



30 December 2011

Administrative instruction

Mobility and hardship scheme

1. Pursuant to section 4.2 of Secretary-General's bulletin ST/SGB/2009/4, and for the purpose of implementing General Assembly resolution 66/235, the Under-Secretary-General for Management amends as follows administrative instruction ST/AI/2011/6 entitled "Mobility and hardship scheme".

The following paragraph is added in section 2:

"2.8 In the exceptional case of staff members who remain at the same duty station at the explicit request of the Organization or for compelling humanitarian reasons, the payment of the mobility allowance may continue for a maximum period of one additional year, for a total of six consecutive years at one duty station."

2. Section 7 is replaced with the following text:

"Adjustments or discontinuation of payments shall be made when applicable as a result of change of duty station, change of dependency status, change of designation or classification of duty station, promotion, completion of five or six years' consecutive service at the duty station, as applicable, period on special leave or separation. An adjustment shall also be made if a staff member receives a special post allowance to a higher level which would bring the staff member's entitlement into another range (this normally would apply for special post allowances at the P-4, D-1 or FS-7 level), thus giving rise to a higher amount of the allowances in accordance with the amounts specified in the tables in the annex."

3. The annex to ST/AI/2011/6 is replaced with the annex to the present instruction.

4. The present instruction shall enter into force on 1 January 2012.

(Signed) Angela Kane
Under-Secretary-General for Management



Annex

Amounts payable under the mobility and hardship scheme

Table 1
Mobility allowance

(Annual amounts in United States dollars)

Group 1 (P-1 to P-3)
Dependency status

| Duty station category | Number of assignments | | | |
|-----------------------|-----------------------|-------|-------|--------|
| | 1 | 2-3 | 4-6 | 7+ |
| H | — | — | 2 700 | 3 370 |
| A | — | 7 130 | 9 640 | 13 010 |
| B | — | 7 130 | 9 640 | 13 010 |
| C | — | 7 130 | 9 640 | 13 010 |
| D | — | 7 130 | 9 640 | 13 010 |
| E | — | 7 130 | 9 640 | 13 010 |

Group 2 (P-4 and P-5)
Dependency status

| Duty station category | Number of assignments | | | |
|-----------------------|-----------------------|-------|--------|--------|
| | 1 | 2-3 | 4-6 | 7+ |
| H | — | — | 3 060 | 3 830 |
| A | — | 8 200 | 11 070 | 14 940 |
| B | — | 8 200 | 11 070 | 14 940 |
| C | — | 8 200 | 11 070 | 14 940 |
| D | — | 8 200 | 11 070 | 14 940 |
| E | — | 8 200 | 11 070 | 14 940 |

Group 3 (D-1 and above)
Dependency status

| Duty station category | Number of assignments | | | |
|-----------------------|-----------------------|-------|--------|--------|
| | 1 | 2-3 | 4-6 | 7+ |
| H | — | — | 3 440 | 4 310 |
| A | — | 9 270 | 12 520 | 16 900 |
| B | — | 9 270 | 12 520 | 16 900 |
| C | — | 9 270 | 12 520 | 16 900 |
| D | — | 9 270 | 12 520 | 16 900 |
| E | — | 9 270 | 12 520 | 16 900 |

Single status

| Duty station category | Number of assignments | | | |
|-----------------------|-----------------------|-------|-------|-------|
| | 1 | 2-3 | 4-6 | 7+ |
| H | — | — | 2 020 | 2 520 |
| A | — | 5 350 | 7 240 | 9 760 |
| B | — | 5 350 | 7 240 | 9 760 |
| C | — | 5 350 | 7 240 | 9 760 |
| D | — | 5 350 | 7 240 | 9 760 |
| E | — | 5 350 | 7 240 | 9 760 |

Single status

| Duty station category | Number of assignments | | | |
|-----------------------|-----------------------|-------|-------|--------|
| | 1 | 2-3 | 4-6 | 7+ |
| H | — | — | 2 310 | 2 870 |
| A | — | 6 160 | 8 310 | 11 210 |
| B | — | 6 160 | 8 310 | 11 210 |
| C | — | 6 160 | 8 310 | 11 210 |
| D | — | 6 160 | 8 310 | 11 210 |
| E | — | 6 160 | 8 310 | 11 210 |

Single status

| Duty station category | Number of assignments | | | |
|-----------------------|-----------------------|-------|-------|--------|
| | 1 | 2-3 | 4-6 | 7+ |
| H | — | — | 2 580 | 3 230 |
| A | — | 6 950 | 9 390 | 12 670 |
| B | — | 6 950 | 9 390 | 12 670 |
| C | — | 6 950 | 9 390 | 12 670 |
| D | — | 6 950 | 9 390 | 12 670 |
| E | — | 6 950 | 9 390 | 12 670 |

Table 2
Hardship allowance

(Annual amounts in United States dollars)

| <i>Duty station category</i> | <i>Group 1 (P-1 to P-3)</i> | | <i>Group 2 (P-4 and P-5)</i> | | <i>Group 3 (D-1 and above)</i> | |
|------------------------------|-----------------------------|----------------------|------------------------------|----------------------|--------------------------------|----------------------|
| | <i>Dependency status</i> | <i>Single status</i> | <i>Dependency status</i> | <i>Single status</i> | <i>Dependency status</i> | <i>Single status</i> |
| H | — | — | — | — | — | — |
| A | — | — | — | — | — | — |
| B | 5 810 | 4 360 | 6 970 | 5 230 | 8 140 | 6 100 |
| C | 10 470 | 7 840 | 12 780 | 9 590 | 15 110 | 11 340 |
| D | 13 950 | 10 470 | 16 280 | 12 210 | 18 590 | 13 950 |
| E | 17 440 | 13 080 | 20 920 | 15 690 | 23 250 | 17 440 |

Table 3
Non-removal allowance

(Annual amounts in United States dollars)

| <i>Duty station category</i> | <i>Group 1 (P-1 to P-3)</i> | | <i>Group 2 (P-4 and P-5)</i> | | <i>Group 3 (D-1 and above)</i> | |
|------------------------------|-----------------------------|----------------------|------------------------------|----------------------|--------------------------------|----------------------|
| | <i>Dependency status</i> | <i>Single status</i> | <i>Dependency status</i> | <i>Single status</i> | <i>Dependency status</i> | <i>Single status</i> |
| H | 2 150 | 1 620 | 2 700 | 2 020 | 3 230 | 2 420 |
| A | 2 150 | 1 620 | 2 700 | 2 020 | 3 230 | 2 420 |
| B | 2 150 | 1 620 | 2 700 | 2 020 | 3 230 | 2 420 |
| C | 2 150 | 1 620 | 2 700 | 2 020 | 3 230 | 2 420 |
| D | 2 150 | 1 620 | 2 700 | 2 020 | 3 230 | 2 420 |
| E | 2 150 | 1 620 | 2 700 | 2 020 | 3 230 | 2 420 |

Table 4
Additional non-family hardship allowance

(Monthly amounts in United States dollars)

| | <i>Group 1 (P-1 to P-3)</i> | | <i>Group 2 (P-4 and P-5)</i> | | <i>Group 3 (D-1 and above)</i> | |
|--|-----------------------------|----------------------|------------------------------|----------------------|--------------------------------|----------------------|
| | <i>Dependency status</i> | <i>Single status</i> | <i>Dependency status</i> | <i>Single status</i> | <i>Dependency status</i> | <i>Single status</i> |
| | 1 453 | 545 | 1 743 | 654 | 1 938 | 727 |