



A member of CCISUA
Coordinating Committee for International Staff Unions
and Associations of the United Nations System



Annual Report **2021**

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28th Session of the Staff Council - Representatives

Elected for a term of two years, starting 1 April 2021.

Electoral Unit	Representative(s)	Alternate(s)
UNICRI	Marian De Bruijn	Sara Yasmine Chennoukh
OIOS / UNROD	Fadia Nahhas	Karin Sturm
OOSA / UNPA	Patrick Gindler	Lorretta Eruwa
OLA / UNIS	Anne Thomas	Monica Canafoglia
UNOV DM CMS	Giovanna Gossage Aban Budin Valter Podgornik	Samar Haidar Doris Hernandez Helene Jolly
UNOV DM SSS	Asher Marhali Sandra Miskovic Antonin Filip	Inga Weiss Sisilia Lovodua Cristi Ruiu
UNOV DM (BPRCM, DM, GSS, FRMS, HRMS, ITS) / ODA ODDHR UODAV / OMS VIENNA	Stefan Brezina Ibrahim Nuseibeh Andrew Ruane	Matthew Seitz Ferdinand Grimm Patricia Coelho
UNODC DO Field Offices	Mustafa Erten Sylvie Bertrand Mario Hemmerling <i>Vacant</i>	Mark Stanley Maria Temesvari Harris Bo Shakira <i>Vacant</i>
OED / UNODC DO / UNODC DPA	Nina Grellier Anja Busse Mathew Cheriankalayil	Jonathan Richard Llywelyn Skidmore Carla Cristina Mckirdy* Hasina Rahman
UNODC DTA All	Karin Audrey Esposito Nabil Katkhouda Gemma Norman	Stefano Berterame <i>Vacant</i> Karen Kramer

Administrative Assistant	Ana-Marija Jelincic
Staff Services Officer	Ghada Al Masri

* Ceased to be a member of the Union as per Art. 27.1 of the Statutes and Rules, in February 2022

1 Our Operating Framework

1.1 Vision Statement

The United Nations Staff Council - Vienna (UNSCV) works to ensure that all UNOV/UNODC colleagues, working both in headquarters and in the field enjoy:

- Full representation of their interests towards the administration and all relevant stakeholders;
- A respectful and civil workplace that is supportive and enabling while ensuring a proper balance between professional demands and personal needs;
- A safe and secure working environment;
- Fairness in the workplace particularly concerning benefits, entitlements, and career progression.

1.2 Mission Statement

To protect the rights and well-being of all UNOV/UNODC colleagues by representing and empowering them within the framework of the values and objectives embodied in the UN Charter.

The United Nations Staff Council - Vienna fulfils its mission by working to:

- Engage with staff while treating every person equally;
- Inform staff of their rights and obligations;
- Promote an environment of trust, accountability, integrity and civility;
- Provide guidance when staff are unfairly or unjustly treated;
- Enhance job security and career development;
- Advocate for job protection measures and meaningful, yet sensible internal changes over cost-efficiency driven reforms;
- Represent staff rights and interests particularly through joint policy development;
- Cooperate with UN staff unions, Vienna-based organisations and external service providers to enhance the lives of staff; and
- Promote a healthy work-life balance.

1.3 Role of the Staff Union in the UN System

1.3.1 Staff Union's Role in UNOV/UNODC

Representing UNOV/UNODC administered colleagues is our Union's core responsibility.

We work together with the local administration on issues affecting staff welfare and local conditions of service. The communication channels include our participation in various Joint Bodies as well direct interaction with (senior) managers.

Our Union also offers guidance and (legal) support to UNOV/UNODC colleagues on individual grievances, **regardless of their contract type**.

1.3.2 Staff Union's Role in the Secretariat

Our Union is a member of the Staff-Management Committee (SMC), which is the highest-level deliberation and negotiation body between staff and management, in the UN Secretariat.

We **discuss, negotiate, and review all changes to policies** that affect staff, within the limits established by the General Assembly (GA) Resolutions. Changes to policies may be suggested by both management as well as staff. Also, the UN staff unions must be consulted on any changes to the Staff Rules and Regulations.

Our participation in the SMC is critical, as promulgated policies may have far reaching consequences to staff. Not only are we a member of the SMC Plenary but also represented in various working groups as well as the overall Steering Group (the "3x3" Contact Group).

1.3.3 Staff Union's Role in the UN Common System

While our Union does not have a direct role to play in the UN Common System, our interests are represented through staff federations.

The federations have a formal role in a variety of high-level bodies and Common System fora. These include the International Civil Service Commission (ICSC), which makes recommendations on our pay and conditions of service; the High-Level Committee on Management (HLCM); the United Nations Joint Staff Pension Fund (UNJSPF); and the Inter-Agency Security Management Network (IASMN).

Our Union is an active member of the Coordinating Committee of International Staff Unions and Associations (CCISUA). However, given the significant number of field staff represented by the UNOV/UNODC Staff Council, we are currently reviewing whether our interests are best represented by the current federation or by one of the other staff federations - the Federation of International Civil Servant's Association (FICSA) or the United Nations International Civil Servants' Federation (UNISERV).

1.4 How the Staff Union Is Organised

1.4.1 The Staff Union

The Staff Union is the formal staff representative body, established under Staff Regulation 8.1.

The Union is represented through the [Staff Council](#), currently in its 28th session, where each electoral unit has one or more representatives and alternates, who provide support and guidance and represent the interests of their constituents.

