

**Secretariat**

9 August 2000

Information circular*

To: Members of the staff at Headquarters
From: The Assistant Secretary-General for Human Resources Management
Subject: **Revised salary scales for staff in the General Service, Security Service, and Public Information Assistant categories at Headquarters****

1. In accordance with article 12 of its statute, the International Civil Service Commission (ICSC) undertook a comprehensive survey of the best-prevailing conditions of employment in New York for the purpose of making recommendations to the Secretary-General on salary scales of staff in the General Service and related categories at Headquarters. Representatives of the Administration and the staff actively participated in all aspects of the survey, including, inter alia, the selection of employers and jobs to be surveyed and the subsequent collection and analysis of data. The Commission completed its work at its July/August 2000 session and has made its recommendations.

2. I am pleased to announce that, based on the recommendations of the Commission, as contained in its report for the July/August 2000 session, the Secretary-General has decided to promulgate the revised salary scales for staff in the General Service, Security Service and Public Information Assistant categories at Headquarters as proposed by ICSC. The Secretary-General has further decided that these scales should be implemented with effect from 1 May 2000, since salary data collected by the Commission relate to that month. The revised salary scales are set out in annexes I and II to the present information circular.

3. The Commission concluded that the results of the survey for the General Service category warranted a 2.92 per cent increase over current net salaries (1 January 1999). The Secretary-General has approved a salary scale, effective 1 January 2000, to reflect the 2.00 per cent cost-of-living adjustment, which was warranted in January 2000. The remaining amount has been incorporated into a revised salary scale approved for the General Service, with effect from 1 May 2000.

4. The analysis of the data collected for the Security Service resulted in an overall increase of 7.66 per cent over current net salaries (1 January 1999). Thus, in

* The present circular will be in effect until further notice.

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accordance with procedures established for the General Service category, a salary scale has been approved, with effect from 1 January 2000, to reflect the payment of the 2.00 per cent cost-of-living adjustment which was warranted in January 2000. The remaining amount has been incorporated into a revised salary scale approved for the Security Service, with effect from 1 May 2000.

5. The survey conducted for the Public Information Assistants was unable to identify comparators with which to make viable comparisons in the New York labour market. Consequently, in view of the continuing difficulties encountered in surveying Public Information Assistants, the Commission has recommended that the salary scale for this group of staff be reviewed in the light of the decisions taken on the salary survey for the New York General Service category. On that basis, the Secretary-General has also approved a 2.92 per cent increase for this category of staff. A new salary scale is being approved, with effect from 1 January 2000, to reflect the payment of the 2.00 per cent cost-of-living adjustment which was warranted in January 2000. A revised salary scale has also been approved, with effect from 1 May 2000, to reflect the remaining amount.

6. The survey exercise for the Trades and Crafts is nearing completion. Data are being awaited from certain comparator employers. The analysis will be completed as soon as the data are received and will be presented to the Chairman of ICSC for final review and approval, as delegated to him by the Commission.

7. With regard to the Language Teachers survey, the Commission has indicated that every effort should be made to enhance employer participation. The results of this survey will be presented at the next session of the Commission. However, ICSC recommended that the 2.00 per cent cost-of-living adjustment which was warranted in January 2000 should be granted, with effect from 1 January 2000; the salary scale for this category of staff will be announced separately.

8. The amounts of the dependency allowances are recalculated in the context of the salary survey. In this connection, the Commission recommended the revision of the amounts of dependency allowances for the General Service and related categories in New York on the basis of tax abatements provided under United States federal, state and city fiscal legislation. The revised amounts of dependency allowances are \$1,803 for dependent child and \$1,303 for secondary dependant, effective 1 May 2000, which is the reference month of the survey. The dependency allowances for dependent spouse and for the first dependent child of a single, widowed or divorced staff member remain unchanged.

