



8 November 2024

Administrative instruction

Consultants and individual contractors

1. The Under-Secretary-General for Management Strategy, Policy and Compliance, pursuant to section 4.2 of Secretary-General's bulletin [ST/SGB/2009/4](#), hereby amends administrative instruction [ST/AI/2013/4](#), entitled "Consultants and individual contractors", as follows:
2. Section 3.7 (a) is replaced by the following text:
 - (a) A former or retired staff member shall not be engaged on an individual contract within one month from the date of separation from service. In case the separation was on mutually agreed terms, the former staff member shall not be engaged on an individual contract before the expiration of the period for which the payment has been made of (i) a termination indemnity, (ii) an additional termination indemnity, if any, and (iii) compensation in lieu of notice, if applicable;
3. The present instruction shall enter into force on the date of its issuance.

(Signed) Catherine **Pollard**
Under-Secretary-General for Management Strategy,
Policy and Compliance

