

**Secretariat**

17 May 2002

Information circular*

To: Members of the staff
From: The Assistant Secretary-General for Human Resources Management
Subject: **Placement and promotion list for staff in the General Service and related categories**

1. The purpose of the present information circular is to inform staff members of recommendations made by the Appointment and Promotion Panel that have been approved by the Secretary-General in respect of placements and promotions.
2. This list, which includes staff in the General Service and related categories, is issued monthly to enhance transparency within the Secretariat.
3. In order to ensure equitable treatment in promoting staff members, implementation will continue under the terms of administrative instruction ST/AI/1999/8, i.e., placements and promotions will be effective the first day of the month following their approval by the Secretary-General, subject to the availability of the post and the assumption of the higher-level functions.
4. The attached list includes placements and promotions approved in April 2002.

* Expiration date of the present information circular: 31 December 2002.

Annex

Placement and promotion 1 to 30 April 2002

<i>Name</i>	<i>Gender</i>	<i>Releasing department/office</i>	<i>Receiving department/office</i>	<i>Post level</i>	<i>Vacancy number</i>
Promotion					
Carrico, Frederick	M	DM/OCSS	DM/OCSS	S-7	00-G-OCS-918-S7
di Benedetto, Lorenzo	M	DM/OCSS	DM/OCSS	TC-4 ^a	
Jardine, Ernesto	M	DM/OCSS	DM/OCSS	TC-4 ^a	
Abebe, Tadele	M	DM/OCSS	DM/OCSS	TC-5 ^a	
Collins, Mildred	F	DM/OHRM	DM/OHRM	G-5	01-G-HRM-2305-G5
Sheehan, Colette	F	DPI	DPI	G-5 ^a	
Syyap, Celia	F	DESA	DESA	G-5	01-G-DESA-2055-G5
Cruchaga, Cecilia ^b	F	DM/OHRM	DM/OCSS	G-6	01-G-OCS-1917-G6
Garratt, Martin ^c	M	DGAACS	DGAACS	G-7	01-G-DGA-001993-G7
Juneja, Darida ^d	F	DM/OHRM	DPKO	G-7	01-G-DPK-1851-G7
Yee Wei Hong, Janice ^e	F	DPKO	DPKO	G-7	01-G-DPK-1851-G7

^a The vacancy announcement was waived in accordance with the provisions of administrative instruction ST/AI/1999/8.

^b The Secretary-General approved the placement of the staff member against the post at her current level. The promotion of the staff member will be implemented when she has reached the established seniority in grade for accelerated promotion to the higher level.

^c The Secretary-General approved a list of alternative candidates in accordance with the provisions outlined in administrative instruction ST/AI/1999/8.

^d The Secretary-General approved a roster of candidates in accordance with the provisions outlined in Secretary-General's bulletin ST/SGB/2001/4.

^e This was an alternative candidate approved by the Secretary-General in April 2002 in accordance with the provisions of ST/SGB/2001/4.