9. The implementation of the revised salary scales in the preceding paragraphs will be reflected at the end of August 2000. Those former staff members who left the service of the United Nations between 1 January and 31 July 2000 will be eligible to receive the retroactive increases that have resulted from the implementation of the revised salaries upon presentation of a written claim to their former executive offices. Such claims must be made within one year of the date of issuance of the present information circular.

Annex I

Salary scales for staff in the General Service, Security Service and Public Information Assistant categories at Headquarters — effective 1 January 2000

A. Salary scale for staff in the General Service category at Headquarters

(United States dollars)

Effective 1 January 2000

		S T E P S										
Level		I	II	III	IV	V	VI	VII	VIII	IX	X	XI
7	(Gross)	51 727	53 799	55 870	57 942	60 014	62 236	64 458	66 680	68 901	71 123	73 345*
	(Gross pension)	50 687	52 678	54 669	56 659	58 650	60 641	62 638	64 708	66 780	68 852	70 923*
	(Total net)	40 278	41 811	43 344	44 877	46 410	47 943	49 476	51 009	52 542	54 075	55 608*
	(Net pension)	40 278	41 811	43 344	44 877	46 410	47 943	49 476	51 009	52 542	54 075	55 608*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
6	(Gross)	46 564	48 435	50 307	52 178	54 050	55 922	57 793	59 665	61 648	63 655	65 662*
	(Gross pension)	45 725	47 523	49 322	51 121	52 919	54 717	56 516	58 314	60 113	61 911	63 759*
	(Total net)	36 457	37 842	39 227	40 612	41 997	43 382	44 767	46 152	47 537	48 922	50 307*
	(Net pension)	36 457	37 842	39 227	40 612	41 997	43 382	44 767	46 152	47 537	48 922	50 307*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
5	(Gross)	41 868	43 562	45 257	46 951	48 646	50 341	52 035	53 730	55 424	57 119	58 814*
	(Gross pension)	41 216	42 844	44 470	46 098	47 726	49 354	50 982	52 610	54 238	55 865	57 493*
	(Total net)	32 982	34 236	35 490	36 744	37 998	39 252	40 506	41 760	43 014	44 268	45 522*
	(Net pension)	32 982	34 236	35 490	36 744	37 998	39 252	40 506	41 760	43 014	44 268	45 522*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
4	(Gross)	37 739	39 210	40 709	42 241	43 772	45 303	46 834	48 365	49 896	51 427	52 958*
	(Gross pension)	37 152	38 624	40 096	41 568	43 039	44 511	45 983	47 455	48 927	50 399	51 871*
	(Total net)	29 859	30 992	32 125	33 258	34 391	35 524	36 657	37 790	38 923	40 056	41 189*
	(Net pension)	29 859	30 992	32 125	33 258	34 391	35 524	36 657	37 790	38 923	40 056	41 189*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
3	(Gross)	34 039	35 377	36 714	38 052	39 390	40 757	42 149	43 541	44 932	46 324	47 716*
	(Gross pension)	33 455	34 793	36 131	37 468	38 805	40 143	41 480	42 818	44 155	45 492	46 830*
	(Total net)	27 010	28 040	29 070	30 100	31 130	32 160	33 190	34 220	35 250	36 280	37 310*
	(Net pension)	27 010	28 040	29 070	30 100	31 130	32 160	33 190	34 220	35 250	36 280	37 310*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
2	(Gross)	30 713	31 921	33 129	34 336	35 544	36 752	37 960	39 168	40 391	41 647*	
	(Gross pension)	30 181	31 335	32 543	33 751	34 960	36 168	37 376	38 585	39 794	41 001*	
	(Total net)	24 449	25 379	26 309	27 239	28 169	29 099	30 029	30 959	31 889	32 819*	
	(Net pension)	24 449	25 379	26 309	27 239	28 169	29 099	30 029	30 959	31 889	32 819*	
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
1	(Gross)	27 705	28 796	29 887	30 978	32 069	33 160	34 251	35 342	36 432*		
	(Gross pension)	27 323	28 361	29 398	30 435	31 485	32 576	33 668	34 759	35 850*		
	(Total net)	22 133	22 973	23 813	24 653	25 493	26 333	27 173	28 013	28 853*		
	(Net pension)	22 133	22 973	23 813	24 653	25 493	26 333	27 173	28 013	28 853*		
	(NPC)	0	0	0	0	0	0	0	0	0	0*	