Decisions by the Staff Council are implemented by its executive organ, the [Staff Committee](#), chaired by the [President](#), who represents the Staff Union and all staff under its purview, regardless of their Union status (including those who are not dues-paying members).

In January 2022, new statutes were adopted through referendum. While the current Staff Council is bound by the old statutes, it will formally adopt and hold itself accountable to the new statutes. With the upcoming Staff Council elections in the first quarter of 2023, the name of the Staff Union will change from UN Staff Union at Vienna to UNOV/UNODC Staff Union, and the first session of the Staff Council will operate under the new statutes.



1.4.2 Joint Bodies

Joint bodies bring together management and staff representatives to provide recommendations on various local topics. The Staff Council appoints members to these bodies, to serve on their behalf.

Examples of joint bodies are the Joint Advisory Committee (JAC)¹, the Central Review Boards and the Rebuttal Panel, as well as various Committees on Common Services,

¹ Joint Advisory Committee is composed of three members and three alternates representing management, and three members and three alternates representing staff. It advises and reports to the Director-General UNOV / Executive Director UNODC on questions relating to staff administration and local conditions of service.

such as the Catering Committee, the Commissary Advisory Committee, or the Child Care Centre Committee to name a few.

Despite our efforts, **staff remain unrepresented** in the following bodies, but we will keep pushing as we believe our participation is both meaningful and necessary, to ensure proper dialogue on issues that affect colleagues directly:

- Committee on Common Services (CCS);
- Infrastructure Committee (IC); and
- Executive Committee of UNOV/UNODC (ExCom).

Furthermore, the Staff Council notes that, **despite clear recommendations by the Office of Human Resources (OHR)**² there is still no local Occupational Safety and Health (OSH) Committee available, and we strongly recommend establishing one, in line with ST/SGB/2018/5.

We believe that staff representation in these governing bodies is absolutely essential in order to ensure the voices of staff are heard, our concerns considered, and sensible solutions found.

1.4.3 Sub-Committees of the Staff Council

The Sub-Committees operate under the delegated authority of the Staff Council.

Currently there are two Sub-Committees:

- Gift Shop Standing Committee (GSSC), the governance body of the Gift Shop, and
- Support Fund for the Representation of UN Colleagues which allows extending our (mostly legal) support to all UNOV/UNODC colleagues, regardless of their contract type.

The establishment of an additional sub-committee is currently under consideration, namely, the Support Fund for UNOV/UNODC Colleagues in Response to Crisis Situations.

1.4.4 Working Groups

Working groups are tasked with providing recommendations to the Staff Council on specific topics.

Drawing upon current areas of concern, the 28th Staff Council established working groups for different areas of work. A list of these working groups, including concerns within their purview, are outlined below:

² Document: Transitioning our return to the workplace in the context of the COVID-19 pandemic

1. SMC Working Group

- Review of draft administrative issuances
- Preparation of papers for the SMC
- Conditions of service (contracts, salaries, benefits)
- Career development and job security
- Staff-management relations
- Conditions of work in the field

2. Working Group on Return to Office

- Consideration of the views and perceptions of staff concerning remote work, telecommuting, office arrangements, and occupancy levels during the COVID-19 pandemic
- Presenting staff positions and considerations on all matters related to COVID-19 mitigation to management in order to ensure protection of the health and welfare of staff during the pandemic
- Providing advice to the Staff Committee on matters related to COVID-19 response measures by the organisation

3. Working Group on the Statutes of the Staff Union

The Working Group on Statutes concluded its work in February 2021, presenting to the Union a revised version of the statutes, which was cleared by the Office of Legal Affairs (OLA) and subsequently endorsed by the Union members, through a referendum in January 2022.

The Working Group will resume its functions to amend the Union's 'Rules of Procedure' and create other administrative and operational documents, necessary to complement the statutes.

4. Working Group on Staff Federation Membership

Given the growing number of staff in offices away from Vienna, as well as addressing concerns about our current parent federation, the Staff Council has established a Working Group to assess whether our current federation is still the right membership for Vienna.

The Working Group is carefully analysing the options and will provide a recommendation to the Staff Council. Options include staying within CCISUA, requesting observer status with other federations, or changing Vienna's federation membership altogether.

The guiding principle for the Working Group is ensuring that our concerns are properly heard, our constituencies are best represented, and our financial obligations towards the federation are reasonable.

2 COVID-19 Response

2.1 Activities of the Staff Council at the local level

Two years after the beginning of the Coronavirus Disease 2019 (COVID-19) pandemic, the Staff Council and its President continue to engage in a dialogue, both with local and global management, to address the impact of the pandemic on staff and their conditions of service.

The Staff Council has been actively interacting with staff, listening to their concerns, and regularly referring those to management in order to alleviate staff difficulties and push for appropriate measures and sensible ways forward.

Following the announcement of the gradual return of all staff to the Vienna International centre (VIC) premises starting 1 June 2021, many concerned staff reached out to the Council. For that reason, the Council launched a Survey on Return to Office in order to get concrete views and perceptions of all UNOV/UNODC staff, including those in the field, on their work status during the pandemic and to learn about the coping and adjustment mechanisms they had to apply to keep themselves operative and thus the Organisation functional.



The Council also wanted to get a better understanding of the challenges staff were facing and the needs that would have to be met for them to feel comfortable, safe, and productive, going forward and in anticipation of a full return to the office.

