



Secretariat

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INFORMATION CIRCULAR No. 63

Subject: Pay Days in 2003

1. Pay days in 2003 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	24	28
March	24	31
April	23	30
May	23	30
June	23	30
July	23	31
August	22	29
September	23	30
October	23	31
November	24	28
December	23	31

2. The 2003 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	14 February
16 February - 28 February	28 February
1 March - 15 March	14 March
16 March - 31 March	31 March
1 April - 15 April	15 April
16 April - 30 April	30 April
1 May - 15 May	15 May
16 May - 31 May	30 May
1 June - 15 June	16 June
16 June - 30 June	30 June
1 July - 15 July	15 July
16 July - 31 July	31 July
1 August - 15 August	15 August
16 August - 31 August	29 August
1 September - 15 September	15 September
16 September - 30 September	30 September
1 October - 15 October	15 October
16 October - 31 October	31 October
1 November - 15 November	14 November
16 November - 30 November	28 November
1 December - 15 December	15 December
16 December - 31 December	31 December

(Signed) Bertrand **Juppín de Fondaumière**
Director, Division of Administration