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Dependency allowances (US\$ net per annum):

Child (for staff who become eligible on or after 1 February 1999)	1 068
Child (for eligible staff on board and already in receipt of amount prior to 1 February 1999)	1 236
Except for first dependent child of a single, widowed or divorced staff member	3 038
Dependent spouse	3 038
Secondary dependant	1 181

Language allowances (to be included in pensionable remuneration):

First language	1,644 net per annum.
Second language	822 net per annum.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

* Long-service step:

Step XI at levels G-3 to G-7, step X at level G-2 and step IX at level G-1 are long-service steps.

The qualifying criteria for in-grade increases to the long-service step are as follows:

- (a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
- (b) The staff member's service should have been satisfactory.

Gross:	Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.
Gross pension:	Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.
Net pension:	Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.
Total net:	Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.
NPC:	Non-pensionable component is that part of net salary excluded from the application of staff assessment in the determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

B. Salary scale for staff in the Security Service category at Headquarters

(United States dollars)

Effective 1 January 2000

		S T E P S												
Level		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
7	(Gross)	63 613	66 161	68 709	71 257	73 804	76 352	78 900	81 448	83 996*				
	(Gross pension)	61 871	64 222	66 598	68 975	71 351	73 727	76 104	78 479	80 856*				
	(Total net)	48 893	50 651	52 409	54 167	55 925	57 683	59 441	61 199	62 957*				
	(Net pension)	48 893	50 651	52 409	54 167	55 925	57 683	59 441	61 199	62 957*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
6	(Gross)	58 849	61 141	63 516	65 891	68 267	70 642	73 017	75 393	77 768*				
	(Gross pension)	57 527	59 657	61 786	63 973	66 188	68 404	70 619	72 835	75 050*				
	(Total net)	45 548	47 187	48 826	50 465	52 104	53 743	55 382	57 021	58 660*				
	(Net pension)	45 548	47 187	48 826	50 465	52 104	53 743	55 382	57 021	58 660*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
5	(Gross)	54 312	56 197	58 082	59 968	61 987	64 009	66 030	68 052	70 074*				
	(Gross pension)	53 173	55 149	57 125	59 100	61 076	63 075	65 132	67 187	69 243*				
	(Total net)	42 191	43 586	44 981	46 376	47 771	49 166	50 561	51 956	53 351*				
	(Net pension)	42 191	43 586	44 981	46 376	47 771	49 166	50 561	51 956	53 351*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
4	(Gross)	49 711	51 596	53 481	55 366	57 251	59 136	61 096	63 117	65 139*				
	(Gross pension)	48 746	50 559	52 370	54 182	55 994	57 806	59 618	61 430	63 273*				
	(Total net)	38 786	40 181	41 576	42 971	44 366	45 761	47 156	48 551	49 946*				
	(Net pension)	38 786	40 181	41 576	42 971	44 366	45 761	47 156	48 551	49 946*				
	(NPC)	0	0	0	0	0	0	0	0	0*				
3	(Gross)	46 524	48 004	49 484	50 964	52 443	53 923	55 403	56 882	58 362	59 842	61 417*		
	(Gross pension)	45 686	47 108	48 530	49 952	51 375	52 797	54 219	55 640	57 063	58 485	59 907*		
	(Total net)	36 428	37 523	38 618	39 713	40 808	41 903	42 998	44 093	45 188	46 283	47 378*		
	(Net pension)	36 428	37 523	38 618	39 713	40 808	41 903	42 998	44 093	45 188	46 283	47 378*		
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*		
2	(Gross)	41 907	43 245	44 582	45 920	47 258	48 596	49 934	51 272	52 609	53 947	55 285	56 623	57 961*
	(Gross pension)	41 245	42 531	43 818	45 104	46 390	47 676	48 963	50 250	51 536	52 822	54 108	55 395	56 681*
	(Total net)	33 011	34 001	34 991	35 981	36 971	37 961	38 951	39 941	40 931	41 921	42 911	43 901	44 891*
	(Net pension)	33 011	34 001	34 991	35 981	36 971	37 961	38 951	39 941	40 931	41 921	42 911	43 901	44 891*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0	0	0*
1	(Gross)	37 382	38 532											
	(Gross pension)	36 816	37 947											
	(Total net)	29 584	30 470											
	(Net pension)	29 584	30 470											
	(NPC)	0	0											