The key findings of the Survey were as follows:

- 1. Proof of low epidemiological risk:** At headquarters (HQ), the honour-based application of the 3G rules was viewed as inadequate to protect staff, given the dangers presented by the then predominant Delta variant. In the Field, it was clear that better access to the means to prove low epidemiological risk, either through testing or vaccines, were absent.
- 2. Issues with sharing offices:** At HQ, it was clear that the pre-existing unequal distribution of office sharing was adding to staff discomfort with returning to the office, particularly without strict 3G verification. It was also clear that given the shift to hybrid and virtual meetings, sharing office space was problematic while using these new working methods. The Field also expressed concern over sharing offices during the pandemic.
- 3. Continuation of Alternate Working Arrangements (AWA) and Flexible Working arrangements (FWA):** Both HQ and the Field indicated a clear need to continue the use

of either AWA or FWA for as long as the pandemic continued, without requiring supervisor's approval.

Those findings were further discussed during the Staff Union's town hall meeting of 25 August 2021 during which its requests and recommendations to the Organisation regarding staff expectations for a delayed return to office and a safe working arrangement design were reiterated.

The same requests were also taken forward to the JAC. While staff regret that their representatives have been excluded from the Vienna International Centre Crisis Management Team (VIC CMT) meetings, management and staff representatives in UNOV/UNODC have continued their close cooperation through the JAC.

Staff representatives argued that the sharp rise in COVID-19 cases caused by the Delta variant, the ensuing anxiety of staff, as well as difficulties in obtaining approvals for FWA, were good reasons to postpone the full return to office, which had been planned for September 2021.

The JAC agreed to issue a recommendation to the Director General/Executive Director (DG/ED), requesting the postponement of the suspension of AWA and extension of percentage occupancy limits. The JAC noted that VIC CMT communications at the time did not reflect the worsening pandemic conditions in Vienna or the Austrian Authorities' tightening of prevention measures, including the 3G rule applied throughout Austria.

The JAC, furthermore, expressed that the principles set out in the Office Instruction (OI) on safe return to the offices at UNOV/UNODC³ needed a revision to reflect the situations arising from, and the different phases of, the ongoing pandemic. A more future-oriented approach was needed.

Since then, a dedicated JAC Working Group has put in considerable time and effort to both improve the OI, aligning it with the global OHR policy guidance, and to develop a supplementary guidance that, in addition to the OI, would be providing information about working arrangements following the lifting of daily occupancy limits.

Some of the challenging issues the Working Group has been discussing include the failure to rationally and consistently implement the percentage occupancy limits; identifying job functions that require or do not require presence at the office; the correct uses of AWA versus FWA; and, recently, the issue of mandatory vaccinations.

The use of FWA has been an ongoing topic discussed both locally and globally. Staff regret that despite the Secretary-General's bulletin on FWA⁴, some managers are continuing to discourage and deny staff requests for FWA, often prior to submission in the SharePoint application, resulting in a lack of written evidence that a request was denied.

³ UNOV/OI/13–UNODC/OI/13 of 30 June 2020: "Organisation of work and safe return to the offices at UNOV/UNODC during the coronavirus disease (COVID-19) pandemic"

⁴ ST/SGB/2019/3 "Flexible working arrangements"

Being fully aware of the difficulties of such situations, the Council strongly encourages staff in UNOV/UNODC, where responsibilities can be carried out remotely, to submit a formal compact request for FWA, as per their preferences, in order for Human Resources Management Service (HRMS) to identify all rejected requests and to closely review the provided rationale.

Staff also reported issues with some Divisions which failed to respect established occupancy limits during established periods of AWA. Staff were called in for in-person meetings without any options to participate virtually, despite the availability of remote meeting platforms and official communications that the maximum office occupancy level should be maintained at a reduced level.

Staff Council Resolution:

On 9 February 2022, the Staff Council issued a resolution on “Adequate Enforcement of COVID-19 Mitigation Measures and Responding to Staff Needs at UNOV/UNODC Vienna HQ”.

The resolution calls for a common-sense approach and respect for staff, including those who prefer not to be present in the building during the Omicron wave, and requesting that the period of AWA be re-evaluated and extended, based on the transmission rate, data on hospitalisations and deaths, and the number of staff infected and/or in isolation due to contact with infected people.

2.2 Mandatory Vaccination

The Secretary-General delegated an additional authority to Heads of Entities last December⁵ allowing them to mandate COVID-19 vaccination for individual staff members. Heads of Entities have also been delegated the authority to identify and designate occupational groups and functions where vaccination shall be mandatory.

Staff representatives have repeatedly raised this issue in the JAC with the aim to review, jointly with management, how a potential designation is made, to clarify and consult on the criteria applied and to provide a solid foundation, rationale and transparency for any potential administrative decisions being taken concerning mandating vaccinations. The Staff Council remains of the view that the delegation to mandate COVID-19 vaccinations should not have been delegated downwards and that a proper framework, under the direct authority of the Secretary-General, applicable to all UN Secretariat staff, should have been established (e.g., in the form of an SG Bulletin).

⁵ Additional Delegation of Authority in Human Resources from the Secretary-general to the Head of Entity, 2 December 2021:

“The Secretary-General [...] hereby delegates [...] the following additional authorities: Decision to mandate COVID-19 vaccination, and to allow access to UN premises to vaccinated individuals only, in accordance with Staff Regulation 1.2 (c) and with the authoritative guidance issued by the Office of Human Resources which requires inter alia consultation with the UN Medical Director.”

