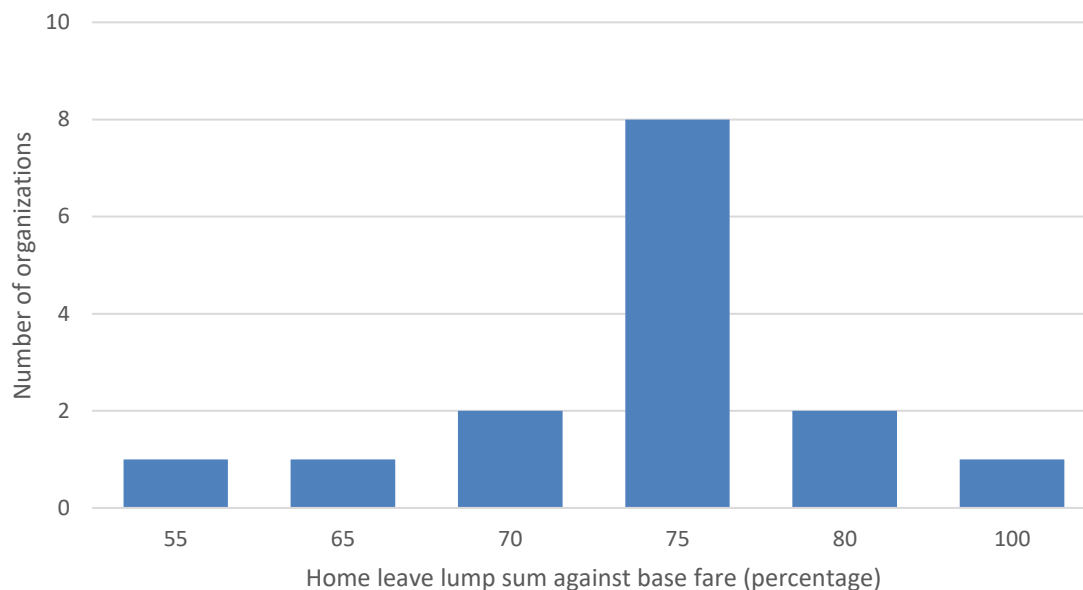
61. The Secretariat's current use of the least restrictive economy class ticket as its basis for the calculation of the lump sum aligns with the vast majority of other common system organizations.

62. With respect to the percentage of the base fare quoted by the organizations to determine a lump-sum payment rate, figure XI provides a summary of the distribution among the 15 organizations that offered both the option of lump-sum payment and

that of payment of actual travel expenses (i.e., purchase of the ticket by the Organization, and terminal and baggage expenses).

Figure XI

Distribution of the home leave lump-sum payment rate across the common system organizations



63. Data were received from 19 organizations across the common system on their lump-sum option for home leave. The reported information showed that 2 organizations did not offer a lump-sum option for home leave but paid only the actual travel expenses, 2 organizations offered only a lump-sum option, while 15 organizations offered lump-sum payments as an option in lieu of actual travel expenses. Of the 17 organizations offering a lump-sum option, all reported on their percentages of the airline ticket cost, used to calculate the lump-sum option payable. Some organizations reported their uptake of the home leave lump-sum option as follows:

(a) Four organizations reported an average lump-sum uptake of 97.5 per cent during the period from 1 July 2018 to 30 June 2020;

(b) Two organizations reported an average lump-sum uptake of 68 per cent between 2018 and 2020;

(c) Three organizations reported lump-sum uptake before and after the start of the COVID-19 pandemic showing an average of 80.3 per cent before the start of the pandemic and 56.7 per cent after, showing a decrease in the lump-sum uptake after the start of the pandemic.

64. Of the organizations that allowed lump-sum payment for home leave travel, all but one reported that they also offered travel days to staff members who opted for the lump-sum payment. The maximum number of travel days varied among the organizations, ranging up to four days, compared with a maximum of two days in the Secretariat. In this regard, the discontinuation of part of the interim measure in May 2018, which had eliminated travel days associated with the lump-sum option, brought the Secretariat's policy back in alignment with the policies of other common system organizations.

65. As indicated in previous reports of the Secretary-General, the lump-sum option generates a cost reduction of 21 per cent per traveller, on average, compared with the total cost of payment of actual travel expenses. The administrative overhead for the

lump-sum option is also reduced, as it does not require the involvement of an external travel agency. Since the interim measure was introduced, in 2013, the acceptance rate for the lump-sum option remained below the 93 per cent level recorded prior to 2013. However, the reinstatement of travel days associated with the lump-sum option appears to have had a positive impact on the acceptance rate.

66. In order to further improve the effectiveness and efficiency of travel management in the Secretariat and to incentivize greater use of the lump-sum option, the Secretary-General proposes to discontinue the interim measure of determining the lump-sum payment at 70 per cent of the least restrictive economy ticket and reverting to 75 per cent, for the following reasons:

- (a) The lump-sum option is cost effective as explained in paragraph 65 above;
- (b) The lump-sum uptake still remains below the level reached before the implementation of the interim measure seven years ago;
- (c) The current level of reimbursement for calculating the lump-sum payment (i.e., 70 per cent of the least restrictive economy class fare) is lower than that offered by most of the other United Nations common system organizations (see figure XI);
- (d) Reinstating the 75 per cent would ensure greater harmonization of the implementation of benefits and allowances set by the International Civil Service Commission.

VIII. Single threshold for the use of business class by staff below the level of Assistant Secretary-General (and eligible family members)

67. The General Assembly, in its resolution [72/262 B](#), requested the Secretary-General to include, in his report to the Assembly at its seventy-third session, an analysis and recommendations concerning a single threshold for the use of business class by staff below the level of Assistant Secretary-General (and eligible family members) that should, in most years, be expected to maximize the use of limited travel budgets. Responding to this request, in his previous report ([A/73/705](#)), the Secretary-General submitted a detailed proposal to replace the existing dual threshold and simplify a key aspect of the official travel policy, thereby supporting a more efficient administration of travel processes in the Secretariat, which could facilitate the greater use of online booking tools.

68. The main challenges inherent in the current travel policy, outlined in previous reports of the Secretary-General ([A/72/716](#), sect. III, and [A/73/705](#), sect. VIII), lead to less efficient travel administration and limit opportunities for streamlining and automation. They include preventing greater use of online booking tools that have become a standard platform in the travel industry to meet client needs.

69. Specifically, the existing dual threshold (9 hours direct flights/11 hours indirect flights), with its consideration of a maximum of two hours of connection time for the determination of the standard of accommodation, results in a labour-intensive process, given that those provisions are not supported by airline ticketing systems or online booking tools, necessitating manual adjustments by travel unit staff and contracted travel agencies to otherwise readily available flight data.

70. The prerequisite for a more efficient travel process, facilitated by greater use of online booking tools, is therefore the simplification of aspects of the travel policy by replacing the existing dual threshold and the consideration of a maximum of two hours of connection time with a single threshold model.

Scope

71. A summary of the standards of accommodation applicable to types of United Nations travellers and categories of United Nations travel is provided in annex XVI.

72. The above-mentioned challenges, and the single threshold proposal outlined below, apply only to staff below the level of Assistant Secretary-General (and eligible family members) when conducting official travel (with some exceptions) or human resources travel (i.e., appointment, assignment and separation).

73. It does not apply to staff below the level of Assistant Secretary-General (and eligible family members) on official travel for, inter alia, training, medical, security evacuation or entitlement travel (e.g., home leave and family visit). Those types of travel are always conducted in economy class, regardless of flight duration.

74. It does not apply to travel of other authorized United Nations travellers who are not staff members, who also always travel in economy class, regardless of flight duration (with the exception of travel of members of organs and/or subsidiary organs, committees, councils and commissions of the United Nations).

75. It does not apply to travel of the Secretary-General and the President of the General Assembly, who may travel in first class regardless of flight duration, nor does it apply to travel of the Deputy Secretary-General, the Under-Secretaries-General and the Assistant Secretaries-General (and eligible family members), who may travel in business class regardless of flight duration.

76. Currently, official travel (with some exceptions) of staff below the Assistant Secretary-General level (and eligible family members) and human resources travel are conducted in business class only if the travel time, which is the sum of actual flight time and actual stopover time (the latter capped at 2 hours maximum, in case it exceeds 2 hours), is above the dual threshold (9 hours direct/11 hours indirect). Otherwise, such travel is also conducted in economy class.

77. Travel subject to the current dual threshold, including travel in business and economy class, accounts for approximately 29 per cent of the total travel; economy class remains the predominant standard of accommodation for air travel purchased by the United Nations. As shown in table 8, business class travel represented just 10 per cent of the total volume of travel by commercial aircraft for the period from July 2018 to June 2020.

Proposal

78. With that scope in mind, it is proposed that a single threshold methodology, based on total flight time, be implemented for the use of business class by staff below the level of Assistant Secretary-General (and eligible family members) when conducting official travel (with the exception of travel on, inter alia, training and medical and security evacuations) or human resources travel.

79. The single threshold would replace the current dual threshold of 9 hours (direct flights)/11 hours (indirect flights). Staff members (per the scope defined above) requiring travel time below the single threshold (direct or indirect flights) would travel in economy class; staff members (per the scope defined above) requiring travel time above the single threshold (direct or indirect flights) would travel in business class.

80. Under the single threshold proposal, the definition of travel time would also be modified from that reflected in the current policy, which would also improve upon the proposal put forth in the previous report of the Secretary-General (A/73/705, paras. 80–85). It is proposed that total flight time be calculated by combining the flying time of all legs of a journey to a given destination based on the published flight

schedules of the available flights in the global distribution system at the time of ticketing. Stopover/connection times would not be included in the calculation, nor would travel times to and from airports at origin and destination.

81. The proposed change ensures compatibility with online booking tools that cannot support the artificial two-hour cap in current policy and, therefore, results in more efficient and accurate travel administration. Moreover, compared with the previous proposal, a total flight time basis of calculation helps to mitigate situations in which an indirect journey with relatively short actual flight times may have an unusually long stopover/connection time, which could otherwise result in the trip being ticketed in business class.

82. The single threshold is recommended to be set at 9.5 hours (i.e., total flying hours must exceed 9.5 hours to qualify for a business class standard of accommodation). As indicated in the summary of the data model analysis in para. 91 below (derived from four years of historical travel patterns and costs in the Secretariat), that threshold level not only represents an approach that simplifies the official travel policy and realizes process efficiencies, it is also expected to maximize the use of limited travel budgets in most years, given that the estimated impact would be a reduction in both the overall volume of business class flights and ticket costs. The threshold level also retains the Secretariat's relatively strict policy on travelling in business class, compared with other international organizations.

Benefits

83. The proposed single threshold model is far easier to implement in practice, since it would no longer require manual corrections to readily available flight data, thus allowing for much faster and accurate processing of travel requests. The proposal would comply with online booking tools, thereby supporting the Secretariat's goal to further streamline and automate the travel process to the extent possible.

84. Among the key benefits that could be realized through the implementation of a single threshold policy approach are the following:

(a) A simplified methodology will facilitate the travel approval process, thereby increasing compliance with the advance purchase policy and generating further savings opportunities;

(b) Travellers would have a better understanding of the official travel policy, thereby improving compliance through transparency;

(c) Automation can more easily be applied through online booking tools and within travel management companies. This increases the possibility of achieving greater online adoption, leading to a reduction in processing and trip costs;

(d) The Umoja trip request and approval process could be streamlined, thereby reducing time spent by travellers, approvers and travel processors and providing for a more expedited overall end-to-end process (i.e., from initial request to approval to purchase). Moreover, such streamlining would allow travel-processing staff to focus on higher-value activities, such as auditing, vendor management and ensuring data accuracy and traveller safety, rather than manual work to calculate standards of accommodation.

Benchmarking

85. In terms of policy benchmarking of business class thresholds, the Secretariat collected responses from a total of 22 Inter-Agency Travel Network organizations in August 2020, which indicated that the average threshold for the public sector

organizations for business class travel was 8.3 hours' travel time, with the minimum being 4 hours and the maximum being 10 hours for those that replied.

86. In addition, based on an externally conducted review of other travel policies, apart from the United Nations Common System, no other policies use a dual-threshold criterion for the determination of business class eligibility. The application of the dual threshold was deemed in the review to be complex and confusing for travellers, travel planners, processors and travel agents.

87. Moreover, flight time-based measurements were noted as the most prevalent basis among the 81 policies that were reviewed, with an average minimum segment measurement of 6.2 hours (with 3 hours being the lowest and 14 hours being the highest).

Data analysis

88. In order to analyse the effect of the proposed single threshold, the data analysis model that was used to support the previous proposal in (A/73/705, paras. 86–88) was updated, revised and enhanced for the current proposal. The internal Umoja business intelligence data set has been expanded significantly and now covers a full four years (July 2016 to June 2020) of historical data, an increase from two years in the previous report, and the number of trips under analysis has been enlarged to 79,331, an increase from 13,412 trips in the previous report, representing over 63 per cent of the total eligible trips.