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Dependency allowances (US\$ net per annum):

Child (for staff who become eligible on or after 1 February 1999)	1 068
Child (for eligible staff on board and already in receipt of amount prior to 1 February 1999)	1 236
Except for first dependent child of a single, widowed or divorced staff member	3 038
Dependent spouse	3 038
Secondary dependant	1 181

Language allowances (to be included in pensionable remuneration):

First language	1,644 net per annum.
Second language	822 net per annum.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

* Long-service step:

Step IX at levels S-4 to S-7, step XI at level S-3 and step XIII at level S-2 are long-service steps.

The qualifying criteria for in-grade increases to the long-service step are as follows:

- (a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
- (b) The staff member's service should have been satisfactory.

Gross:	Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.
Gross pension:	Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.
Net pension:	Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.
Total net:	Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.
NPC:	Non-pensionable component is that part of net salary excluded from the application of staff assessment in the determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

C. Salary scale for staff in the Public Information Assistant and Tour Coordinator/Supervisor category at Headquarters

(United States dollars)

Effective 1 January 2000

Level		S T E P S				
		I	II	III	IV	V
Tour Coordinator/Supervisor and Briefing Assistant ^a	(Gross)	45 561	47 836	50 112	52 388	54 664
	(Gross pension)	44 761	46 948	49 135	51 322	53 509
	(Total net)	35 715	37 399	39 083	40 767	42 451
	(Net pension)	35 715	37 399	39 083	40 767	42 451
	(NPC)	0	0	0	0	0
Public Information Assistant II and Tour Coordinator	(Gross)	40 062	41 816	43 570	45 324	47 078
	(Gross pension)	39 477	41 162	42 848	44 533	46 218
	(Total net)	31 646	32 944	34 242	35 540	36 838
	(Net pension)	31 646	32 944	34 242	35 540	36 838
	(NPC)	0	0	0	0	0
Public Information Assistant I	(Gross)	36 836	38 377			
	(Gross pension)	36 253	37 794			
	(Total net)	29 164	30 350			
	(Net pension)	29 164	30 350			
	(NPC)	0	0			

^a Includes Briefing Assistant as at 1 September 1991.

Reserve guides are paid by the day in accordance with the above rates.

Increments: salary increments within the levels shall be effective on the first day of the pay period in which satisfactory service requirements are completed, as follows:

Public Information Assistant I	6 months
Public Information Assistant II	12 months

No increments shall be paid in the case of staff members whose service will cease during the month in which the increment would ordinarily have been due.

Dependency allowances (US\$ net per annum):

Child	
(for staff who become eligible on or after	
1 February 1999)	1 068
Child	
(for eligible staff on board and already in receipt of	
amount prior to 1 February 1999)	1 236
Except for first dependent child of a single, widowed	
or divorced staff member	3 038

Dependent spouse	3 038
Secondary dependant	1 181

Language allowance: not entitled.