The Staff Council has engaged with multiple stakeholders, including the Department of Management Strategy, Policy and Compliance (DMPSC) Senior Management as well as the Division of Healthcare Management and Occupational Safety and Health (DHMOSH) in New York to get more information on the mandatory vaccination framework, including clarifications on the role of Medical Services. It is understood that Medical Services only provide a *recommendation* for both individual as well as occupational group designations and that a *decision* can only be taken by the administration. Any such decision can be subjected to a review (i.e., submitted for Management Evaluation and subsequently to the tribunals).

With regards to duty travel, there is currently no overall UN administrative requirement for vaccination. However, according to the UN Medical Directors Statement⁶, medical clearance would in almost all cases require vaccination, except from a confirmed lack of access to a vaccine in some locations, or proven medical contra-indication.

2.3 Activities of the Staff Council at the Global Level

The COVID-19 related topics were frequently raised at the Secretariat level and discussed at the SMC IX plenary last October. Upon request from staff, management agreed that mandatory government quarantine costs during home leave, education grant and family visit travel would be covered for staff and eligible family members, retroactive to 1 January 2021. It was also agreed that UN laissez-passer (UNLPs) may be used for official travel including home leave, education grant and family visit travel, under conditions to be established by the Organisation.

Staff representatives welcomed the UN certification of all vaccines used worldwide.

They also reiterated their request to adequately address the shortcomings of the policy on FWA⁷, attributable mainly to ambiguities in the policy's definitions and approval procedures. In the instances where conflicts arise, they tend to cause a disproportionate degree of strife and loss of trust between staff and their managers. Staff representatives furthermore highlighted the uneven application of the policy across and within entities.



Staff believe that any reference to “personal circumstances”, compelling or otherwise, are highly inappropriate to decisions to grant FWA and must be removed from the policy. The current requirement to verify

personal circumstances essentially compels a manager to pry into the private life and personal motivations of a staff member, opening the door to favouritism, bias and

⁶ UN Medical Directors Statement - Covid-19 Vaccination requirements for Duty Travel, 15 December 2021

⁷ ST/SGB/2019/3

stereotyping. In line with the principles for a model policy on FWA introduced to the HLCM⁸, the Secretariat should embrace the principle of “default yes”.

If the Organisation’s commitment to flexibility is genuine, FWA should be considered a right, albeit subject to specific constraints (namely, exigencies of service and satisfactory performance).

The President of our Union presented a dedicated paper on COVID-19 during the SMC IX plenary, requesting from management an update and clarity on whether common approaches to access verifications, mandatory vaccination and disclosure of vaccination status were foreseen for UN-Secretariat staff.

Management clarified that general guidance on those matters had to remain flexible to allow global and system-wide application. Staff, however, argued that a centralised approach was necessary, in particular with regards to the possible disciplinary measures for non-compliance with obligations on vaccination and reporting, as such decisions could not be left to the discretion of the entities.

The paper also addressed the potential negative effect of long COVID on the performance of staff, requesting the introduction of a partial disability status for staff with long COVID, so that staff unable to work full time could work as much as they are able while continuing to receive their full pay and benefits. While partial disability is not an issue that can be solved at the SMC level, staff nevertheless wanted to raise it, since a solution had to be found.

⁸ HLCM Task Force on the Future of the UN System Workforce: “UN System Model Policy on Flexible Work”, 15 June 2021

3 Staff Safety and Security

The UN operates in dangerous environments and its staff are increasingly being targeted.

Before and during the critical events in Afghanistan last summer, our Union, voicing concerns expressed by many of you, had been in close contacts with all possible interlocutors, locally and globally, drawing the attention to the situation of UN colleagues, particularly those who are locally recruited.

We sought assurances that the safety and wellbeing of our colleagues remained a priority for the UN leadership. Information was requested on measures taken to mitigate risks and plans to relocate and evacuate affected staff and their families.

Through CCISUA, our federation, two letters were sent to the Secretary-General in that regard. The letters were supported by a petition calling out the Secretary-General to take all necessary measures, in order to ensure the safety and security of all staff, national or international. Staff Unions reiterated that national staff could not be abandoned and that the UN had to exercise duty of care towards its staff, regardless of their category.

They urged the Secretary-General to ensure the evacuation of all national staff who wished to be evacuated, and to use the good offices of the UN with the remaining foreign embassies in Kabul to assist in granting of visas for those national staff and their families who wished to leave the country.

The President of our Union addressed the precarious situation of our UNODC national colleagues in Afghanistan in a message sent to the Assistant Secretary-General for Human Resources (ASG OHR). Alarmed that our colleagues had not been considered under the potential priority list for evacuation, he urgently requested that decision to be reversed, arguing that the UNODC Country Office for Afghanistan (COFAG) was on the frontlines of fighting illicit drugs, transnational organized crime, terrorism, and corruption, and that for that reason, the threat level for UNODC colleagues was particularly alarming.

The concerns for their wellbeing were multiple: increased instability and exposure to criminal activity due to the collapse of the government; fears of persecution and retribution against those who have worked with the international community, including the UN; collapse of supply lines and difficulty in accessing basic social and medical services.

The President reiterated that those staff were UN employees, who deserved our maximum solidarity and support, and that their safety had to be considered an utmost priority.

Unfortunately, despite insurances and numerous efforts from staff unions and federations, a great majority of national staff was not evacuated. The staff unions are of the view that the UN as employer is accountable for the safety and security of its personnel and note the limitations imposed through the Security Management Processes and the difficult realities on the ground. However, a thorough review of the entire security approach is needed, and every possible support must be provided to personnel who remains within the country. **Securing their livelihood through continued employment with the UN**

must a minimum. All UN organisations must come together to ensure colleagues can remain in employ or are reappointed as soon as possible.