89. The figures presented below have been modelled using a combination of internal Umoja business intelligence data (to determine the Secretariat's travel patterns over the past four years) and external data obtained from travel management companies, as well as published airline flight scheduling information. The external data were used to complement and enrich the internal trip statistics with actual flight time data, which is not captured in Umoja.

90. Table 13 provides an overview of various total flight time single thresholds (in hours) and their respective impact on the number of trips in economy and business class and overall ticket expenditure when applied to the data set in the analysis model.

Table 13
Single threshold (total flight time) alternatives

(Number of trips/percentage)

Standard	Under current dual threshold policy ^a	Under a single threshold				
		9 hours	9.5 hours	10 hours	10.5 hours	11 hours
Business class	16 314	17 052	15 814	14 738	13 798	12 271
Economy class	63 017	62 279	63 517	64 593	65 533	67 060
Total	79 331	79 331	79 331	79 331	79 331	79 331
Business class trips net impact		4.5	(3.1)	(9.7)	(15.4)	(24.8)
Overall ticket expenditure net impact		1.5	(0.4)	(2.0)	(3.6)	(6.9)

^a Derived from travel data for the period from July 2016 to June 2020.

91. In analysing the results of the data model, it is estimated that, at 9.5 hours, there would have been an overall reduction of 3.1 per cent in trips flown in business class and a savings of 0.4 per cent in overall ticket expenditures, had the single threshold policy based on total flight time been in place over the four-year period of the data set. The Secretariat would have benefited from the process efficiency gains and begun

to streamline and enhance the travel administration process with a view to making it more efficient.

92. It should be noted that overall projected travel expenditures are governed, and approved, separately as part of entities' budgets.

93. The analyses above, which considered the volume of trips by standard of accommodation and overall ticket expenditures, confirms that entities would have been able to conduct at least the same amount of travel within their given travel budgets, had the single threshold replaced the current dual threshold during the period in question.

94. Accordingly, since a single threshold methodology based on total flight time of over 9.5 hours allows entities to maximize the use of limited travel budgets in most years, while still achieving process efficiencies and simplification, the Secretary-General proposes to set the single threshold at 9.5 hours (i.e., total flying hours must exceed 9.5 hours to qualify for a business class standard of accommodation) as an appropriate level for the single threshold.

95. Pursuant to General Assembly resolution [67/254 A](#), the current administrative instruction on official travel was promulgated in 2013. As noted in paragraphs 67 to 70 above, in the light of the experience gained since, it has become apparent that the process for determining the standards of accommodation for air travel is less than optimal. At present, determination of the appropriate standard of accommodation for each traveller is complex, requiring manual calculations by travel units and by contracted travel management companies. Applying the provisions of resolution [67/254 A](#) is not supported by airline ticketing systems or online booking tools. Thus, it is not possible to use readily available flight data from global distribution systems to determine the appropriate standard of accommodation. Instead, it is necessary to make manual adjustments to such data in order to book trips in compliance with the current travel policy. The requirement for manual calculations negatively affects the efficiency of the overall travel process and prevents further automation of United Nations travel processes, including the use of, and integration with, the online booking tools used in the travel industry.

96. On the basis of those lessons learned, and in the context of his report on shifting the management paradigm in the United Nations: ensuring a better future for all ([A/72/492](#)), the Secretary-General proposes to further simplify and improve the existing Secretariat travel policy by implementing a revised model for determining the standard of accommodation for business class travel for staff below the level of Assistant Secretary-General based on a single threshold calculated on the basis of total flight time.

IX. Actions to be taken by the General Assembly

97. **The General Assembly is requested to do the following:**

(a) **Discontinue the remaining part of the interim measure (i.e., determining the lump-sum payment at 70 per cent of the least restrictive economy ticket) and revert to the normal 75 per cent for the lump-sum option;**

(b) **Adopt a single threshold model for official travel of staff below the level of Assistant Secretary-General (and eligible family members) for select travel categories;**

(c) **Establish that the standard of accommodation for air travel will be business class if the total flight time (consisting of the combined flying time of all legs of the journey to a given destination) is over 9.5 hours.**

Annex I

Exceptions authorized owing to the prominence of the travellers, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Department of Economic and Social Affairs		
1. Attorney General and Minister of Justice, Sierra Leone	Freetown/Rome/Freetown	1 312
2. Attorney General, Afghanistan	Kabul/Rome	440
3. Chair, Committee on the Elimination of Discrimination against Women	Accra/Rome/Accra	848
4. Chair, High-level Experts and Leaders Panel on Water and Disasters	Seoul/New York/Seoul	3 500
5. Chairman, National Institute of Financial Research, Tsinghua University	Beijing/Shenzhen/Beijing	1 115
6. Chairperson, Afghanistan Independent Human Rights Commission	Kabul/Rome/Kabul	1 144
7. Chief Justice and President of the Supreme Court, Kenya	London/Rome/London	838
8. Co-Chair, International Resource Panel, United Nations Environment Programme (UNEP)	Rio de Janeiro/New York/Rio de Janeiro	2 792
9. Co-Chair, International Resource Panel, UNEP	Beijing/Hainan/Rio de Janeiro	5 623
10. Deputy Minister, Ministry of Women Empowerment and Child Protection, Indonesia	Jakarta/Rome/Jakarta	2 750
11. Deputy Prime Minister and Minister of Finance and Economic Development, Tuvalu	Funafuti/New York/Funafuti	5 834
12. Deputy Prime Minister, Samoa	Apia/New York/Apia	3 512
13. Distinguished Fellow, Centre for Policy Dialogue, Bangladesh	Dhaka/Geneva/Dhaka	1 700
14. Distinguished Fellow, Centre for Policy Dialogue, Bangladesh	Dhaka/New York/Dhaka	3 768
15. Executive Deputy Chief Director, China National Engineering Research Centre	Fuzhou/Antananarivo/Fuzhou	1 525
16. Executive Deputy Chief Director, China National Engineering Research Centre	Fuzhou/New York/Fuzhou	2 039
17. Former Minister of Energy and the Environment, Barbados	Bridgetown/New York/Bridgetown	1 658
18. Former Minister of Public Administration, South Africa	New York/Johannesburg/New York	3 891
19. General Secretary, Secretariat of the Group of Seven Plus	Lisbon/Rome/Lisbon	548
20. Governor and Chairperson of the Board, Central Bank of Samoa	Apia/New York/Apia	6 490
21. Head of Center for Advanced Economic Studies, Belgrade	Belgrade/New York/Belgrade	2 147
22. Head of the Mission to the European Union and Ambassador to Belgium and Luxembourg, Mexico	Brussels/New York/Brussels	5 943
23. Head of Center for Advanced Economic Studies, Belgrade	Belgrade/Shenzhen/Belgrade	567
24. Independent expert and former adviser to the President of Turkey	Istanbul/New York/Istanbul	2 930
25. Member, Board of Directors, Central Bank of Colombia; Chair, Committee for Development Policy, Economic and Social Council	Bogotá/New York/Bogotá	583
26. Member, High-level Advisory Board on Economic and Social Affairs	Rio de Janeiro/Geneva/Rio de Janeiro	920
27. Member, High-level Advisory Board on Economic and Social Affairs	Bogotá/Geneva/Tokyo	2 014
28. Member, High-level Advisory Board on Economic and Social Affairs	Berlin/Geneva/Konstanz	209
29. Member, High-level Advisory Board on Economic and Social Affairs	Belgrade/Geneva/Belgrade	467
30. Former Minister of Finance, Planning and Public Administration, Cabo Verde; Member, High-level Advisory Board on Economic and Social Affairs	Johannesburg/Geneva/Johannesburg	616

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
31. Professor of Macroeconomics, University of Cambridge; Member of the High-level Advisory Board on Economic and Social Affairs	London/Geneva/London	4 482
32. Professor, Columbia University; Member, High-level Advisory Board on Economic and Social Affairs	New York/Geneva/New York	5 156
33. Professor, School of Public Health and Tropical Medicine, Tulane University; Member, High-level Advisory Board on Economic and Social Affairs	New Orleans/Geneva/New Orleans	6 604
34. Minister of Education, Saint Lucia	Miami/Incheon/Saint Lucia	7 053
35. Minister of Finance and Economic Development, Kiribati	Tarawa/New York/Tarawa	4 518
36. Minister of Agriculture and Food Security, Lesotho	Maseru/New York/Maseru	4 521
37. Minister of Economy, Afghanistan	Kabul/New York/Kabul	2 435
38. Minister of Energy, Mongolia	Ulaanbaatar/New York/Ulaanbaatar	5 531
39. Minister of Energy, Water Resources and Irrigation, Nepal	Kathmandu/New York/Kathmandu	4 560
40. Minister of Environment, Lands and Agriculture Development, Kiribati	Tarawa/New York/Tarawa	3 443
41. Minister of Finance and the Public Service, Jamaica	Washington, D.C./New York/Kingston	341
42. Minister of Finance, Bhutan	Paro/New York/Paro	3 500
43. Minister of Finance, Uganda	Washington, D.C./New York/Kampala	2 507
44. Minister of Justice, Somalia	Mogadishu/Rome/Mogadishu	1 628
45. Minister of Local Government, Public Works and National Housing, Zimbabwe	Harare/New York/Harare	4 016
46. Minister of Natural Resources and Environment, Lao People's Democratic Republic	Vientiane/Ulaanbaatar/Vientiane	1 006
47. Minister of Physical Infrastructure and Transport, Nepal	Kathmandu/Ulaanbaatar/Kathmandu	1 164
48. Minister of Planning and International Cooperation, Yemen	Washington, D.C./New York/ Washington, D.C.	124
49. Minister of Public Works and Transport, Lao People's Democratic Republic	Vientiane/Ulaanbaatar/Vientiane	941
50. Minister of Science, Technology and Telecommunications, Costa Rica	San José/Berlin/San José	4 381
51. Minister of Water, Energy and Mines, Gabon	Libreville/New York/Libreville	1 492
52. Minister of Transportation, Afghanistan	Kabul/Hanoi/Kabul	5 179
53. Minister for Information and Communication; Member, National Assembly, Bhutan	Thimphu/Hanoi/Thimphu	384
54. Minister of Environment and Energy, Costa Rica	San José/Paramaribo/San José	834
55. Minister of Industries, Bangladesh	Dhaka/Bangkok/Dhaka	261
56. Minister of Environment, Maldives	Malé/Bangkok/Malé	884
57. Minister of Home Affairs and Rural Development, Tuvalu	Funafuti/Bangkok/Funafuti	1 795
58. Minister of Public Works and Transport, Lao People's Democratic Republic	Vientiane/Hanoi/Vientiane	235
59. Minister of Finance, Economic Planning, Sustainability Development and Information Technology, Saint Vincent and the Grenadines	Washington, D.C./New York/Argyle	1 236
60. Nobel Laureate; Professor of Structural Biology, Weizmann Institute of Science	Tel Aviv/New York/Tel Aviv	2 313
61. President, Fundación Democracia y Desarrollo, Chile	Santiago/New York/Santiago	5 292
62. Nobel Laureate; Professor of Structural Biology, Weizmann Institute of Science	Tel Aviv/Vienna/Tel Aviv	885

