



Secretariat

ST/IC/1990/35
23 May 1990

INFORMATION CIRCULAR

To: Members of the staff at Headquarters

From: The Assistant Secretary-General for Human Resources Management

Subject: (a) REVISED SALARY SCALES FOR STAFF IN THE TRADES AND CRAFTS
AND SECURITY SERVICE CATEGORIES AT HEADQUARTERS

(b) REVISED DEPENDENCY ALLOWANCES FOR STAFF IN THE GENERAL SERVICE,
TRADES AND CRAFTS, SECURITY SERVICE, PUBLIC INFORMATION
ASSISTANT AND LANGUAGE TEACHER CATEGORIES AT HEADQUARTERS*

1. In accordance with article 12 of its statute, the International Civil Service Commission (ICSC) has undertaken a comprehensive survey of the best prevailing conditions of employment in New York for the purpose of making recommendations to the Secretary-General on salary scales of staff in the General Service and related categories at Headquarters. The representatives of the administration and the staff presented views to the Commission on various aspects of the survey, including the selection of employers and jobs to be surveyed, and the analysis of the data collected. The Commission completed its work at its March 1990 session, and its Chairman transmitted to the Secretary-General on 10 April 1990 the salary scales recommended by the Commission.

2. After considering the recommendations of the Commission, as contained in the report of the March 1990 session, the Secretary-General has decided to promulgate the revised salary scales for staff in the Trades and Crafts and Security Service categories at Headquarters proposed by ICSC. The Secretary-General has further decided that these scales should be implemented with effect from 1 October 1989, since salary data collected by the Commission relate to that month. The revised salary scales are annexed to the present circular.

* Personnel Manual index No. 3122.

3. With regard to the General Service category, staff members were informed in circular ST/IC/1990/25, dated 12 April 1990, of the establishment of a special joint advisory committee with representation from the United Nations, the United Nations Development Programme/United Nations Population Fund and the United Nations Children's Fund. The Committee established a working group whose terms of reference are to review the conduct and results of the salary survey for the General Service category. The Secretary-General has decided not to promulgate the salary scale recommended by ICSC for the General Service category pending the review of the report to be prepared by the Special Joint Advisory Committee.

4. On the recommendation of the representatives of the administration and staff, the Chairman of ICSC decided that the Public Information Assistant and Language Teacher categories would not be surveyed as part of the 1989 exercise. It was also agreed that any change in the interim salary adjustment procedure recommended by ICSC would also be applicable to the above categories of staff.

5. On the recommendation of ICSC, the dependency allowances for staff in the General Service and related categories have been revised, with effect from 1 October 1989, as follows:

	\$
(a) Dependent spouse allowance	2 234
(b) Dependent child allowance	989
Except for first dependent child of a single, widowed or divorced staff member	2 234
(c) Secondary dependant's allowance	898

6. Heretofore, the amount of the dependent spouse allowance was also payable in respect of the first dependent child of a widowed or divorced staff member. As indicated in subparagraph 5 (b) above, single parents are now included in the category entitled to receive the amount of the dependent spouse allowance in respect of the first dependent child.

7. The implementation of the revised salary scales and allowances outlined in the preceding paragraphs will be reflected in the end-of-May 1990 payroll. Those former staff members who left the service between 1 October 1989 and 30 April 1990 will be eligible to receive the retroactive increases that may result from the implementation of the revised salaries and allowances upon presentation of a written claim to their former executive offices. Such claims must be made within one year of the date of issuance of the present circular.