Gross:	Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.
Gross pension:	Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.
Net pension:	Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.
Total net:	Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.
NPC:	Non-pensionable component is that part of net salary excluded from the application of staff assessment in the determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

Annex II

Salary scales for staff in the General Service, Security Service and Public Information Assistant categories at Headquarters — effective 1 May 2000

A. Salary scale for staff in the General Service category at Headquarters

(United States dollars)

Effective 1 May 2000

		S T E P S										
Level		I	II	III	IV	V	VI	VII	VIII	IX	X	XI
7	(Gross)	52 218	54 309	56 401	58 493	60 628	62 871	65 114	67 358	69 601	71 845	74 088*
	(Gross pension)	51 212	53 223	55 233	57 243	59 254	61 300	63 392	65 484	67 576	69 668	71 760*
	(Total net)	40 641	42 189	43 737	45 285	46 833	48 381	49 929	51 477	53 025	54 573	56 121*
	(Net pension)	40 641	42 189	43 737	45 285	46 833	48 381	49 929	51 477	53 025	54 573	56 121*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
6	(Gross)	47 007	48 896	50 785	52 674	54 564	56 453	58 342	60 248	62 274	64 300	66 326*
	(Gross pension)	46 204	48 020	49 836	51 651	53 467	55 282	57 098	58 914	60 743	62 633	64 522*
	(Total net)	36 785	38 183	39 581	40 979	42 377	43 775	45 173	46 571	47 969	49 367	50 765*
	(Net pension)	36 785	38 183	39 581	40 979	42 377	43 775	45 173	46 571	47 969	49 367	50 765*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
5	(Gross)	42 272	43 981	45 691	47 400	49 109	50 819	52 528	54 238	55 947	57 657	59 366*
	(Gross pension)	41 654	43 297	44 940	46 582	48 225	49 868	51 511	53 154	54 797	56 440	58 082*
	(Total net)	33 281	34 546	35 811	37 076	38 341	39 606	40 871	42 136	43 401	44 666	45 931*
	(Net pension)	33 281	34 546	35 811	37 076	38 341	39 606	40 871	42 136	43 401	44 666	45 931*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
4	(Gross)	38 087	39 574	41 104	42 651	44 199	45 746	47 293	48 841	50 388	51 935	53 482*
	(Gross pension)	37 558	39 045	40 532	42 019	43 506	44 993	46 480	47 967	49 454	50 941	52 428*
	(Total net)	30 127	31 272	32 417	33 562	34 707	35 852	36 997	38 142	39 287	40 432	41 577*
	(Net pension)	30 127	31 272	32 417	33 562	34 707	35 852	36 997	38 142	39 287	40 432	41 577*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
3	(Gross)	34 353	35 701	37 049	38 397	39 745	41 138	42 541	43 943	45 346	46 749	48 151*
	(Gross pension)	33 824	35 172	36 520	37 868	39 216	40 564	41 912	43 260	44 608	45 956	47 304*
	(Total net)	27 252	28 290	29 328	30 366	31 404	32 442	33 480	34 518	35 556	36 594	37 632*
	(Net pension)	27 252	28 290	29 328	30 366	31 404	32 442	33 480	34 518	35 556	36 594	37 632*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*
2	(Gross)	30 997	32 218	33 439	34 660	35 881	37 101	38 322	39 543	40 795	42 065*	
	(Gross pension)	30 468	31 689	32 910	34 130	35 351	36 572	37 793	39 014	40 234	41 455*	
	(Total net)	24 668	25 608	26 548	27 488	28 428	29 368	30 308	31 248	32 188	33 128*	
	(Net pension)	24 668	25 608	26 548	27 488	28 428	29 368	30 308	31 248	32 188	33 128*	
	(NPC)	0	0	0	0	0	0	0	0	0	0*	
1	(Gross)	27 962	29 065	30 168	31 270	32 373	33 475	34 578	35 681	36 783*		
	(Gross pension)	27 569	28 617	29 665	30 741	31 843	32 946	34 049	35 151	36 254*		
	(Total net)	22 331	23 180	24 029	24 878	25 727	26 576	27 425	28 274	29 123*		
	(Net pension)	22 331	23 180	24 029	24 878	25 727	26 576	27 425	28 274	29 123*		
	(NPC)	0	0	0	0	0	0	0	0	0*		

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Dependency allowances (US\$ net per annum):

Child	1 803
Except for first dependent child of a single, widowed or divorced staff member	3 038
Dependent spouse	3 038
Secondary dependant	1 303

Language allowances (to be included in pensionable remuneration):

First language	1,668 net per annum.
Second language	834 net per annum.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

* Long-service step:

Step XI at levels G-3 to G-7, step X at level G-2 and step IX at level G-1 are long-service steps.