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
63. Professor and Honorary Dean, National School of Development, Peking University; Member, High-level Advisory Board on Economic and Social Affairs	Beijing/Shenzhen/Beijing	1 431
64. Professor, School of Public Health and Tropical Medicine, Tulane University; Member, High-level Advisory Board on Economic and Social Affairs	New Orleans/New York/New Orleans	329
65. Professor of Economics, Jawaharlal Nehru University; Member, High-level Advisory Board on Economic and Social Affairs	Geneva/New York/Geneva	2 713
66. Professor of Economics, Jawaharlal Nehru University; Member, High-level Advisory Board on Economic and Social Affairs	Shenzhen/New Delhi	592
67. Professor of Economics, Jawaharlal Nehru University; Member, High-level Advisory Board on Economic and Social Affairs	New Delhi/New York/New Delhi	3 241
68. President, German Institute for Economic Research; Member, High-level Advisory Board on Economic and Social Affairs	Berlin/Shenzhen/Berlin	1 354
69. President, German Institute for Economic Research; Member, High-level Advisory Board on Economic and Social Affairs	Berlin/New York/Berlin	4 315
70. President, German Institute for Economic Research; Member, High-level Advisory Board on Economic and Social Affairs	Berlin/New York/Berlin	3 530
71. Professor of Macroeconomics, University of Cambridge; Member, High-level Advisory Board on Economic and Social Affairs	London/New York/London	5 873
72. Professor, School of Public Health and Tropical Medicine, Tulane University; Member, High-level Advisory Board on Economic and Social Affairs	New Orleans/Shenzhen/New Orleans	4 371
73. Professor, Keio University and Toyo University; Member, High-level Advisory Board on Economic and Social Affairs	Tokyo/Shenzhen/Tokyo	1 842
74. Professor, School of Public Health and Tropical Medicine, Tulane University; Member, High-level Advisory Board on Economic and Social Affairs	New Orleans/New York/New Orleans	383
75. Secretary of Planning and Programming, Guatemala	Guatemala City/New York/Guatemala City	825
76. Secretary-General of Finance, Democratic Republic of the Congo	Kinshasa/New York/Kinshasa	4 331
77. Special Rapporteur on the right to development; former Ambassador and Permanent Observer for the League of Arab States to the United Nations	Cairo/New York/Cairo	1 919
78. Former Minister of Finance, Planning and Public Administration, Cabo Verde; Member, High-level Advisory Board on Economic and Social Affairs	Rome/New York/Rome	5 533
79. Former Minister of Finance, Planning and Public Administration, Cabo Verde; Member, High-level Advisory Board on Economic and Social Affairs	Rome/Shenzhen/Rome	2 150
80. Former Minister of Finance, Planning and Public Administration, Cabo Verde; Member, High-level Advisory Board on Economic and Social Affairs	Johannesburg/Shenzhen/Johannesburg	2 150
81. Former Minister of Finance, Planning and Public Administration, Cabo Verde; Member, High-level Advisory Board on Economic and Social Affairs	Johannesburg/New York/ Johannesburg	4 371
82. Former Minister of Finance, Planning and Public Administration, Cabo Verde; Member, High-level Advisory Board on Economic and Social Affairs	Rome/New York/Rome	5 275
83. Former Minister of Foreign Affairs and Vice-President of Guyana	Georgetown/New York/Georgetown	391
Department for General Assembly and Conference Management		
84. Ambassador of Brazil to Italy	Rome/New York/Rome	6 944
85. Former Executive Secretary, Economic Commission for Africa	New York/Addis Ababa	425
86. Former Minister of Foreign Affairs, Egypt	Cairo/New York/Cairo	5 000
87. Minister of Education, Ghana	Accra/New York/Accra	2 303
88. Minister of Environment, Egypt	Cairo/New York/Cairo	2 000

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
89. News anchor, foreign affairs specialist, British Broadcasting Corporation	London/New York/London	5 783
90. Nobel Peace Prize winner, political and human rights activist, Guatemala	Guatemala City/New York/ Guatemala City	1 007
Department of Management Strategy, Policy and Compliance		
91. Ambassador of Rwanda to Tunisia	Cairo/Tunis/Cairo	800
92. Professor, Collier School of Management; Chairman, United Nations advisory committee on internal controls	Tel Aviv/New York/Tel Aviv	2 979
93. Deputy Director General, Department of International Organizations, Thailand	Bangkok/Marrakech/Bangkok	2 148
94. Member, Advisory Board on Disarmament Matters	Boston/Geneva/Boston	1 242
Department of Political and Peacebuilding Affairs and Department of Peace Operations		
95. Ambassador (Retired), Israel	Tel Aviv/New York/Tel Aviv	1 606
96. Ambassador and President, Inter-Parliamentary Union	Mexico City/Budapest/Mexico City	5 000
97. Ambassador and former Personal Envoy of the Secretary-General for Western Sahara	Washington, D.C./Jerusalem/ Washington, D.C.	3 000
98. Ambassador and President, Inter-Parliamentary Union	Mexico City/Minsk/Mexico City	2 945
99. Chair, Bougainville Referendum Commission	Dublin/New York	580
100. Lieutenant General and team leader conducting independent review	Italy/New York/Italy	1 400
101. Lieutenant General and team leader conducting independent review	Rome/Beirut/Tel Aviv/Rome	1 768
102. Former British Ambassador and former Deputy Special Representative of the Secretary-General	London/New York/London	3 119
103. Former Ambassador of Denmark to the United Nations, former Special Representative and Head of the United Nations Mission in South Sudan	Copenhagen/Accra/Copenhagen	1 500
104. Former United Nations Under-Secretary-General, Department of Operational Support	Dhaka/Berlin/Dhaka	3 500
105. First Judge, Supreme Judicial Council, Iraq	Baghdad/New York/Baghdad	4 736
106. Former Ambassador and Personal Envoy of the Secretary-General for Western Sahara	Washington, D.C./Nairobi/ Washington, D.C.	5 002
107. Former Ambassador and Personal Envoy of the Secretary-General for Western Sahara	Washington, D.C./Libreville/ Washington, D.C.	6 800
108. Former Foreign Secretary, India	New Delhi/Kathmandu/New Delhi	184
109. Former Minister of State, State of Palestine	Tel Aviv/New York/Tel Aviv	1 606
110. Former Special Representative of the Secretary-General (Retired)	New York/Papua New Guinea/ New York	2 601
111. Former Special Representative of the Secretary-General, United Nations Mission in the Central African Republic and Chad; Member, High-level Independent Panel on Peace Operations	New York/Kinshasa/Dar es Salaam/ Addis Ababa/New York	3 151
112. Former Minister-Secretary, Brazil; Force Commander, United Nations Organization Stabilization Mission in the Democratic Republic of the Congo	Brasilia/New York/Kinshasa/New York/Brasilia	6 600
113. Former Permanent Representative of Germany to the United Nations Office at Geneva; Member, fifth Peacebuilding Fund Advisory Group	New York/Cologne/New York	2 043
114. Former Permanent Representative of Germany to the United Nations Office at Geneva; Member, fifth Peacebuilding Fund Advisory Group	Cologne/New York/Cologne	1 500
115. Director of Programmes and Development, Elman Peace and Human Rights Centre, Somalia; Member, fifth Peacebuilding Fund Advisory Group	Mogadishu/New York/Mogadishu	2 000

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
116. Former Special Representative of the Secretary-General, United Nations Mission in the Central African Republic and Chad; Member, High-level Independent Panel on Peace Operations	New York/Nairobi/Kinshasa/New York	5 454
117. Former Minister-Secretary, Brazil; Force Commander, United Nations Organization Stabilization Mission in the Democratic Republic of the Congo	Sao Paulo/New York/Sao Paulo	5 541
118. Member, Peacebuilding Fund Advisory Group	New York/Banjul/New York	1 500
119. Director of Programmes and Development, Elman Peace and Human Rights Centre, Somalia; Member, fifth Peacebuilding Fund Advisory Group	Munich/New York/Mogadishu	2 899
120. Panellist, 2019 Chiefs of Defence	Brasilia/New York/Brasilia	2 500
121. Special Rapporteur on the situation of human rights in the Palestinian territories occupied since 1967, Office of the United Nations High Commissioner for Human Rights	Toronto/Dublin/Toronto	3 000
122. Supreme Court Justice, Bangladesh	Dhaka/New York/Dhaka	1 500
123. Former Ambassador to the United States and Senior Diplomatic Adviser to the former President of United Republic of Tanzania	Washington, D.C./Geneva/ Washington, D.C.	2 442
124. Former Assistant Secretary-General of the then Office of Central Support Services	New York/Nairobi/Addis Ababa/New York	2 387
125. Former Assistant Secretary-General of the then Office of Central Support Services	London/New York/London	6 626
126. Team Leader, independent strategic review of the United Nations Multidimensional Integrated Stabilization Mission in Mali and the then Department of Peacekeeping Operations	Santiago/New York/Santiago	6 620
Economic Commission for Africa		
127. Ambassador, Comoros	Addis Ababa/Moroni/Addis Ababa	925
128. Ambassador, Zimbabwe	Addis Ababa/Nairobi/Addis Ababa	1 051
129. Ambassador and Permanent Representative to the African Union/the Economic Commission for Africa (ECA)-Equatorial Guinea	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
130. Ambassador and Permanent Representative to the African Union/ ECA-Benin	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
131. Ambassador and Permanent Representative to the African Union/ ECA-Burkina Faso	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
132. Ambassador and Permanent Representative to the African Union/ ECA-Burundi	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 897
133. Ambassador and Permanent Representative to the African Union/ ECA-Chad	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
134. Ambassador and Permanent Representative to the African Union/ ECA-Comoros	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 897
135. Ambassador and Permanent Representative to the African Union/ ECA-Côte d'Ivoire	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
136. Ambassador and Permanent Representative to the African Union/ ECA-Nigeria	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	2 486
137. Ambassador and Permanent Representative to the African Union/ ECA-Guinea	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	2 018
138. Ambassador and Permanent Representative to the African Union/ ECA-Guinea-Bissau	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	2 289
139. Ambassador and Permanent Representative to the African Union/ ECA-Kenya	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
140. Ambassador/Permanent Representative to the African Union/ ECA–Lesotho	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 897
141. Ambassador and Permanent Representative to the African Union/ ECA–Mauritania	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	2 249
142. Ambassador and Permanent Representative to the African Union/ ECA–Mauritius	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	2 299
143. Ambassador and Permanent Representative to the African Union/ ECA–Morocco	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
144. Ambassador and Permanent Representative to the African Union/ ECA–Niger	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
145. Ambassador and Permanent Representative to the African Union/ ECA–Botswana	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
146. Ambassador and Permanent Representative to the African Union/ ECA–Equatorial Guinea	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
147. Ambassador and Permanent Representative to the African Union/ ECA–Ethiopia	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 897
148. Ambassador and Permanent Representative to the African Union/ ECA–Malawi	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 897
149. Ambassador and Permanent Representative to the African Union/ ECA–Rwanda	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
150. Ambassador/Permanent Representative to the African Union/ ECA– Somalia	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
151. Ambassador and Permanent Representative to the African Union/ ECA–United Republic of Tanzania	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
152. Ambassador and Permanent Representative to the African Union/ ECA–Tunisia	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	2 018
153. Ambassador and Permanent Representative to the African Union/ ECA–Uganda	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	2 018
154. Ambassador and Permanent Representative to the African Union/ ECA–Zambia	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
155. Ambassador and Permanent Representative to the African Union/ ECA–Zimbabwe	Addis Ababa/Dubai/Victoria/Dubai/ Addis Ababa	1 826
156. Chief of Protocol to the former President of Liberia	Washington, D.C./Addis Ababa/Accra/ Monrovia	5 197
157. Minister of Local Government and Chieftainship Affairs, Lesotho	Maseru/Johannesburg/Cairo/ Marrakech/Cairo/Maseru	4 115
158. Commissioner for Economic Affairs, African Union Commission	Addis Ababa/Accra/Addis Ababa	2 136
159. Commissioner for Social Affairs, African Union Commission	Addis Ababa/Victoria Falls/ Johannesburg/Addis Ababa	1 932
160. Commissioner for Economic Affairs, Madagascar	Antananarivo/Nairobi/Addis Ababa/ Antananarivo	2 007
161. Deputy Minister, Ghana	Accra/Johannesburg/Victoria Falls/ Johannesburg/Accra	2 051
162. Deputy Secretary-General, East African Community	Kigali/Addis Ababa/Kigali	1 687
163. Former Assistant Secretary-General for Economic Development and Chief Economist	San Francisco/Addis Ababa/ San Francisco	3 850
164. Former Governor, Central Bank of Kenya	Nairobi/Johannesburg/Nairobi	886
165. Former Minister of Communication Technology, Nigeria	Lagos/Marrakech/Brussels	834

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
166. Former Minister of Trade and Industry, Ghana	Accra/Addis Ababa/Accra	792
167. Former Minister of Trade and Industry, Ghana	Accra/Addis Ababa/Accra	964
168. Former Secretary of Finance, Philippines	Manila/Doha/Marrakech/Bangkok	3 429
169. Minister for the Advancement of Women and Family, Djibouti	Djibouti/Addis Ababa/Rome/ Casablanca/Marrakech/Casablanca/ Rome/Addis Ababa/Djibouti	4 649
170. Minister of Gender, Child and Social Welfare, South Sudan	Juba/Addis Ababa/Paris/Dubai/Addis Ababa/Juba	5 522
171. Minister of Health, Seychelles	Victoria/Addis Ababa/Victoria	2 074
172. Minister of State in Charge of Economic Planning, Rwanda	Kigali/Addis Ababa/Kigali	1 569
173. Minister of Water, Irrigation and Electricity, Ethiopia	Addis Ababa/New York/Addis Ababa	2 951
174. Special Envoy on Women, Peace and Security	Geneva/Marrakech/Geneva	812
Economic Commission for Europe		
175. Minister of Energy and Hydraulic Resources, Central African Republic	Bangui/Nairobi/Istanbul/Nur-Sultan/ Dubai/Nairobi/Bangui	3 808
176. Minister of Hydraulics and Sanitation, Niger	Niamey/Istanbul/Nur-Sultan/Istanbul/ Niamey	1 277
177. Minister of Natural Resources, Suriname	Paramaribo/Amsterdam/Moscow/ Nur-Sultan/Moscow/Amsterdam/ Paramaribo	4 199
178. Minister of Water and Environment, Uganda	Entebbe/Cairo/Dubai/Nur-Sultan/ Dubai/Cairo/Entebbe	3 094
179. Minister of Water and Sanitation, Senegal	Los Angeles/Istanbul/Nur-Sultan/ Beijing/Denpasar	4 951
Economic Commission for Latin America and the Caribbean		
180. Ministry of Foreign Affairs, Office of the Prime Minister, Antigua and Barbuda	Antigua/Santiago/Antigua	6 646
181. Professor, Graduate School of Demography and Economics	San Francisco/Santiago/San Francisco	5 680
Executive Office of the Secretary-General		
182. Co-Chair, Ambition Advisory Group, European Climate Foundation	Paris/Abu Dhabi/Paris	3 412
183. Former Minister of State for Environment, Peru and President, United Nations Framework Convention on Climate Change	Lima/New York/Lima	6 149
184. Senior Fellow, European Climate Foundation; former Director, International Climate and Energy, Department of Business, United Kingdom of Great Britain and Northern Ireland	London/New York/London	7 173
185. Deputy Director General, Department of Environmental Affairs, South Africa	Johannesburg/New York/Johannesburg	3 192
186. Co-Chair, International Indigenous Peoples' Forum on Climate Change; Founder, Association of Indigenous Women and Peoples of Chad	Paris/New York/Paris	2 891
187. Senior Fellow, European Climate Foundation; former Director, International Climate and Energy, Department of Business, United Kingdom	London/Abu Dhabi/London	3 422
188. Co-Chair, International Indigenous Peoples' Forum on Climate Change; Founder, Association of Indigenous Women and Peoples of Chad	Paris/Abu Dhabi/Paris	3 412
189. Deputy Director General, Department of Environmental Affairs, South Africa	Pretoria/Abu Dhabi/Pretoria	2 288
190. Managing Director, ZEF Concepts environmental services	London/Abu Dhabi/London	798

