



Secretariat

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INFORMATION CIRCULAR No. 4636

Subject: Pay Days in 2001

1. Pay days in 2001 for staff members on the payroll of the United Nations Office at Geneva, except for short-term staff paid at daily rates, will be as follows:

|           | <u>Regular Payroll</u> | <u>Short-Term Payroll</u> |
|-----------|------------------------|---------------------------|
| January   | 23                     | 31                        |
| February  | 23                     | 28                        |
| March     | 23                     | 30                        |
| April     | 23                     | 30                        |
| May       | 23                     | 31                        |
| June      | 22                     | 29                        |
| July      | 23                     | 31                        |
| August    | 23                     | 31                        |
| September | 24                     | 28                        |
| October   | 23                     | 31                        |
| November  | 23                     | 30                        |
| December  | 21                     | 31                        |



2. The 2001 pay days for short-term staff paid at daily rates are as follows:

| <u>Pay Period</u>           | <u>Pay Day</u> |
|-----------------------------|----------------|
| 1 January - 15 January      | 15 January     |
| 16 January - 31 January     | 31 January     |
| 1 February - 15 February    | 15 February    |
| 16 February - 28 February   | 28 February    |
| 1 March - 15 March          | 15 March       |
| 16 March - 31 March         | 30 March       |
| 1 April - 15 April          | 17 April       |
| 16 April - 30 April         | 30 April       |
| 1 May - 15 May              | 15 May         |
| 16 May - 31 May             | 31 May         |
| 1 June - 15 June            | 15 June        |
| 16 June - 30 June           | 29 June        |
| 1 July - 15 July            | 16 July        |
| 16 July - 31 July           | 31 July        |
| 1 August - 15 August        | 15 August      |
| 16 August - 31 August       | 31 August      |
| 1 September - 15 September  | 14 September   |
| 16 September - 30 September | 28 September   |
| 1 October - 15 October      | 15 October     |
| 16 October - 31 October     | 31 October     |
| 1 November - 15 November    | 15 November    |
| 16 November - 30 November   | 30 November    |
| 1 December - 15 December    | 14 December    |
| 16 December - 31 December   | 31 December    |

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