



6 August 2004

Information circular*

To: Members of the staff

From: The Under-Secretary-General for Management

Subject: **Permanent residence in the United States of America — waiver of rights, privileges, exemptions and immunities**

1. The Secretariat has received from the Permanent Mission of the United States of America to the United Nations a note verbale dated 2 June 2004 in which it reminds the Secretariat that, pursuant to section 247 (b) of the United States Immigration and Nationality Act, all staff members of the United Nations who hold the status of United States legal permanent residents, or whose application for such status is pending, must complete and submit form I-508, "Waiver of rights, privileges, exemptions and immunities". The note verbale states that failure to do so may jeopardize their continued status as permanent residents.

2. Staff members who are under the obligation to submit form I-508 and have not already done so may request a form from their Human Resources Officer. The Department of Management will transmit the completed form to the United States Mission's Office of Host Country Affairs, or the staff member may opt to do so directly.

3. Staff members are reminded that, under staff rule 104.4 (c), they are required to inform the Secretary-General of their intention to acquire permanent resident status in any country other than that of their nationality before the change is made. They are also reminded that, in accordance with section 5.3 of administrative instruction ST/AI/2000/19, staff members must request and obtain permission from the Secretary-General before they sign the waiver of rights, privileges and immunities requested by the United States authorities. Such permission will be given under the conditions set out in sections 5.6 to 5.9 of administrative instruction ST/AI/2000/19.

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