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
191. Director General, Energy and Resources Institute; Member, Prime Minister's Council on Climate Change, India	New Delhi/Abu Dhabi/New Delhi	758
192. Former Minister of Environment, Peru	Lima/Abu Dhabi/Lima	4 105
Economic and Social Commission for Asia and the Pacific		
193. Chairman, National Disaster Management Authority of Pakistan	Islamabad/Tehran/Islamabad	845
194. Deputy Minister, Ministry of Economy of the Kyrgyz Republic	Bishkek/Almaty/Bishkek	176
195. Deputy Minister, Ministry of Finance and Economy, Turkmenistan	Ashgabat/Almaty/Ashgabat	1 878
196. Deputy Minister, Ministry of Public Administration and Management and Law and Order, Sri Lanka	Colombo/Singapore/Colombo	829
197. Deputy Prime Minister, Minister of Finance and Economic Development, Tuvalu	Funafuti/Bangkok/Funafuti	1 705
198. Deputy Prime Minister, Vanuatu	Port Vila/Bangkok/Port Vila	3 253
199. Deputy Vice-President for Production Affairs, Management and Planning Organization, Islamic Republic of Iran	Tehran/Islamabad/Tehran	959
200. Finance Secretary, Ministry of Finance, Bhutan	Paro/Bangkok/Paro	104
201. Former Chef de Cabinet, United Nations Secretariat	New Delhi/Bangkok/New Delhi	600
202. Former Chef de Cabinet, United Nations Secretariat	New Delhi/Bangkok/New Delhi	520
203. Former Deputy Secretary-General, Pacific Islands Forum Secretariat	Brisbane/Bangkok/Suva	3 571
204. Former Deputy Secretary-General, Pacific Islands Forum Secretariat	Suva/Bangkok/Suva	3 680
205. Former Deputy Secretary-General of Economic Governance and Security, Pacific Islands Forum Secretariat	Suva/Bangkok/Suva	2 524
206. Member, High-level Advisory Board on Mediation and former Executive Secretary, Economic and Social Commission for Asia and the Pacific (ESCAP)	Singapore/Bangkok/Singapore	400
207. Former Secretary-General, Shanghai Cooperation Organization	Nur-Sultan/Bangkok/Nur-Sultan	1 732
208. Former Secretary-General, United Nations	Pusan/Bangkok/Incheon	1 143
209. Former South Korean Permanent Representative to the United Nations and seventy-first President, Economic and Social Council	Hanoi/Bangkok/Hanoi	516
210. Former South Korean Permanent Representative to the United Nations and seventy-first President, Economic and Social Council	Seoul/Bangkok/Seoul	788
211. Former South Korean Permanent Representative to the United Nations	Seoul/Bangkok/Seoul	754
212. Former United Nations Chef de Cabinet	New Delhi/Bangkok/New Delhi	209
213. Member, High-level Advisory Board on Mediation and former Executive Secretary, ESCAP	Singapore/Bangkok/Singapore	412
214. Member, High-level Advisory Board on Mediation and former Executive Secretary, ESCAP	Kuala Lumpur/Bangkok/Kuala Lumpur	350
215. Minister for Legislative Reform and Parliamentary Affairs, Timor-Leste	Dili/Bangkok/Dili	435
216. Minister of Education, Bangladesh	Dhaka/Bangkok/Dhaka	770
217. Minister of Finance and Economic Development, Kiribati	Tarawa/Bangkok/Tarawa	2 157
218. Minister of Health, Samoa	Apia/Bangkok/Apia	4 150
219. Minister of Industry and Commerce, Afghanistan	Kabul/Almaty/Kabul	3 087
220. Minister for Legislative Reform and Parliamentary Affairs, Timor-Leste	Dili/Bangkok/Dili	125
221. Minister of Women, Children and Poverty Alleviation, Fiji	Suva/Bangkok/Suva	1 935
222. Minister of Women's Affairs, Afghanistan	Kabul/Almaty/Kabul	2 590
223. Minister of Women's Affairs, Cambodia	Phnom Penh/Bangkok/Phnom Penh	95

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
224. Minister of Power, Energy and Business Development, Sri Lanka	Colombo/Bangkok/Colombo	399
225. Minister, Ministry of Science, Technology and Research, Sri Lanka	Colombo/Tehran/Colombo	704
226. Minister, Ministry of Women's Affairs, Afghanistan	Kabul/New Delhi/Bangkok/Kabul	1 635
227. Senior Minister of Industry and Handicraft, Cambodia	Phnom Penh/Bangkok/Phnom Penh	225
228. State Minister, Ministry of National Policies and Economic Affairs, Sri Lanka	Colombo/Singapore/Colombo	400
Economic and Social Commission for Western Asia		
229. Assistant Secretary-General, League of Arab States and Chief of Staff	Cairo/Beirut/Cairo	239
230. Assistant Secretary-General, League of Arab States	Cairo/Beirut/Cairo	209
231. Chairperson, Inter-Parliamentary Cooperation	Jakarta/Beirut/Jakarta	1 664
232. Director of Research, Levy Institute of Bard College	New York/Beirut/New York	4 399
233. Endowed Professor, World Academy of Science and Sustainability, European Academy of Science and Arts	Dresden/Beirut/Dresden	924
234. Minister of Federal Government Chamber, Sudan	Khartoum/Beirut/Khartoum	385
235. Minister of Finance, Egypt	Cairo/Beirut	247
236. Minister of Industry and Trade, Yemen	Riyadh/Beirut/Cairo	646
237. Minister of Major Reforms, Tunisia	Tunis/Beirut/Tunis	685
238. Minister of Planning and International Cooperation, Yemen	Dubai/Beirut/Dubai	890
239. Minister of Planning, Iraq	Baghdad/Beirut/Baghdad	269
240. Minister of Planning, Monitoring and Administrative Reform, Egypt	Cairo/Beirut/Cairo	224
241. Minister of Planning, Monitoring and Administrative Reform, Egypt	Cairo/Beirut/Cairo	221
242. Minister of Social Affairs, Childhood and Family, Mauritania	Nouakchott/Beirut/Nouakchott	1 260
243. Minister, Ministry of Women's Affairs, Tunisia	Tunis/Amman/Tunis	873
244. Secretary-General, League of Arab States	Cairo/Beirut/Cairo	209
245. Senior Fellow, Brookings Institute	Washington, D.C./Beirut/ Washington, D.C.	3 677
246. Assistant Secretary-General, League of Arab States	Cairo/Amman/Cairo	173
247. Vice-President, Chairman, Board of Trustees (Court of Cassation), Supreme Court of Justice	Cairo/Beirut/Cairo	203
Independent Audit Advisory Committee Secretariat		
248. Former Chairman of the Board, Institute of Internal Auditors	London/New York/London	1 494
United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic		
249. Chief of Staff to Prime Minister, Central African Republic	Addis Ababa/Nairobi/Bangui	1 465
250. Minister of Defence, Central African Republic	Bangui/Addis Ababa/Bangui	1 635
251. Minister of Disarmament, Central African Republic	Bangui/Addis Ababa/Bangui	1 635
252. Minister of Justice, Central African Republic	Bangui/Addis Ababa/Bangui	1 635
Office for the Coordination of Humanitarian Affairs		
253. Central Emergency Response Fund Advisory Group member	Santiago/New York/Santiago	1 125
254. Central Emergency Response Fund Advisory Group member	Tokyo/New York/Tokyo	6 781
255. Chair of Board, Girl Child Concerns	Abuja/New York/Abuja	7 083
256. Chief Executive, International Rescue Committee	New York/Geneva/New York	6 981
257. Co-President, Japan Emergency Non-Governmental Organization	Tokyo/Dublin/Tokyo	2 269
258. Deputy Director General, China	Beijing/Dublin/Beijing	4 213

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
259. Deputy Director General, Department of Boundary and Ocean Affairs, China	Beijing/New York/Beijing	6 083
260. Deputy Director General, Department of International Economic and Trade Affairs, Peking	Peking/New York/Peking	5 156
261. Head of Civilian Component, Eastern African Standby Force	Entebbe/New York/Entebbe	5 187
262. Minister of Labour and Social Development, Sudan	Khartoum/Geneva/Khartoum	431
263. National Office for Emergencies, Chile	Santiago/New York/Santiago	6 118
264. Natural Resource Management Specialist, Uganda	Santiago/Dublin/Santiago	3 808
265. Member of the High-level Panel on Internal Displacement	Kabul/Geneva/Kabul	2 606
266. Member of the High-level Panel on Internal Displacement	Brussels/Geneva/Brussels	988
267. Member of the High-level Panel on Internal Displacement	Brussels/Geneva/Brussels	1 189
268. Member of the High-level Panel on Internal Displacement	Bogotá/Geneva/Bogotá	2 457
269. Member of the High-level Panel on Internal Displacement	Addis Ababa/Geneva/Addis Ababa	2 651
270. Member of the High-level Panel on Internal Displacement	Amman/Geneva/Amman	2 237
271. Member of the High-level Panel on Internal Displacement	Juba/Geneva/Juba	3 939
272. Member of the High-level Panel on Internal Displacement	London/Geneva/London	683
273. Vice Chair of Muhammadiyah Disaster Management Centre, Indonesia	Yogyakarta/New York/Yogyakarta	6 458
274. Vice Chair of Muhammadiyah Disaster Management Centre, Indonesia	Yogyakarta/New York/Yogyakarta	6 288
275. Vice Chair of Muhammadiyah Disaster Management Centre, Indonesia	Yogyakarta/Dublin/Yogyakarta	4 195
Office of the United Nations High Commissioner for Human Rights		
276. Mother of comedian participating in performance as host of major event	New York/Geneva/New York	2 152
277. Former Special Rapporteur on torture and Secretary-General of the European Inter-University Centre for Human Rights and Democratisation	Vienna/Frankfurt/Montego Bay/ Frankfurt/Vienna	762
278. Former Special Rapporteur on torture and Secretary-General of the European Inter-University Centre for Human Rights and Democratisation	Vienna/New York/Vienna	4 559
279. American economist, public policy analyst and former Director of the Earth Institute at Columbia University	New York/Geneva/New York	1 488
280. Former Special Rapporteur on torture and Secretary-General of the European Inter-University Centre for Human Rights and Democratisation	Vienna/New York/Vienna	1 669
281. Former Special Rapporteur and former Director, Office of the United Nations High Commissioner for Human Rights	Dakar/Arusha/Dakar	2 092
282. Former Special Rapporteur in the field of Cultural Rights	Lahore/Geneva/Lahore	822
283. Former Special Rapporteur in the field of Cultural Rights	Lahore/Geneva/Lahore	808
284. Founder of Satyarthi Children's Foundation, India	New Delhi/Zurich/Geneva	786
285. Member of International Team of Experts on the Kasai region, Democratic Republic of the Congo	Dakar/Geneva/Dakar	1 157
286. President's Special Envoy and State Minister for Human Rights and International Relations	Kabul/Geneva/Kabul	1 192
287. Special Envoy of the Chairperson of the African Union Commission on Women, Peace and Security	Geneva/Addis Ababa/Geneva	1 821
Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States		
288. Distinguished Fellow, Centre for Policy Dialogue, Bangladesh	Dhaka/Honiara/Dhaka	5 290
289. Minister of Commerce and Industry, Liberia	Monrovia/Geneva/Monrovia	2 216