The qualifying criteria for in-grade increases to the long-service step are as follows:

- (a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
- (b) The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: Non-pensionable component is that part of net salary excluded from the application of staff assessment in the determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

B. Salary scale for staff in the Security Service category at Headquarters

(United States dollars)

Effective 1 May 2000

		S T E P S												
Level		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
7	(Gross)	67 541	70 233	72 926	75 619	78 312	81 004	83 697	86 390	89 083*				
	(Gross pension)	65 654	68 165	70 676	73 187	75 697	78 208	80 719	83 230	85 741*				
	(Total net)	51 603	53 461	55 319	57 177	59 035	60 893	62 751	64 609	66 467*				
	(Net pension)	51 603	53 461	55 319	57 177	59 035	60 893	62 751	64 609	66 467*				
	(NPC)	0	0	0	0	0	0	0	0	0	0*			
6	(Gross)	62 426	64 935	67 443	69 952	72 461	74 970	77 478	79 987	82 496*				
	(Gross pension)	60 885	63 225	65 564	67 903	70 242	72 581	74 920	77 260	79 599*				
	(Total net)	48 074	49 805	51 536	53 267	54 998	56 729	58 460	60 191	61 922*				
	(Net pension)	48 074	49 805	51 536	53 267	54 998	56 729	58 460	60 191	61 922*				
	(NPC)	0	0	0	0	0	0	0	0	0	0*			
5	(Gross)	57 476	59 649	61 954	64 284	66 614	68 945	71 275	73 606	75 936*				
	(Gross pension)	56 266	58 354	60 445	62 618	64 791	66 964	69 137	71 310	73 483*				
	(Total net)	44 532	46 140	47 748	49 356	50 964	52 572	54 180	55 788	57 396*				
	(Net pension)	44 532	46 140	47 748	49 356	50 964	52 572	54 180	55 788	57 396*				
	(NPC)	0	0	0	0	0	0	0	0	0	0*			
4	(Gross)	52 616	54 608	56 600	58 592	60 626	62 762	64 899	67 035	69 171*				
	(Gross pension)	51 595	53 510	55 424	57 338	59 253	61 199	63 191	65 183	67 175*				
	(Total net)	40 936	42 410	43 884	45 358	46 832	48 306	49 780	51 254	52 728*				
	(Net pension)	40 936	42 410	43 884	45 358	46 832	48 306	49 780	51 254	52 728*				
	(NPC)	0	0	0	0	0	0	0	0	0	0*			
3	(Gross)	49 251	50 815	52 378	53 942	55 505	57 069	58 632	60 210	61 887	63 564	65 241*		
	(Gross pension)	48 362	49 864	51 367	52 869	54 372	55 875	57 377	58 880	60 383	61 946	63 510*		
	(Total net)	38 446	39 603	40 760	41 917	43 074	44 231	45 388	46 545	47 702	48 859	50 016*		
	(Net pension)	38 446	39 603	40 760	41 917	43 074	44 231	45 388	46 545	47 702	48 859	50 016*		
	(NPC)	0	0	0	0	0	0	0	0	0	0	0*		
2	(Gross)	44 378	45 791	47 203	48 615	50 027	51 439	52 851	54 264	55 676	57 088	58 500	59 912	61 420*
	(Gross pension)	43 679	45 036	46 393	47 750	49 107	50 464	51 821	53 179	54 536	55 893	57 250	58 607	59 964*
	(Total net)	34 840	35 885	36 930	37 975	39 020	40 065	41 110	42 155	43 200	44 245	45 290	46 335	47 380*
	(Net pension)	34 840	35 885	36 930	37 975	39 020	40 065	41 110	42 155	43 200	44 245	45 290	46 335	47 380*
	(NPC)	0	0	0	0	0	0	0	0	0	0	0	0	0*
1	(Gross)	39 512	40 758											
	(Gross pension)	38 982	40 199											
	(Total net)	31 224	32 161											
	(Net pension)	31 224	32 161											
	(NPC)	0	0											