Staff unions continue to call for an in-depth review of the overall UN Security Management System to make sure it is fit for purpose. Our Union, together with the Field Staff Union, formulated those requests in a paper discussed during the SMC IX meeting in October 2021. Following a discussion with the USG for Safety and Security, he made a commitment that the UN would continue to work to mitigate risks to UN personnel as much as possible and agreed that review of policies and procedures following the events in Afghanistan was warranted.

4 Conditions of Service

4.1 UN Common System Issues

4.1.1 Contractual Framework and Future of Work

The issue of the future of work has been at the forefront of discussions both within and outside the UN Common System organisations.

Some UN Common System organisations have indicated issues related to the perceived lack of flexibility for project related appointments. For that reason, they have been considering the introduction of new contractual modalities for personnel that would support “a more agile organisation that can rapidly adapt to changing needs and opportunities and scale up and down as needed”.

Staff are concerned that the introduction of agile contracts, particularly with the tendency to include “non-location” clauses, will lead to precarious working situations and will open the door to a downwards spiral in compensation, including benefits and entitlements.

Our Staff Union, through its staff federation CCISUA, was represented in the ICSC Working Group on the Review of the Framework for Contractual Arrangements, which was established to review the implementation of the current contractual framework by the organisations and any possible improvements *within the current framework*.

The Working Group met in October 2021 in Copenhagen and concluded⁹ that the ICSC framework for contractual arrangements is adequate and provides sufficient flexibility to the organisations. While it is recognised that the current trends in the nature of funding impact the ability of organisations to issue long term appointments, organisations should continue to adhere to the contractual framework in their planning and funding processes.

During the CCISUA Mid-Term meeting, its union members had extensive discussions on the future of work among themselves and with the ICSC leadership. Although in favour of keeping the current contractual framework, the ICSC explained that it had to remain open to any new ideas and potential requests from the GA.

CCISUA also met with Ms. Catherine Pollard, the Under-Secretary-General (USG) for Management Strategy, Policy and Compliance, who reiterated that the current contractual framework needed to be reviewed despite the ICSC finding that it was fit for purpose.

She argued that Member States pressured for such periodic reviews to take place, especially major voluntary contributors in funds and programmes, where management is asked to find ways to make their funding more financially sustainable. Agility, she said, is sought to be able to respond to imminent emergencies requiring recruitment. She confirmed that the current contractual arrangements would remain in place, but that

⁹ ICSC/93/R.3 “Report of the Working Group on the review of the framework for contractual arrangements”

management is looking into a more flexible and financially sustainable contract arrangement to meet certain needs.

Staff unions have concerns regarding our “future of work” and the unclear path which the Organisation is drawing for its workforce, particularly concerning contractual arrangements and predictability of employment, benefits, and entitlements. We will continue to carefully follow any developments in this regard and push back on any negative effects on staff.

4.1.2 Compensation Review for Locally Recruited Staff

Salaries for locally recruited staff are set according to the best prevailing salaries paid locally for comparable jobs. Key to the process is the methodology establishing how comparator data is collected and measured.

The ICSC began a review of compensation for the General Service (GS) and other locally recruited categories of staff in 2018 and established a Working Group on the Review of the GS Salary Survey Methodologies. Our President has been actively participating in the Working Group on behalf of CCISUA, which, so far, has had six meetings.

The Working Group concluded that the possibility of using external data¹⁰ should be explored and piloted at certain representative duty stations in parallel with the conventional survey methodology. For that purpose, a Task Force has been set up to propose terms of reference and detailed parameters for the pilot project and to report its proposals back to the Working Group.

A breakthrough in the Working Group was the agreement to abolish multiple GS salary scales in a single duty station, which benefits the argument of “equal pay for equal work”. This agreement has been confirmed by the Commission, and with the revised salary survey methodology, one approved as a whole, the practice of establishing lower (primary) salary scales for new recruits, will be a thing of the past.

Concerning the use of external data, the Working Group recommended a 4-pronged approach as a ‘pilot project,’ where external salary positioning data from global and reputable vendors can be used in cases when there is insufficient data collected using the conventional (interview-based) approach. The avenues range from using external data in full (in case of insufficient data for National Civil Service and Public Sector comparators, overusing a combination of collected data with external data, to using the conventional survey.

We have emphasized the need to strengthen the Local Salary Survey Committee, where staff representatives play a key role and ensured, that a voluntary ‘opt-in’ for using external data (in case the National Civil Service and Public Sector data is available), to supplement

¹⁰ The proposal to use external data is driven by the difficulty of procuring data using the conventional survey methodology. It has become increasingly more difficult to convince employers to participate in our salary survey as they do not see any benefit in participating and are reluctant to share their company data. Also, there has been considerable reduction in the number of clerical staff in many companies after they have restructured or merged.

all private sector comparators with external data, requires a unanimous decision by the Committee.

When using external data, the positive results will, however, be capped for a single year, and a gap between the UN salaries and the external marked positioning will be closed over multiple years. (Positive results are capped to 3x the relevant salary movement of that year and any excess balance is rolled over to the next year).

For GS staff, this means that salaries are protected, even in the case of extreme negative results. Furthermore, the issue of staff at the same grade and level, working in the same duty station but having different salaries, will be fixed. The only negative element is that, when using external salary data, compared to the conventional survey, positive results will not be implemented in full, but 'phased in'. The same applies for negative results, where salaries will remain frozen until a notional scale (used only for tracking purposes), has caught up with the market salaries. This has already been the practice and there is no additional negative implication.