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
290. Minister of Commerce, Eswatini	Manzini/New York/Manzini	7 100
291. Minister of Industry, Commerce and Supplies, Nepal	Kathmandu/Geneva/Kathmandu	1 095
292. Minister of Transport and Public Works, Malawi	Lilongwe/New York/Lilongwe	4 215
Office of Legal Affairs		
293. Associate Dean and Professor of Law	Montreal/Santiago/Montreal	2 000
294. Chair of Law, University of Cambridge	Geneva/Santiago/Geneva	2 500
295. Chair of Public International Law	London/Santiago/London	2 500
296. Chief Judge and Judge Advocate General, Court Martial and Armed Forces of New Zealand	Wellington/Bangkok/Wellington	4 300
297. Former Chief Justice, United Republic of Tanzania	Dar es Salaam/New York/Dar es Salaam	3 000
298. Chief, Judge and Judge Advocate General, Court Martial of New Zealand	Wellington/Bangkok/Wellington	2 500
299. Dean and Professor of Chinese and Comparative Law	Hong Kong/Santiago/Hong Kong	7 750
300. Emeritus Professor, Université Paris Nanterre	Paris/Addis Ababa/Paris	2 000
301. Foundation Professor of Law, Arizona State University	Phoenix/Bangkok/Phoenix	3 500
302. Harold Samuel Chair of Law and Environmental Policy, University of Cambridge	Geneva/Addis Ababa/Geneva	2 500
303. Professor International Institutional Law	Amsterdam/Santiago/Amsterdam	3 000
304. Professor of International Law	Geneva/Santiago/Geneva	3 800
305. Professor of International Law, Faculty of Law of the University of Geneva	Paris/Zurich/Bangkok/Frankfurt/Paris	2 668
306. Professor of International Law, Faculty of Law of the University of Geneva	Geneva/Addis Ababa/Geneva	2 500
307. Professor of International Law, Faculty of Law of the University of Geneva	Geneva/Bangkok/Geneva	3 800
308. Professor of Public International Law	London/Santiago/London	2 300
309. Professor, Pennsylvania State University	Philadelphia/Addis Ababa/Philadelphia	3 000
310. Professor, University of Geneva	Geneva/Addis Ababa/Geneva	2 800
Office of the Special Adviser on Africa		
311. Ambassador, former Deputy Minister of Foreign Affairs for African Affairs, Egypt	Cairo/New York/Cairo	1 507
312. Commissioner for Political Affairs, African Union Commission	Addis Ababa/New York/Addis Ababa	6 432
313. Deputy Director General, Diplomatic Academy at South African Department of International Relations and Cooperation	Johannesburg/Durban/Johannesburg	361
314. Member of the Committee of Elders, Common Market for Eastern and Southern Africa	Cairo/Durban/Cairo	2 840
315. Member of the Panel of the Wise, African Union	Entebbe/Durban/Entebbe	3 219
316. Professor of Law, London School of Economics	London/New York/London	6 735
317. Senior Political Adviser, African Centre for the Constructive Resolution of Disputes	Johannesburg/Libreville/Johannesburg	630
Office of the Special Coordinator on Improving the United Nations Response to Sexual Exploitation and Abuse		
318. Member, Civil Society Advisory Board	Abuja/New York/Abuja	6 421
319. Member, Civil Society Advisory Board	Casablanca/New York/Casablanca	2 902
Office of the Special Envoy for the Great Lakes		
320. Co-Chair, Network of African Women in Conflict Prevention and Mediation, African Union	Entebbe/Juba/Nairobi/Kinshasa/Entebbe	2 094

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
321. Member, Network of African Women in Conflict Prevention and Mediation, African Union	Entebbe/Bou Saada/Entebbe	800
322. Minister for Constitutional and Legal Affairs, United Republic of Tanzania	Dar es Salaam/Nairobi/Dar es Salaam	930
323. Minister of Gender and Family Promotion, Rwanda	Kigali/Nairobi/Kigali	640
324. Minister of Gender, Children and Family, Democratic Republic of the Congo	Kinshasa/Nairobi/Kinshasa	1 937
325. Minister of Gender, Labour and Social Development, Uganda	Entebbe/Nairobi/Entebbe	605
326. Minister of Human Rights, Social Affairs and Gender, Burundi	Bujumbura/Nairobi/Bujumbura	1 151
327. Minister for the Promotion of Women, Congo	Brazzaville/Nairobi/Brazzaville	1 600
328. Minister for the Promotion of Women, the Family and the Protection of Children, Central African Republic	Bangui/Nairobi/Entebbe/Bangui	2 093
329. Minister for the Promotion of Women, the Family and the Protection of Children, Central African Republic	Bangui/Nairobi/Bangui	2 730
330. Minister of Foreign Affairs and International Cooperation, South Sudan	Juba/Nairobi/Juba	1 400
331. Special Envoy of the Chairperson of the African Union Commission on Women, Peace and Security	Addis Ababa/Entebbe/Addis Ababa	1 644
332. Special Envoy of the Chairperson of the African Union Commission on Women, Peace and Security	Addis Ababa/Nairobi/Addis Ababa	746
333. Special Envoy of the Chairperson of the African Union Commission on Women, Peace and Security	Addis Ababa/Juba/Kinshasa/Addis Ababa	4 158
334. Former Ambassador to the United States, Senior Diplomatic Adviser to the former President, United Republic of Tanzania	Washington, D.C./New York/ Amsterdam/Entebbe/Amsterdam/ New York/Washington, D.C.	9 496
335. Former Ambassador to the United States, Senior Diplomatic Adviser to the former President, United Republic of Tanzania	Washington, D.C./Nairobi/ Washington, D.C.	3 393
336. Former Ambassador to the United States, Senior Diplomatic Adviser to the former President, United Republic of Tanzania	Dar es Salaam/Bou Saada/Dar es Salaam	1 000
337. Former Ambassador to the United States, Senior Diplomatic Adviser to the former President, United Republic of Tanzania	New York/Addis Ababa/Juba/Nairobi/ New York	6 567
Office of the Special Representative of the Secretary-General on Sexual Violence in Conflict		
338. Former Special Representative of the Secretary-General on Sexual Violence in Conflict	Stockholm/New York/Stockholm	2 838
339. Former Special Representative of the Secretary-General on Sexual Violence in Conflict, United Nations	London/New York/Freetown	5 592
Peacebuilding Support Office		
340. Former Permanent Representative of Germany to the United Nations Office at Geneva; Member, fifth Peacebuilding Fund Advisory Group	Frankfurt/Port Moresby/Frankfurt	6 530
341. Former Permanent Representative of Germany to the United Nations Office at Geneva; Member, fifth Peacebuilding Fund Advisory Group	Cologne/New York/Cologne	3 557
United Nations Conference on Trade and Development		
342. Chief Executive Officer and Chairperson, Global Environment Facility	Washington, D.C./Geneva/ Washington, D.C.	3 971
343. Former Minister of Trade and Industry, South Africa	Cape Town/Geneva/Cape Town	2 929
344. Founder and Chair, Michaëlle Jean Foundation	Ottawa/Geneva/Ottawa	5 185
345. Founder and Chief Executive Officer, Grouper.mk	Skopje/New York/Skopje	2 468
346. Founder and Chief Executive Officer, Kichink	Mexico City/Nairobi/Mexico City	329

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
347. Founder and Chief Executive Officer, QuickCash	Abidjan/New York/Abidjan	2 400
348. Founder and Chief Executive Officer, Rogrand	Beijing/New York/Beijing	3 376
349. Founder and Chief Executive Officer, Takhfifan	Jakarta/New York/Jakarta	4 836
350. Minister of Agriculture, Zambia	Lusaka/Geneva/Lusaka	3 067
351. Minister of Commerce and Industry, Liberia	Monrovia/Geneva/Monrovia	2 843
352. Minister of Economy and Finance, Madagascar	Antananarivo/Geneva/Antananarivo	1 486
353. Minister of Industry, Commerce and Handicrafts, Madagascar	Antananarivo/Geneva/Antananarivo	5 159
354. Minister of Trade and Industry, Lesotho	Maseru/Geneva/Maseru	3 224
355. Minister of Trade and the Private Sector, Togo	Lomé/Geneva/Lomé	2 012
356. Minister of Trade, Industry and Cooperation, Uganda	Entebbe/Geneva/Entebbe	1 714
357. Minister, Private Secretary for National Policies, Nicaragua	Madrid/Geneva/New York/Salt Lake City/Managua	2 127
358. Ministry of Industry, Trade and Tourism, Malawi	Lilongwe/Geneva/Lilongwe	1 884
359. Partner, TLcom Capital	Lagos/Geneva/Lagos	164
360. Professor of Biochemistry, University of California, Berkeley	New York/Geneva/New York	4 481
361. Senior Aide to Founder and Chair, Michaëlle Jean Foundation	Ottawa/Geneva/Ottawa	3 540
United Nations Development Coordination Office		
362. Principal Secretary to the Ministry of Foreign Affairs	Nairobi/New York/Brussels	4 689
United Nations Democracy Fund		
363. Former Minister of Reconstruction and Development, South Africa	Johannesburg/New York/Johannesburg	2 148
United Nations Department of Global Communications		
364. Ambassador and Permanent Observer of the State of Palestine to the United Nations	New York/Moscow/New York	3 503
365. Ambassador and Permanent Observer of the State of Palestine to the United Nations	New York/Ankara/New York	4 350
366. Emmy Award-nominated journalist	New York/Ankara/New York	3 639
367. Executive Director, Oxford Famine Relief Organization	Nairobi/New York/Nairobi	3 493
368. Professor and Director, Centre for Middle East Studies, Galilee International Management Institute, Israel	Tel Aviv/Moscow/Tel Aviv	639
369. Professor of History, Director of the European Centre for Palestine Studies	Tel Aviv/Moscow/Tel Aviv	341
United Nations Office for Disaster Risk Reduction		
370. Deputy Director General, Pacific Community	Suva/Nadi/Dubai/Geneva/Dubai/Nadi/Suva	9 086
371. Founder, Global Institute for Tomorrow	Hong Kong/Geneva/Hong Kong	1 856
372. Minister of Social and Solidarity Economy, Tunisia	Tunis/Geneva/Tunis	160
373. Network and television host, Talk America, China Global Television Network	Nairobi/Geneva/Nairobi	1 741
374. Television anchor, Cable News Network	Dhaka/Geneva/Dhaka	294
United Nations Interregional Crime and Justice Research Institute		
375. Former High Commissioner for Human Rights	Durban/Turin/Durban	4 099
United Nations Integrated Peacebuilding Office in Guinea-Bissau		
376. Minister of Justice and Human Rights, Guinea-Bissau	Bissau/Geneva/Bissau	1 678

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
United Nations Mission in South Sudan		
377. Former Special Representative of the Secretary-General, United Nations Mission for the Referendum in Western Sahara	Hamburg/Juba/Hamburg	4 000
United Nations Office to the African Union		
378. Former Foreign Minister, Sudan	Nairobi/Addis Ababa/Nairobi	1 200
United Nations Regional Office for Central Africa		
379. Minister of Foreign Affairs and Communities, Sao Tome and Principe	Sao Tome/Kinshasa/Sao Tome	2 272
380. Minister of Foreign Affairs, Burundi	Bujumbura/N'Djamena/Bujumbura	3 270
381. Minister of Foreign Affairs, Cameroon	Yaoundé/N'Djamena/Yaoundé	3 286
382. Minister of Foreign Affairs, Cameroon	Yaoundé/Kinshasa/Yaoundé	2 904
383. Minister of Foreign Affairs, Central African Republic	Bangui/Kinshasa/Bangui	3 650
384. Minister of Foreign Affairs, Central African Republic	Bangui/Luanda/Bangui	3 055
385. Minister of Foreign Affairs, Central African Republic	Bangui/N'Djamena/Bangui	4 022
386. Minister of Foreign Affairs, Congo	Kinshasa/Luanda/Kinshasa	2 360
387. Minister of Foreign Affairs, Equatorial Guinea	Malabo/N'Djamena/Malabo	4 014
388. Minister of Foreign Affairs, Gabon	Libreville/Luanda/Libreville	3 899
389. Minister of Foreign Affairs, Guinea Equatorial	Malabo/Luanda/Malabo	4 693
390. Minister, Burundi	Bujumbura/Kinshasa/Bujumbura	1 535
391. Secretary of State, Chad	N'Djamena/Kinshasa/N'Djamena	2 633
392. Secretary of State, Ministry of Foreign Affairs Officer, Chad	N'Djamena/Luanda/N'Djamena	1 830
393. Secretary of State, Ministry of Foreign Affairs Officer, Equatorial Guinea	Malabo/Kinshasa/Malabo	2 007
394. Secretary-General, Economic Community of Central African States	Libreville/Bangui/Libreville	1 970
395. State Secretary of Foreign Affairs Ministry, Angola	Luanda/N'Djamena/Luanda	4 685
396. Vice Minister of Equality of Gender, Equatorial Guinea	Malabo/Kigali/Malabo	3 052
United Nations Office for Disarmament Affairs		
397. Ambassador, Malaysia	Dublin/Bangkok/New York	2 046
398. Ambassador of Argentina to Austria	Vienna/Addis Ababa/Vienna	5 741
399. Ambassador and former Permanent Representative of Poland to the United Nations Office at Vienna	Warsaw/New York/Warsaw	2 038
400. Ambassador and President-Designate, 2020 Review Conference of the Parties to the Treaty on the Non-Proliferation of Nuclear Weapons	Buenos Aires/Mexico City/Buenos Aires	6 050
401. Ambassador and President-Designate, 2020 Review Conference of the Parties to the Treaty on the Non-Proliferation of Nuclear Weapons	Buenos Aires/New York/Buenos Aires	5 305
402. Ambassador and President-Designate, 2020 Review Conference of the Parties to the Treaty on the Non-Proliferation of Nuclear Weapons	Buenos Aires/Geneva/Buenos Aires	3 900
403. Member, Advisory Board on Disarmament Matters	Jakarta/Geneva/Jakarta	3 627
404. Member, Advisory Board on Disarmament Matters	Ottawa/Geneva/Ottawa	4 381
405. Member, Advisory Board on Disarmament Matters	Ulaanbaatar/Geneva/Ulaanbaatar	4 853
406. Member, Advisory Board on Disarmament Matters	Boston/Geneva/Boston	6 047
407. Member, Advisory Board on Disarmament Matters	Santiago/New York/Santiago	4 770
408. Member, Advisory Board on Disarmament Matters	Windhoek/New York/Windhoek	2 500
409. Member, Advisory Board on Disarmament Matters	Vienna/New York/Vienna	4 053
410. Member, Advisory Board on Disarmament Matters	Cairo/New York/Cairo	3 655
411. Member, Advisory Board on Disarmament Matters	Cairo/New York/Cairo	1 567