12

Dependency allowances (US\$ net per annum):

Child	1 803
Except for first dependent child of a single, widowed or divorced staff member	3 038
Dependent spouse	3 038
Secondary dependant	1 303

Language allowances (to be included in pensionable remuneration):

First language	1,668 net per annum.
Second language	834 net per annum.

Increments: salary increments within the levels shall be awarded annually on the basis of satisfactory service.

* Long-service step:

Step IX at levels S-4 to S-7, step XI at level S-3 and step XIII at level S-2 are long-service steps.

The qualifying criteria for in-grade increases to the long-service step are as follows:

- (a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;
- (b) The staff member's service should have been satisfactory.

Gross: Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.

Gross pension: Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.

Net pension: Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.

Total net: Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.

NPC: Non-pensionable component is that part of net salary excluded from the application of staff assessment in the determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

C. Salary scale for staff in the Public Information Assistant and Tour Coordinator/Supervisor category at Headquarters

(United States dollars)

Effective 1 May 2000

Level		S T E P S				
		I	II	III	IV	V
Tour Coordinator/Supervisor and Briefing Assistant ^a	(Gross)	45 997	48 293	50 589	52 885	55 181
	(Gross pension)	45 234	47 441	49 647	51 854	54 060
	(Total net)	36 038	37 737	39 436	41 135	42 834
	(Net pension)	36 038	37 737	39 436	41 135	42 834
	(NPC)	0	0	0	0	0
Public Information Assistant II and Tour Coordinator	(Gross)	40 447	42 218	43 988	45 758	47 528
	(Gross pension)	39 901	41 602	43 303	45 004	46 706
	(Total net)	31 931	33 241	34 551	35 861	37 171
	(Net pension)	31 931	33 241	34 551	35 861	37 171
	(NPC)	0	0	0	0	0
Public Information Assistant I	(Gross)	37 178	38 732			
	(Gross pension)	36 649	38 203			
	(Total net)	29 427	30 624			
	(Net pension)	29 427	30 624			
	(NPC)	0	0			

^a Includes Briefing Assistant as at 1 September 1991.

Reserve guides are paid by the day in accordance with the above rates.

Increments: salary increments within the levels shall be effective on the first day of the pay period in which satisfactory service requirements are completed, as follows:

Public Information Assistant I	6 months
Public Information Assistant II	12 months

No increments shall be paid in the case of staff members whose service will cease during the month in which the increment would ordinarily have been due.

Dependency allowances (US\$ net per annum):

Child	1 803
Except for first dependent child of a single, widowed or divorced staff member	3 038
Dependent spouse	3 038
Secondary dependant	1 303

Language allowance: not entitled.

14	Gross:	Gross salaries have been derived through the application of staff assessment to total net salaries. Gross salaries are established for purposes of separation payments and as the basis for calculating tax reimbursements whenever United Nations salaries are taxed.
	Gross pension:	Gross pensionable salaries have been derived through application of staff assessment to net pensionable salaries. Gross pensionable is the basis for determining Pension Fund contributions under article 25 of the Regulations of the United Nations Joint Staff Pension Fund and for determining pension benefits.
	Net pension:	Net pensionable is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component, i.e. 100 per cent of total net salaries.
	Total net:	Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.
	NPC:	Non-pensionable component is that part of net salary excluded from the application of staff assessment in the determination of the gross pensionable salary. The non-pensionable component has been established at 0 per cent.