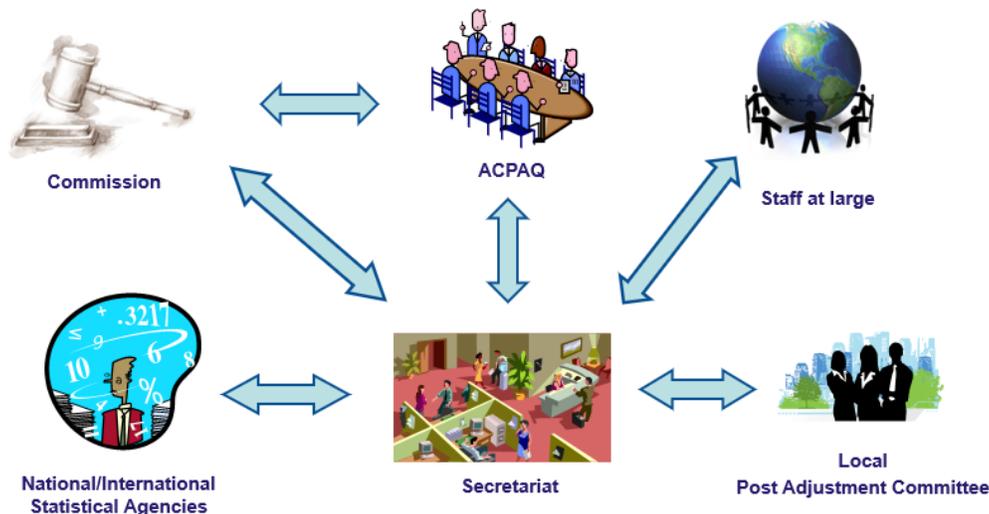
The recommendations of the Working Group will be discussed and potentially adopted in the upcoming ICSC session (March 2022).

The point that was most important for us as staff representatives was to ensure that there would be sufficient safeguards to protect GS salaries from going down as a result of a salary survey. This target has been achieved

4.1.3 Professional Salaries – Cost-of-living Survey

Salaries for the Professional and higher categories (P) staff are set according to comparable jobs in the US civil service, with a number of adjustments, including ensuring equal purchasing power regardless of duty station (this is referred to as post adjustment multiplier).

A cost-of-living survey was conducted by the ICSC in Vienna from 1 to 31 October 2021.



The Local Survey Committee (LSC), comprised of representatives of the Administrations and Staff Unions and Associations of all four Vienna-based organisations (VBOs), started with the preparations of the survey in September 2021. In consultation with the ICSC representatives, it prepared the list of selected outlets and assessed the feasibility of conducting the survey in view of possible impacts of the ongoing COVID-19 pandemic and based on the list of criteria established by the ICSC. Notwithstanding the expected changes in expenditure patterns, the Committee had no objections to starting the survey in October, with the understanding that the survey will be put on hold if the local authorities impose new restrictive measures.

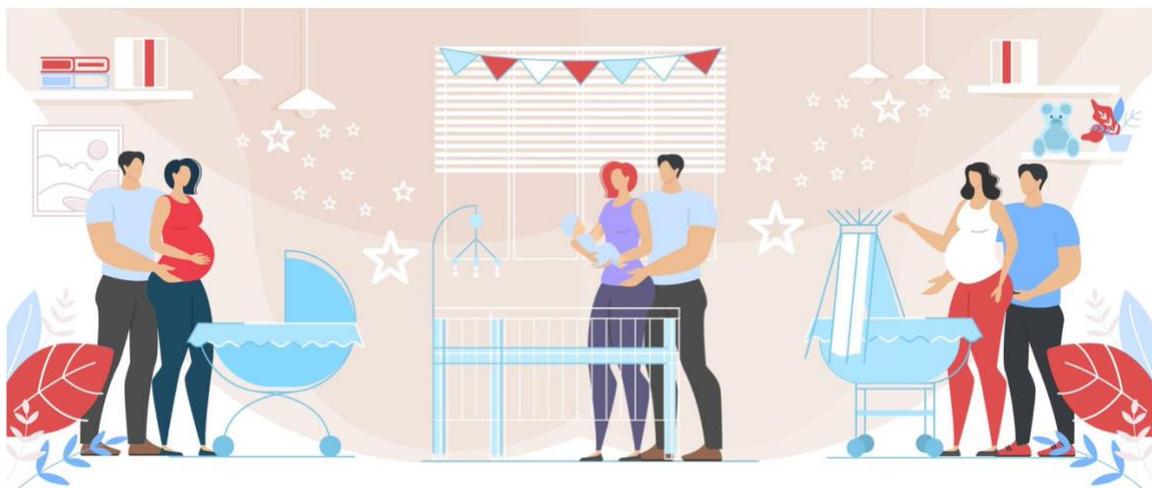
The price data collection took place from 18 – 29 October 2021 and was conducted by two ICSC Teams. Price consultants from the “Statistik Austria” and LSC observers, one of which came from our Staff Union, supported and monitored the process. 2546 price quotations were collected by the Team.

A sufficient number of staff members in Vienna completed the cost-of-living survey, reaching the sample size requirement for Vienna (1310 responses).

The data is now being analysed by the ICSC and the status report on the survey will be presented during the 94th ICSC Session in July 2022 and subsequently during the 43rd Session of the Advisory Committee on Post Adjustment Questions (ACPAQ). The results of the baseline cost-of-living surveys at HQ duty stations will be implemented in August 2022.