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
412. Member, Advisory Board on Disarmament Matters	Tokyo/New York/Tokyo	7 923
413. Member, Advisory Board on Disarmament Matters	Ulaanbaatar/New York/Ulaanbaatar	5 125
414. Member, Advisory Board on Disarmament Matters	Windhoek/Geneva/Windhoek	2 525
415. Member, Advisory Board on Disarmament Matters	Boston/Geneva/Boston	6 047
416. Member, Advisory Board on Disarmament Matters	Windhoek/Geneva/Windhoek	6 504
417. Member, Advisory Board on Disarmament Matters	Tokyo/Geneva/Tokyo	4 151
418. Member, Advisory Board on Disarmament Matters	Santiago/Geneva/Santiago	2 151
419. Member, Advisory Board on Disarmament Matters	Charlottesville, Virginia/Geneva/ Charlottesville, Virginia	6 092
420. Member, Advisory Board on Disarmament Matters	Ottawa/Geneva/Ottawa	3 772
421. Member, Advisory Board on Disarmament Matters	Moscow/New York/Moscow	2 444
422. Member, Advisory Board on Disarmament Matters	Washington, D.C./Geneva/ Washington, D.C.	4 974
423. Ambassador for Disarmament, New Zealand	Wellington/New York/Wellington	7 854
424. Permanent Secretary, Minister of Foreign Affairs, Namibia	Windhoek/New York/Windhoek	7 114
United Nations Office at Nairobi		
425. Assistant Secretary-General, Secretariat of the Organization of African, Caribbean and Pacific States	Brussels/Nairobi/Mombasa/Brussels	4 335
426. Former Head of the United Nations Office to the African Union and former Permanent Representative of Kenya to the United Nations	Nairobi/Dar es Salaam/Nairobi	972
427. President, United Nations Environment Assembly	Tallinn/New York/Tallinn	3 424
United Nations Office at Vienna		
428. Attorney General and Minister of Justice, Nigeria	Abuja/Paris/Vienna	147
429. Deputy Minister of State, United Republic of Tanzania	Dodoma/Maputo	1 290
430. Astronaut, National Aeronautics and Space Administration	Houston/Vienna/Houston	3 120
431. Supreme Court Justice, Uganda	Entebbe/Seoul/Entebbe	2 499
United Nations Support Office in Somalia		
432. Deputy Special Representative of the Chairperson of the African Union Commission for Somalia	Mogadishu/Istanbul/Nur-Sultan/ Mogadishu	3 926
United Nations trust fund for human security		
433. Board Member, United Nations trust fund for human security	Nairobi/New York/Nairobi	1 600
434. Board Member, United Nations trust fund for human security	Washington, D.C./New York/Oslo	1 200
Total		1 171 026

Annex II

Exceptions authorized owing to medical conditions, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Counter-Terrorism Committee Executive Directorate		
1. Chief of Administration and Information Office	New York/Saint Petersburg/New York	3 131
2. Chief of Administration and Information Office	New York/Moscow/Tashkent/New York	3 365
Department of Global Communications		
3. Holocaust survivor	Warsaw/New York/Warsaw	1 643
Department of Political Affairs		
4. Supervisory Board member, Alliance for a Peaceful Indonesia	Singapore/Tokyo/Singapore	2 017
Department of Political and Peacebuilding Affairs and Department of Peace Operations		
5. Supervisory Board member, Alliance for a Peaceful Indonesia	Singapore/Bangkok/Singapore	800
6. Solicitor and Corporate Legal Adviser	London/New York/London	6 370
7. Supervisory Board member	Singapore/Durban/Singapore	600
United Nations Economic and Social Commission for Asia and the Pacific		
8. Programme Management Officer, Administration, Economic and Social Commission for Asia and the Pacific, Division of Administration	Bangkok/Tehran/Bangkok	1 320
International Civil Service Commission		
9. Chief, Human Resources Policies Division	New York/The Hague/New York	1 098
United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic		
10. Troop-contributing country member, Morocco	Bangui/Casablanca	790
11. Government-provided corrections personnel, Senegal	Bangui/Dakar	1 140
12. Formed police unit member, Congo	Bangui/Brazzaville	569
13. Formed police unit member, Senegal	Bangui/Dakar	1 079
14. Troop-contributing country member, Cameroon	Entebbe/Yaoundé	1 250
15. Troop-contributing country member, Cameroon	Bangui/Yaoundé	1 250
16. Troop-contributing country member, Morocco	Bangui/Casablanca	1 109
17. Medical escort of traveller, Morocco	Bangui/Casablanca	1 109
United Nations Multidimensional Integrated Stabilization Mission in Mali		
18. Military contingent, Sri Lanka	Bamako/Katunayake	2 500
19. Military contingent, Chad	Bamako/N'Djamena	594
20. Security Officer, United Nations Multidimensional Integrated Stabilization Mission in Mali, Egypt	Bamako/Cairo	1 200
21. Security Sector Reform Officer, Senegal	Bamako/Dakar	433
22. Military contingent, Burkina Faso	Dakar/Ouagadougou	1 100
23. Military contingent, Burkina Faso	Dakar/Ouagadougou	1 100
United Nations Mission for Justice Support in Haiti		
24. Formed police unit, Senegal	Santo Domingo/Madrid/Dakar	1 925
25. Formed police unit, Senegal	Santo Domingo/Madrid/Dakar	2 025

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
26. Formed police unit, Senegal	Santo Domingo/Madrid/Dakar/Port-au-Prince	2 350
United Nations Organization Stabilization Mission in the Democratic Republic of the Congo		
27. Military contingent, Pakistan	Kinshasa/Islamabad	2 017
28. Military contingent, Pakistan	Entebbe/Islamabad	3 101
29. Military contingent, Guatemala	Entebbe/Doha/Miami/Guatemala City	2 700
30. Military contingent, Australia	Entebbe/Doha/Queensland	1 390
Office of the United Nations High Commissioner for Human Rights		
31. Former Assistant Secretary-General, Office of the United Nations High Commissioner for Human Rights	Zagreb/Arusha/Zagreb	553
32. Human Rights Officer accompanying Special Rapporteur on adequate housing as a component of the right to an adequate standard of living, and on the right to non-discrimination in this context	Geneva/Abuja	3 376
Office of the Special Envoy of the Secretary-General for Syria		
33. Chief, Political Affairs, Office of the Special Envoy of the Secretary-General for Syria	Sochi/Geneva	1 195
34. Principal Political Affairs Officer, Office of the Special Envoy of the Secretary-General for Syria	Geneva/New York/Geneva	7 220
35. Principal Political Affairs Officer, Office of the Special Envoy of the Secretary-General for Syria	Beirut/Geneva	680
United Nations Conference on Trade and Development		
36. Head, Enterprises Branch, United Nations Conference on Trade and Development	Geneva/Paris/Angola	773
United Nations Interim Force in Lebanon		
37. Private first class, Medical Repatriation, Republic of Korea	Beirut/Incheon	425
38. Private, medical repatriation, Nepal	Beirut/Kathmandu	600
Secretariat of the Multilateral Fund for the Implementation of the Montreal Protocol		
39. Dependent, spouse	Montreal/Manchester	1 500
United Nations Mission in South Sudan		
40. Police officer, India	Entebbe/New Delhi	930
41. Troop-contributing country member, India	Entebbe/New Delhi	930
42. Individual fulfilling military service obligation, Brazil	Entebbe/Brasilia	2 250
United Nations Office at Vienna		
43. Chief, Staff Development Unit, United Nations Office on Drugs and Crime/United Nations Office at Vienna	Vienna/Tashkent/Vienna	2 552
44. Judge, United States District Court, Northern District of Illinois	Newark/Vienna/Chicago	6 650
45. Deputy Director, United Nations Office on Drugs and Crime	Vienna/Amsterdam/Nairobi/Amsterdam/Vienna	1 738
46. Deputy Director	Vienna/Nairobi/Turin/Vienna	5 736
Total		88 183

Annex III

Exceptions authorized owing to the eminence of the travellers, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Department of Economic and Social Affairs		
1. Former President, Chile	Santiago/New York/Santiago	7 124
2. Former Prime Minister, Niger	Johannesburg/New York/Johannesburg	4 200
3. Former President, Mexico	New York/Geneva/New York	3 006
4. Former Prime Minister, Niger	Johannesburg/New York/Johannesburg	4 154
5. Prime Minister, Mozambique	Maputo/New York/Maputo	2 792
Department for General Assembly and Conference Management		
6. Former Prime Minister, Portugal	Lisbon/New York/Lisbon	4 099
7. Prime Minister, Antigua and Barbuda	Orlando/New York/Miami	600
Department of Management Strategy, Policy and Compliance		
8. Former President, Liberia	Liberia/Marrakech/Liberia	1 607
United Nations Office at Nairobi		
9. Former interim President, Central African Republic	Bangui/Addis Ababa/Bangui	2 640
Economic Commission for Africa		
10. Former President, Liberia	Washington, D.C./Addis Ababa/Accra/ Monrovia	5 197
Economic and Social Commission for Asia and the Pacific		
11. Former President, Kyrgyzstan	Bishkek/Bangkok/Bishkek	685
12. President of the Republic, Nauru	Nauru/Bangkok/Nauru	2 396
Multidimensional Integrated Stabilization Mission in the Central African Republic		
13. Former Prime Minister, Guinea	Paris/Casablanca/Bangui/Nairobi/Paris	305
14. Prime Minister, Central African Republic	Bangui/Addis Ababa/Bangui	1 635
Office of the Special Adviser on Africa		
15. Former President, Burundi	Bamako/Durban/Bamako	2 279
Office of the Special Envoy for the Great Lakes		
16. Former interim President, Central African Republic	Bangui/Nairobi/Entebbe/Bangui	2 093
17. Former interim President, Central African Republic	Bangui/Nairobi/Bangui	2 730
18. Former interim President, Central African Republic	Bangui/Bujumbura/Kinshasa/Bangui	4 500
19. Former interim President, Central African Republic	Bangui/Nairobi/Addis Ababa/Juba/Lomé/ Kinshasa/Bangui	7 443
United Nations Office for Disaster Risk Reduction		
20. Former President, Finland	Helsinki/Geneva/Helsinki	842
21. Former President, Mali	Bamako/Paris/New York/Paris/Bamako	3 982
United Nations Conference on Trade and Development		
22. Prime Minister, Vanuatu	Port Vila/Geneva/Port Vila	4 720
23. Prime Minister, Saint Lucia	Castries/Geneva/Castries	3 406
Total		72 435