Annex

I. SALARY SCALE FOR THE SECURITY SERVICE CATEGORY AT HEADQUARTERS SHOWING ANNUAL GROSS AND NET EQUIVALENT AFTER APPLICATION OF STAFF ASSESSMENT

(In United States dollars)

Effective 1 October 1989

Level		S E P S											XI	XII	XIII		
		I	II	III	IV	V	VI	VII	VIII	IX	X						
7	(Gross)	54 269	56 464	58 659	60 855	63 050	65 245	67 441	69 636	71 831*							
	(Net)	39 052	40 457	41 862	43 267	44 672	46 077	47 482	48 887	50 292							
6		50 092	52 139	54 186	56 233	58 280	60 327	62 373	64 420	66 467*							
		36 379	37 689	38 999	40 309	41 619	42 929	44 239	45 549	46 859							
5		45 914	47 809	49 708	51 606	53 505	55 403	57 302	59 200	61 098*							
		33 703	34 918	36 133	37 348	38 563	39 778	40 993	42 208	43 423							
4		41 785	43 474	45 164	46 880	48 622	50 364	52 106	53 848	55 591*							
		30 978	32 093	33 208	34 323	35 438	36 553	37 668	38 783	39 898							
3		38 942	40 267	41 591	42 915	44 239	45 564	46 916	48 281	49 647	51 013	52 378*					
		29 102	29 976	30 850	31 724	32 598	33 472	34 346	35 220	36 094	36 968	37 842					
2		34 894	36 057	37 221	38 395	39 594	40 792	41 991	43 189	44 388	45 586	46 809	48 045	49 281*			
		26 368	27 159	27 950	28 741	29 532	30 323	31 114	31 905	32 696	33 487	34 278	35 069	35 860			
1		30 901	31 913														
		23 631	24 339														

Increments: Salary increments within the levels are awarded annually on the basis of satisfactory service.

Allowances:

Dependency allowances:

\$
(Per annum)

Dependent spouse	2 234
Dependent child	989
Except for first dependent child of a single, widowed or divorced staff member	2 234
Secondary dependant	898

Language allowance: (included in pensionable remuneration)

\$
(Per annum)

First additional language	1 008 net
Second additional language	504 net

* Long-service step: Step IX at levels 4 to 7, step XI at level 3 and step XIII at level 2 are long-service steps. The qualifying criteria for in-grade increase to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;

(b) The staff member's service should have been satisfactory.

II. SALARY SCALE FOR THE TRADES AND CRAFTS CATEGORY AT HEADQUARTERS
SHOWING ANNUAL GROSS AND NET EQUIVALENT AFTER APPLICATION OF
STAFF ASSESSMENT

(In United States dollars)

Effective 1 October 1989

Level	S T E P S							
	I	II	III	IV	V	VI	VII*	
8	(Gross)	50 063	51 831	53 700	55 519	57 336	59 156	60 975
	(Net)	36 360	37 524	38 688	39 852	41 016	42 180	43 344
7		46 789	48 503	50 217	51 931	53 645	55 359	57 073
		34 265	35 362	36 459	37 556	38 653	39 750	40 847
6		43 589	45 148	46 730	48 338	49 945	51 553	53 161
		32 169	33 198	34 227	35 256	36 285	37 314	38 343
5		40 414	41 873	43 332	44 791	46 258	47 763	49 267
		30 073	31 036	31 999	32 962	33 925	34 888	35 851
4		37 269	38 602	39 956	41 311	42 665	44 020	45 374
		27 983	28 877	29 771	30 665	31 559	32 453	33 347
3		34 188	35 406	36 624	37 841	39 091	40 345	41 600
		25 888	26 716	27 544	28 372	29 200	30 028	30 856
2		31 134	32 228	33 347	34 466	35 585	36 704	37 824
		23 794	24 555	25 316	26 077	26 838	27 599	28 360
1		28 136	29 129	30 121	31 114	32 110	33 132	34 154
		21 695	22 390	23 085	23 780	24 475	25 170	25 865

Increments: Salary increments within the levels are awarded annually on the basis of satisfactory service.

Allowances:

Dependency allowances:

	\$
Dependent spouse	2 234
Dependent child	989
Except for first dependent child of a single, widowed or divorced staff member	2 234
Secondary dependant	898

Language allowance: Not entitled.

* Long-service step: The qualifying criteria for in-grade increases to the long-service step are as follows:

(a) The staff member should have had at least 20 years of service within the United Nations common system and 5 years of service at the top regular step of the current grade;

(b) The staff member's service should have been satisfactory.