4.1.4 Parental Leave

The ICSC established a Working Group to examine the parental leave entitlements of the United Nations common system in a holistic and comprehensive manner. It is envisaged that the revised parental leave framework will be presented to the GA in fall 2022.



The first meeting of the Working Group took place in October 2021. Although no joint recommendation was taken at that point and further deliberations are needed, there was

a general consensus among the Working Group members that the parental leave entitlements (i.e., paid absence from work) had to be improved.

The President of our Union represents our federation, CCISUA, in the Working Group. The position of CCISUA, as well as other staff federations, was that all types of parental leave, including paternity, surrogacy, and adoption, should be harmonised under a general parental leave entitlement. Furthermore, the federations asked that the biological recovery period for the parent who gives birth be recognised as additional leave entitlement and that the resulting entitlement and policies, should use a gender-neutral wording. They also advocated for an increase in parental leave entitlements and that those should be harmonised across the UN system.

Further discussions are needed, and the next meeting of the Working Group will take place in May 2022.

For the time being, staff should be aware of the possibility to extend the period of parental leave by requesting part-time employment. While part-time employment triggers an increase in health insurance premium contributions (as management's subsidy decreases), staff might nevertheless prefer that option rather than having to go on Special Leave Without Pay (SLWOP).

The issue of parental leave will also be discussed in the context of the SMC. The SMC Working Group on parental leave will, subsequent to the work at the ICSC-level, look into revisions to the policies,

4.1.5 Review of the Jurisdictional Setup of the UN Common System

In its resolution 74/255 B, the GA expressed concern that the organisations of the UN Common System faced the challenge of having two independent administrative Tribunals with concurrent jurisdiction. It therefore requested the Secretary-General, "to conduct a review of the jurisdictional set-up of the common system and submit the findings of the review and recommendations to the GA as soon as practicable".

The UN Legal Counsel established the Working Group of the UN Legal Advisers Networks on the Review of the Jurisdictional Setup of the UN Common System to prepare drafts of the proposals requested by the GA that will provide a basis for discussions with stakeholders. The Working Group finalized its report in January 2022 and shared it with the staff federations so that they may provide feedback on the three draft proposals contained in the report: (1) Submissions by the ICSC to Tribunals during litigation of complaints arising out of an ICSC decision or recommendation; (2) ICSC guidance following Tribunal judgments; and (3) Joint ILO Administrative Tribunal (ILOAT) and UN Appeals Tribunal (UNAT) chamber to provide interpretative rulings to the ICSC.

Our Union, through its Vice-President, joined the CCISUA "Legal Task Force", which, in view of the importance of this exercise, was formed to analyse the above three proposals. With regards to the first proposal the Task Force recommended to keep the status quo

and rejected the proposal as tying the respondent organisation and the ICSC together in the submission process, which would not be legally appropriate or sound.

With regards to the second proposal, the Task Force recommended that the process of notifying the ICSC by the respondent organisation be strictly limited to informing the ICSC of the judgment in order to avoid that Proposals 1 and 2 be two sides of the same coin and entail the same risks. Once the ICSC is notified about the judgments, CCISUA insists that the discussion of the judgment at the next regular meeting of the ICSC include the full participation of the staff federations and that the proposed measures to be taken by the ICSC be fully discussed.

With respect to the third proposal i.e., the establishment of a joint chamber, CCISUA reiterates that maintenance of the status quo is more favourable.

4.2 Secretariat Issues

4.2.1 Human Resources Strategy

Our Union presented a paper at the SMC IX meeting in October 2021 requesting management to update staff on various issues affecting human resources management for the period beyond 2021, including: planned changes to human resources related administrative issuances; the strategic workforce planning framework, including future of work; impacts of the proposed new competency framework; removal of the G-to-P barrier; centralization of services¹¹; career enhancement and advancement; and proposed measures for strengthening inclusivity.



In this regard, the paper called on management to proactively engage and consult with staff representatives in advance before issuing forward-looking strategies so that both sides could coordinate and share priorities that could be incorporated into policy thinking. Staff also requested a discussion on the implications of the People Strategy 2021-

2025.

Management confirmed their commitment to undertake consultations on the implementation of the strategy. The issue has been added as a standing item of the meetings of the 3x3 contact group and will be discussed at upcoming SMC meetings.

4.2.2 Continuing Contracts

The continuing appointment review exercise is supposed to take place every year in order to determine how many staff may be eligible for that type of contract.

¹¹ The role of the OneHR (United Nations Global Centre for Human Resources Services), status of mutual recognition on HR-related services in the UN Secretariat as well as the overlap with the Global Service Delivery Model (GSDM)

Unfortunately, there was a considerable delay with the 2015 review and the official process started only on 1 December 2021. Also, there are no available continuing appointments for Professional and Field Service staff for the 2015 exercise as there is a greater number of current staff members with a permanent or continuing appointment than the calculated post envelope. An envelope of 636 posts is available only in the GS category.

While staff were pleased that the exercise finally went ahead, they have been urging management to avoid such delays in the future as they are disappointing and demoralising to staff. Expediting the exercise would demonstrate management's recognition, respect, and appreciation for the staff's dedication to the Organisation.



In response to continuous requests for updates, in the last SMC meeting management advised that they were exploring the possibility of proceeding with the 2016 exercise as soon as feasible after the 2015 review, expected to be finalised by March 2022, and that, to that effect, they were working on continuing appointment review automation opportunities in Inspira.

4.2.3 Performance Management

The SMC Working Group on Performance Management (PM), in which our Union has been participating, completed its interim report in January 2021, which enabled implementation of the new PM approach in April 2021.