Annex IV

Exceptions authorized owing to arduous journeys, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Department of Economic and Social Affairs		
1. Administrator, Tuvalu	Suva/Funafuti	4 814
2. Senior Monitoring and Evaluation Analyst, Tuvalu	Suva/Funafuti	4 618
Department of Political and Peacebuilding Affairs and Department of Peace Operations		
3. Political Affairs Officer, Office of the Under-Secretary-General for Peace Operations	Newark/Berlin/Newark	4 777
Executive Office of the Secretary-General		
4. Senior Political Affairs Officer	New York/Katowice	4 163
5. Director, support office	New York/Zurich/New York	3 354
6. Head of Office, Office of the Deputy Secretary-General	New York/Rome/New York	3 300
7. Director, support office	New York/Copenhagen/New York	4 235
8. Director, support office	New York/Berlin/New York	4 861
Economic Commission for Europe		
9. Senior Social Affairs Officer	Almaty/Saint Petersburg	434
Office for the Coordination of Humanitarian Affairs		
10. Deputy Director, Operations and Advocacy	New York/Panama City/Caracas/Bogotá/Buenos Aires/New York	3 667
11. Deputy Director, Operations and Advocacy	New York/Kiev/Kabul/Islamabad/New York	1 589
12. Director, Operations and Advocacy	New York/Kiev/Kabul/Islamabad/New York	2 034
Office of the United Nations High Commissioner for Human Rights		
13. Director, American Civil Liberties Union Human Rights Program	New York/Mexico City/New York	696
Office of the Special Envoy of the Secretary-General for Yemen		
14. Special Assistant to the Special Envoy of the Secretary-General for Yemen	London/Berlin/Frankfurt/Abu Dhabi	2 055
15. Special Assistant to the Special Envoy of the Secretary-General for Yemen	London/Muscat	1 100
United Nations Conference on Trade and Development		
16. Business facilitation expert	San Salvador/Honiara/San Salvador	6 775
Total		52 472

Annex V

Exceptions authorized owing to the unavailability of regular standards of accommodation, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
First class		
Executive Office of the Secretary-General		
1. Deputy Secretary-General	New York/Washington, D.C./New York	1 088
2. Deputy Secretary-General	New York/Washington, D.C./New York	820
3. Deputy Secretary-General	New York/Boston/New York	886
Mixed first-class and business class		
Executive Office of the Secretary-General		
4. Deputy Secretary-General	New York/Nairobi/London/New York	9 195
5. Special Assistant to the Deputy Secretary-General	New York/Nairobi/London/New York	3 445
Business class		
United Nations Office at Vienna		
6. Programme Coordination Assistant	Islamabad/Amsterdam/Islamabad	1 822
7. Programme Associate	Islamabad/Amsterdam/Islamabad	1 822
United Nations Interregional Crime and Justice Research Institute		
8. Programme Management Officer	Marrakech/Turin	344
United Nations Regional Centre for Preventive Diplomacy for Central Asia		
9. Senior Lecturer, School of Social Sciences, University of Dundee	Birmingham/Ashgabat	461
Total		19 883

Annex VI

Travel authorized by the President of the General Assembly, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
First class		
1. President of the seventy-third session of the General Assembly	New York/Salt Lake City/New York	2 927
Mixed first-class and business class		
2. President of the seventy-third session of the General Assembly	New York/Ankara/Bratislava/Vaduz/ Alpbach/Munich/New York	12 464
3. President of the seventy-third session of the General Assembly	New York/Geneva/Rome/New York	11 955
4. President of the seventy-third session of the General Assembly	New York/Munich/Katowice/Frankfurt/ New York	10 687
Total		38 033

Annex VII

Exceptions authorized for the United Nations Development Programme, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to arduous journeys		
1. Assistant Secretary-General, United Nations Development Programme	Dhaka/Bangkok	356
Exceptions authorized owing to the eminence of the travellers		
2. Former President, Costa Rica	Alajuela/Madrid/Paris/Alajuela	7 684
3. Former President, Kyrgyzstan	Bishkek/Almaty/Bishkek	203
4. Former President, Costa Rica	San José/Bogotá/San José	646
Exceptions authorized owing to the prominence of the travellers		
5. Former Minister of Tourism and Antiquities, Jordan	Cairo/Amman/Cairo	147
6. Former Minister of Foreign Affairs, Chile	Santiago/Panama City/Santiago	393
7. Ambassador, Federal Department, Switzerland	Zurich/New York/Zurich	7 201
8. United Nations Development Programme (UNDP) Goodwill Ambassador, Denmark	Los Angeles/San Francisco/Los Angeles	192
9. UNDP Goodwill Ambassador spouse, Denmark	San Francisco/Los Angeles	158
10. Minister of Planning and International Cooperation, Yemen	Riyadh/Amman/Riyadh	760
11. UNDP Goodwill Ambassador, Denmark	Springhill/New York	1 629
12. Senior Minister for Social Policies, Singapore	Geneva/Paris/Singapore	2 308
13. Professor of Economics, University of Cape Town	Cape Town/Paris/Cape Town	1 930
14. Chairman, African Centre for Shared Development Capacity Building, Nigeria	Manila/Paris/Manila	3 430
15. Chief Research Fellow, China	Helsinki/Paris/Helsinki	1 041
16. Professor of Political Science, City University of New York	New York/Paris/New York	6 605
17. Senior Fellow, Global Economy and Development, United States of America	Washington, D.C./Brussels/Washington, D.C.	5 534
18. Minister of Justice, Keeper of the Seals, Guinea	Conakry/New York/Conakry	3 099
19. Minister of Water and Forests, Côte d'Ivoire	Abidjan/San José/Abidjan	10 916
20. Chair, Agency for Civil Affairs, Kazakhstan	Nur-Sultan/Stockholm/Copenhagen/Nur-Sultan	1 540
21. UNDP Goodwill Ambassador, Denmark	Los Angeles/New York/Los Angeles	2 168
22. UNDP Goodwill Ambassador, Denmark	New York/Springhill	4 000
23. Minister of Women, Children and Youth, Ethiopia	Addis Ababa/Kigali/Addis Ababa	164
24. Director General, Sovereign Fund for Strategic Investments, Senegal	Dubai/Antananarivo/Dubai	1 379
25. Vice-Minister of National Economy, Kazakhstan	Nur-Sultan/Almaty/Nur-Sultan	675
26. Minister to the Presidency, Senegal	Dakar/Abidjan/Dakar	912
27. Secretary-General, Ministry of Health, Morocco	Casablanca/Barcelona/Casablanca	1 094
28. Secretary-General, General Affairs and Governance, Morocco	Casablanca/Barcelona/Casablanca	1 094

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
29. Vice-President, Costa Rica	San José/Santiago/San José	1 782
30. Deputy Minister, Decentralization and Social Cohesion, Burkina Faso	Ouagadougou/Accra/Ouagadougou	415
31. Minister of Local Government, Egypt	Cairo/Amman/Cairo	152
32. Deputy Minister of Planning, Egypt	Cairo/Amman/Riyadh	505
33. Manager, Executive Bureau of Aid Absorption, Egypt	Cairo/Amman/Cairo	152
34. Vice Minister of Trade and Industry, Yemen	Aden/Amman/Aden	194
35. Minister of Planning and International Cooperation, Yemen	Amman/Casablanca/Dubai	166
36. Cabinet Minister, Jordan	Amman/Casablanca/Amman	1 155
37. UNDP Goodwill Ambassador for Climate Action, Arab States	Beirut/Rome/Beirut	1 210
Exceptions authorized for medical reasons		
38. Consultant, UNDP	New York/Tbilisi/New York	1 427
39. Actor, Syrian Arab Republic	Cairo/Tokyo/Cairo	4 378
Exceptions authorized owing to the unavailability of regular standards of accommodation		
40. Regional Technical Adviser	Suva/Vaiaku	52
41. Director of Climate Change, Tuvalu	Funafuti/New York/Funafuti	120
Total		78 966

Annex VIII

Exceptions authorized for the United Nations Children's Fund, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
First class		
Exceptions authorized owing to the unavailability of regular standards of accommodation		
1. Actress, United Nations Children's Fund (UNICEF) Goodwill Ambassador	Atlanta/New York/Atlanta	600
2. Brother of UNICEF Goodwill Ambassador	Atlanta/New York/Atlanta	810
Business class		
Exceptions authorized for medical reasons		
3. Consultant, UNICEF	New York/Frankfurt/Turin/Munich/Bonn/ Zurich/New York	2 918
Exceptions authorized owing to the prominence of the travellers		
4. Former Special Rapporteur, Executive Chair, Sanitation and Water for All	Lisbon/New York/Washington, D.C./ New York/Lisbon	443
5. Professor of Epidemiology, Federal University of Pelotas, Brazil	Pelotas/New York/Pelotas	3 077
6. Immunization Manager, Ministry of Health and Social Welfare, United Republic of Tanzania	Dar es Salaam/Nairobi/New York/Nairobi/ Dar es Salaam	1 581
7. Former Director of Surveillance and Health Quarantine, Ministry of Health, Indonesia	Jakarta/Hong Kong/New York/Hong Kong/ Jakarta	3 431
8. Executive Director, International Institute for Primary Health Care, Ethiopia	Addis Ababa/New York/Addis Ababa	2 971
9. Independent task force member	London/New York	5 737
10. Singer, songwriter, UNICEF Goodwill Ambassador	London/Beirut/Shanghai	4 792
11. Member of the Fund Steering Committee, Fund to End Violence Against Children	Bangkok/Abu Dhabi/New York/Los Angeles/ Bangkok	3 117
Total		29 476

Annex IX

Exceptions authorized for the United Nations Population Fund, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the unavailability of regular standards of accommodation		
1. Data Specialist Consultant	Adelaide/Paro/Adelaide	87
2. Health Technical Adviser	Panama City/Tegucigalpa/Panama City	235
Exceptions authorized owing to the eminence of the travellers		
3. President, Seychelles	Victoria/Nairobi/Victoria	3 119
4. Prime Minister, Eswatini	Manzini/Nairobi/Manzini	1 547
Exceptions authorized owing to the prominence of the travellers		
5. Member, Oversight Advisory Committee, United Nations Population Fund (UNFPA)	London/New York/London	4 467
6. Chief Foreign Correspondent, Columbia Broadcasting System (CBS)	Los Angeles/New York/Los Angeles	1 312
7. Minister of Women, Chad	N'Djamena/Accra/N'Djamena	1 462
8. Minister of Health, Guinea	Conakry/Accra/Conakry	1 533
9. Minister of Social Action, Guinea	Conakry/Ouagadougou/Conakry	1 147
10. Minister of Promotion of Women, Mali	Bamako/Ouagadougou/Bamako	180
11. Minister of Women, Chad	N'Djamena/Accra/N'Djamena	1 280
12. Minister of Social Solidarity, Egypt	Cairo/Beirut/Cairo	235
13. Assistant Secretary-General, Head of Social Affairs Sector, League of Arab States	Cairo/Beirut/Cairo	218
14. Oversight Advisory Committee Member, UNFPA	London/New York/London	5 354
15. Former Minister of State, United Republic of Tanzania	Dar es Salaam/Johannesburg/Dar es Salaam	825
16. Former Minister of Housing and Urban Development, Nigeria	Akure/Kigali/Akure	904
17. Secretary of the State, Burkina Faso	Ouagadougou/Dakar/Ouagadougou	297
18. Minister of Planning and Land Management, Mali	Bamako/Kigali/Bamako	3 161
19. Minister of Public Health, Mali	Bamako/Kigali/Bamako	3 161
20. Minister of Education, Mali	Bamako/Dakar/Bamako	593
21. Minister of Promotion of Women, Mali	Bamako/Dakar/Bamako	593
22. Secretary-General for Religious Affairs, Guinea	Conakry/Dakar/Conakry	720
23. Minister of Culture, Guinea	Conakry/Dakar/Conakry	720
24. Acting Minister, Timor-Leste	Bangkok/Denpasar/Bangkok	408
25. Minister of Youth and Sports, Tunisia	Tunis/Casablanca/Tunis	120
26. Minister of Youth, Guinea	Conakry/Abidjan/Conakry	655
27. Deputy of the Senate of Parliament, Kazakhstan	Almaty/Nur-Sultan/Almaty	157
28. Secretary-General, Council of Ministers, Iraq	Baghdad/Cairo/Baghdad	240
29. Minister of Planning for the Kurdistan Regional Government, Iraq	Erbil/Cairo/Erbil	410
30. Minister of Planning, Iraq	Baghdad/Cairo/Baghdad	240

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
31. Minister of Health, Syrian Arab Republic	Beirut/Geneva/Beirut	436
32. Minister of Women, Senegal	Dakar/Niamey/Dakar	633
33. Former Deputy Executive Director, UNFPA	Paris/Antalya/Paris	1 050
34. Minister of Health and Population, Egypt	Cairo/Accra/Cairo	790
35. Minister of Social Action, Togo	Lomé/Niamey/Lomé	162
36. Minister of Social Action, Guinea	Conakry/Niamey/Conakry	2 015
37. Minister of Youth and Sports, Iraq	Baghdad/Tunis/Baghdad	1 382
38. Oversight Advisory Committee Member, UNFPA	London/Dakar/London	2 535
39. Minister of Foreign Affairs and Worship, Haiti	Port-au-Prince/San José/Port-au-Prince	1 500
40. Former Minister of Administrative Reform and Civil Service, Guinea	Conakry/Nairobi/Conakry	2 535
41. Former Minister of Social Affairs and Promotion of Women and Children, Guinea	Conakry/Nairobi/Conakry	2 535
42. Minister of Health, Guinea	Conakry/Nairobi/Conakry	2 755
43. Minister of Teaching Techniques, Guinea	Conakry/Nairobi/Conakry	2 755
44. Minister of Youth, Guinea	Conakry/Nairobi/Conakry	2 755
45. Minister of Planning and Development, Guinea	Conakry/Nairobi/Conakry	2 755
46. Minister of Environment, Guinea	Conakry/Nairobi/Conakry	2 535
47. Minister of Planning and Economic Development, Chad	N'Djamena/Nairobi/N'Djamena	3 119
48. Former Minister of Social Action, Chad	N'Djamena/Nairobi/N'Djamena	3 119
49. Minister for the Promotion of Women, Mali	Bamako/Nairobi/Bamako	1 547
50. Minister of Health, Mali	Bamako/Nairobi/Bamako	1 547
51. Minister of Foreign Affairs, Mali	Bamako/Nairobi/Bamako	1 547
52. Minister of Planning and Development, Mali	Bamako/Nairobi/Bamako	1 547
53. Former Minister for the Promotion of Women, Children and the Family, Mali	Bamako/Nairobi/Bamako	1 870
54. Minister of Health, United Republic of Tanzania	Dar es Salaam/Nairobi/Dar es Salaam	1 014
55. Chairman of the Senate Committee, Uzbekistan	Tashkent/Nairobi/Tashkent	1 463
56. Minister, Malawi	Lilongwe/Nairobi/Lilongwe	801
57. Minister of Health, Zambia	Lusaka/Nairobi/Lusaka	801
58. Minister of National Development and Planning, Zambia	Lusaka/Nairobi/Lusaka	1 159
59. Minister of Health and Population, Congo	Brazzaville/Nairobi/Brazzaville	1 806
60. Minister of Youth and Sports, Mozambique	Maputo/Nairobi/Maputo	1 585
61. Minister of Social Affairs, Benin	Cotonou/Nairobi/Cotonou	280
62. Minister of Health, Rwanda	Kigali/Nairobi/Kigali	1 821
63. Minister of Health, Central African Republic	Bangui/Nairobi/Bangui	1 821
64. Minister of Planning, Economy and Cooperation, Central African Republic	Bangui/Nairobi/Bangui	1 821
65. Minister of Promotion of Youth, Central African Republic	Bangui/Nairobi/Bangui	1 821
66. Minister of Livestock and Fisheries, Zambia	Lusaka/Nairobi/Lusaka	255
67. Chairperson of the National Council, Namibia	Windhoek/Nairobi/Windhoek	3 935

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
68. Minister of Women and Family, Djibouti	Djibouti/Nairobi/Djibouti	336
69. Minister of Women Affairs, Zimbabwe	Harare/Nairobi/Harare	2 274
70. Minister of Planning, Ghana	Accra/Nairobi/Accra	700
71. Assistant Secretary-General, League of Arab States	Cairo/Nairobi/Cairo	700
72. Secretary-General, League of Arab States	Cairo/Nairobi/Cairo	700
73. Minister of Finance, Uganda	Entebbe/Nairobi/Entebbe	1 285
74. Minister of Health and Child Care, Zimbabwe	Harare/Nairobi/Harare	1 041
75. Minister of Population, Madagascar	Tenerife/Nairobi/Tenerife	489
76. Minister of Health and Population, Egypt	Cairo/Nairobi/Cairo	546
77. Minister of Economic Planning and Development, Eswatini	Manzini/Nairobi/Manzini	2 755
78. Minister of Health and Social Affairs, Seychelles	Victoria/Nairobi/Victoria	3 119
79. Minister of Health, Comoros	Moroni/Nairobi/Moroni	1 292
80. Minister of Social Affairs and Labour, Yemen	Amman/Nairobi/Riyadh	520
Total		114 942

Annex X**Exceptions authorized for the United Nations Capital Development Fund, 1 July 2018–30 June 2020**

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the prominence of the travellers		
1. Minister of Local Government and Rural Development, Ghana	Accra/Paris/Accra	4 451
Total		4 451

Annex XI

Exceptions authorized for the Office of the United Nations High Commissioner for Refugees, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to arduous journeys		
1. Consultant, Office of the United Nations High Commissioner for Refugees (UNHCR)	Geneva/Entebbe/Geneva	2 860
Exceptions authorized owing to the prominence of the travellers		
2. Deputy Minister, Labour and Social Affairs, Afghanistan	Kabul/Geneva/Kabul	1 310
3. Member and Co-Chair, High-level Panel on Internal Displacement	Brussels/Geneva/Brussels	1 000
4. Advocate, maternal and newborn health	New York/Geneva/New York	5 228
Exceptions authorized for medical reasons		
5. Senior Desk Officer, UNHCR	Geneva/Islamabad/Geneva	4 368
6. Security Officer, UNHCR	Geneva/Amman	3 164
7. Expert Advisory Group Member, High-level Panel on Internal Displacement	London/Geneva/London	900
Total		18 830

Annex XII

Exceptions authorized for the United Nations Environment Programme, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to medical conditions		
1. Distinguished Professor, Director of the Urban Futures Studio, Utrecht University	Amsterdam/Nairobi/Amsterdam	2 512
Exceptions authorized owing to the unavailability of regular standards of accommodation		
2. Programme Officer	Bangkok/Vaiaku/Bangkok	6 616
3. Consultant	Honolulu/Vaiaku/Honolulu	3 880
Exceptions authorized owing to the eminence of the travellers		
4. Prime Minister, Tuvalu	Vaiaku/Singapore/Vaiaku	3 842
Exceptions authorized owing to the prominence of the travellers		
5. Vice-President, United Nations Environment Assembly and Minister of Environmental Affairs, South Africa	Johannesburg/Tallinn/Johannesburg	4 310
6. Vice-President, United Nations Environment Assembly and Minister of Forests, the Sea and the Environment, Gabon	Libreville/Tallinn/Libreville	5 050
7. Vice-President, United Nations Environment Assembly and Minister of Health and the Environment, Antigua and Barbuda	Saint John's/Tallinn/Saint John's	5 600
8. UNEP Goodwill Ambassador, India	Geneva/New York City/Geneva	4 104
9. Indian model, actress and producer	Munich/New York/Mumbai	5 782
10. Former State Secretary, Germany	Berlin/Philadelphia/New York/Berlin	5 480
11. President, United Nations Environment Assembly and Minister of Environment, Estonia	Luxembourg/Buenos Aires/Luxembourg	5 946
12. Distinguished Professor of Urban Futures, Utrecht University, Netherlands	Amsterdam/Yokohama/Amsterdam	2 490
13. Co-Chair, International Resource Panel, UNEP	Brussels/Tokyo/Brussels	2 872
14. Co-Chair, International Resource Panel, UNEP	Brasilia/Yokohama/Brasilia	4 551
15. President, United Nations Environment Assembly	Tallinn/Sharm el-Sheikh/Tallinn	1 833
16. Founder and Chairman, Munasinghe Institute for Development, Sri Lanka	Colombo/Paris/Colombo	1 650
17. Former State Secretary, Germany	Bonn/Cologne/Washington, D.C./Berlin	4 208
18. President, United Nations Environment Assembly	Tallinn/Singapore/Tallinn	3 406
19. President, United Nations Environment Assembly	Geneva/Nairobi/Tallinn	4 582
20. Former State Secretary, Germany	Frankfurt/San José/New York/Berlin	2 491
21. Goodwill Ambassador, UNEP	Geneva/Nairobi/Geneva	4 311
22. Former State Secretary, Germany	Berlin/Nairobi/Berlin	1 637
23. Co-Chair, International Resource Panel, UNEP	Brasilia/Nairobi/Brasilia	5 600
24. President, United Nations Environment Assembly	Tallinn/Nairobi/Tallinn	2 533
25. Co-Chair, International Resource Panel, UNEP	Brussels/Nairobi/Brussels	4 100
26. Executive Director-Designate	Geneva/Nairobi/Geneva	3 101

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
27. Model and actress, Indonesia	Singapore/Nairobi/Singapore	1 752
28. Minister of Environment, Nigeria	Abuja/London/Abuja	1 113
29. Minister, Niger Delta Affairs, Niger	Abuja/London/Abuja	1 566
30. Communications Officer, UNEP	Nairobi/Bangkok/Nairobi	1 420
31. Co-Chair, International Resource Panel, UNEP	Brasilia/New Delhi/Brasilia	1 870
32. Co-Chair, International Resource Panel, UNEP	Ljubljana/New York/Ljubljana	3 341
33. Co-Chair, International Resource Panel, UNEP	Rio de Janeiro/New York/Rio de Janeiro	495
34. Co-Chair, International Resource Panel, UNEP	Brasilia/Ljubljana/Brasilia	336
Total		114 380

Annex XIII

Exceptions authorized for the United Nations Human Settlements Programme, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to medical conditions		
1. Professor, Technical University of Munich	Munich/Nairobi/Munich	599
2. President and founder, Pineda Foundation	San Francisco/Abu Dhabi/San Francisco	1 200
Exceptions authorized owing to the prominence of the travellers		
3. Minister, Côte d'Ivoire	Abidjan/Dakar/Abidjan	1 585
4. Former Special Rapporteur on adequate housing as a component of the right to an adequate standard of living, and on the right to non-discrimination in this context	New Delhi/Madrid/Caceres	3 057
5. Architect/Director, Elemental	Santiago/Madrid/Caceres	5 990
6. United Nations Human Settlements Programme Goodwill Ambassador	London/Nairobi/Paris/London	2 020
7. Editor-at-Large, Thomson Reuters	London/Nairobi/London	1 674
8. Female kora virtuoso, distinguished vocalist, activist, composer and educator, Gambia	London/Nairobi/London	1 674
9. Architect and Professor, Massachusetts Institute of Technology	Boston/Venice/Boston	3 600
10. Architect and Partner, Studio Daniel Libeskind	New York/Abu Dhabi/New York	10 000
11. Professor, University College London	London/Abu Dhabi/London	1 273
12. Secretary of State, Ministry of Land Management, Urban Planning and Construction, Cambodia	Phnom Penh/Bangkok/Abu Dhabi/Bangkok/Phnom Penh	1 123
Total		33 794

Annex XIV

Exceptions authorized for the United Nations Office on Drugs and Crime, 1 July 2018–30 June 2020

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the prominence of the travellers		
1. Deputy Minister of Interior, Mozambique	Maputo/Dar es Salaam/Maputo	819
2. Deputy Minister of Police, South Africa	Johannesburg/Dar es Salaam/Johannesburg	608
3. Minister of Home Affairs, Seychelles	Pointe Larue/Colombo/Pointe Larue	1 696
4. Minister of Home Affairs, Maldives	Malé/Colombo/Malé	285
5. Deputy Minister for Political Affairs, Afghanistan	Kabul/Istanbul/Vienna/Istanbul	1 320
6. Deputy Minister of Police, South Africa	Johannesburg/Maputo/Johannesburg	190
7. Head of Central Auditing Organization, Egypt	Cairo/London/New York/London/Cairo	1 036
8. Minister of Investment and International Cooperation, Egypt	Cairo/London/New York/London/Cairo	1 036
9. Chairman of the Board of Trustees, Egypt	Cairo/London/New York/London/Cairo	1 036
10. Attorney-General, Egypt	Cairo/London/New York/London/Cairo	1 036
11. Deputy Minister of Foreign Affairs, Kyrgyzstan	Frankfurt/Tashkent	114
12. Minister of Foreign Affairs, Tajikistan	Dushanbe/Tashkent/Almaty	302
13. Chairman, National Dialogue Preparatory Commission, Libya	Misrata/Tunis/Cairo/Tunis/Misrata	356
Total		9 834

Annex XV

**Exception authorized for the International Residual
Mechanism for Criminal Tribunals, 1 July 2018–30 June 2020**

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the prominence of the travellers		
1. Honourable Justice (Retired), Canada	Toronto/Amsterdam/Arusha/Amsterdam/ Toronto	4 700
Total		4 700

Annex XVI

Summary of standards of accommodation applicable to types of United Nations travellers/categories of United Nations travel

<i>Traveller type</i>	<i>Traveller subtype</i>	<i>Travel category</i>	<i>Standard of accommodation</i>
Staff	Deputy Secretary-General, Under-Secretary-General, Assistant Secretary-General (and eligible family members)	All	Business class
	Below Assistant Secretary-General level (and eligible family members)	All official business (except travel for training and medical and security evacuations)	Economy class, if under 9 hours (direct) or 11 hours (indirect); business class, if above those thresholds
		Human resources travel (e.g., appointment, assignment or separation)	
		Official business travel for training and medical and security evacuations	Economy class
Secretary-General (and eligible family members)		All	First class
	President of the General Assembly	All	First class
Other authorized United Nations travellers who are not staff members	All ^a	All	Economy class

^a Standard of accommodation for the air travel of members of organs and/or subsidiary organs, committees, councils and commissions of the United Nations shall be based on the provisions of the Secretary-General's bulletin [ST/SGB/107/Rev.6](#).