Staff representatives regretted the hasty roll-out of the new system and felt that they had been left with very little space to influence its design, since management pushed hard for its hurried implementation in the 2021-2022 cycle.

The Council members were approached by many concerned staff, who despite the two trainings provided by HRMS, did not feel they had a good understanding of the new process. Furthermore, the First Reporting Officers (FROs), particularly those in senior positions who have many staff reporting to them, had a lot of additional work as they had to create the performance documents for all of their supervisees in the new system.

The Working Group's final report, issued in September 2021, presented their conclusions and recommendations for improvement of the PM system. It incorporated elements advanced in the interim report as well as considerations drawn from the evaluation of the Agile PM Pilot. However, it also recommended that further review at the end of the 2021-2022 cycle was needed to ensure change has taken place regarding identification and resolution of issues of underperformance, and requested that the recommendations in

their report be further reviewed by OHR for any changes required in the revised policy,¹² issued in August 2021.

The Working Group's report was adopted by the SMC IX in October 2021, taking note of the agreements as well as the single point of disagreement between management and staff regarding underperformance, which was referred for decision by the Secretary-General.

Staff expressed their concerns regarding the use of the Performance Improvement Plan (PIP) in the absence of a performance evaluation that had been confirmed by a rebuttal. It was also proposed to shorten the minimum duration of the PIP to two months.



The Secretary-General decided that no change should be made to the existing process to address underperformance with the most appropriate remedial measure, which may or may not include the use of a PIP. He also decided that the current duration of at least three months for a PIP should be retained, as he is of the view that the PIP is a key tool for raising performance to a satisfactory level, and that there is the need to ensure sufficient time for the demonstration of discernible improvement.

Although it has concluded its work, the SMC Working Group will remain open as a monitoring and oversight group.

4.2.4 New Organisational Policy on Downsizing

The SMC Working Group on Downsizing was established in February 2020 to review the elements of the earlier, 2016 SMC agreements with a view to updating them, taking into consideration several subsequent developments which resulted from the long delay in policy promulgation. Our Union had a very active role in this Working Group, co-chairing it as well as driving the agenda and participating in numerous meetings.

During the SMC IX meeting, staff union communicated disappointment that the issuance of the ST/AI on downsizing was still pending since 2016. Management explained that further changes to the draft policy were required in light of recent Tribunal judgements.

We expect that after SMC X in April 2022, the revised draft ST/AI and accompanying HR Policy Guidance will be shared again so that all stakeholders can see the revisions in detail and provide written feedback for consideration in finalizing the policy.

¹² ST/AI/2021/4 "Performance Management and Development System", 13 August 2021

4.2.5 Mobility and Selection Process

Our Union has had a very active role in the SMC Working Group on Staff Selection and Mobility with our Vice-President as its co-chair and the President as one of its members.

The Working Group continues discussion on the elements of staff selection with a view to feeding into the potential amendments to ST/AI/2010/3 on Staff Selection System in a phased manner.

Following the adoption of its First Interim Report, dated 19 February 2021, the Working Group held a number of meetings and finalised its Second Interim Report in November 2021. The report, which was adopted by the SMC on 23 February 2022, lists

- agreed principles relating to staff selection (accessibility and non-discrimination with regards to classification and selection; diversity of assessment panels; enhancement of platforms for global applications; standardised and technical testing approaches; need to review the Central Review Bodies (CRB); lifting of the expiration of roster memberships; continuous feedback mechanism on selection or non-selection),
- an overview of disagreements (shifting the responsibility of reviewing evaluation criteria from CRB to HR, feedback mechanism for JO cancellation), and
- next steps and pending topics for the next and third round of discussions (standardised and technical testing approaches, roster management, liens, and the research and use of private information about applicants obtained by hiring managers from social media)

4.2.6 Delegation of Authority

Ever since the promulgation of the ST/SGB/2019/2¹³ on Delegation of Authority (DoA), staff unions have been calling for more accountability and transparency in the DoA framework.

In the SMC IX meeting, staff argued that the DoA on HR matters should be constrained because of the differences in implementation, which led to fragmentation of policies across the system and to a differentiated treatment of staff.

Staff regretted that management remained unwilling to discuss any revisions to ST/SGB/2019/2, stating that any changes are at the full discretion of the Secretary-General, and hence do not need to be consulted with staff representatives.

Staff unions will continue to monitor the application of the DoA and accountability framework through their participation in the SMC Working Group on DoA, which is now due for reactivation.

¹³ ST/SGB/2019/2 Delegation of authority in the administration of the Staff Regulations and Rules and the Financial Regulations and Rules

4.2.7 Part-Time Employment

The current administrative instruction on part-time employment¹⁴ has not been updated since 1988 and it offers only one part-time option (50 per cent).

Our Union participated in the SMC Working Group, which had the task to revise and modernise the policy in line with other human resources policies supporting the work-life balance of UN staff members.

The Working Group completed its report in April 2020. The new proposed policy provides three options for part-time employment, 50, 80 & 90 per cent, whereby the goals in the work plan are to be adapted to the percentage of work time in order to ensure a fair performance assessment.



Furthermore, the policy includes provisions to facilitate part-time employment in case of potential funding shortfalls in order to stretch the tenure of colleagues and keep them in employ and insured.

While the principles for the revised policy have been adopted by SMC, management had to incorporate additional changes that are now being reviewed. We expect the revised policy, addressing the additional concerns raised by staff, to be issued soon.

4.2.8 Removing the G to P Barrier and General Service Career Prospects

For a very long time now UN staff unions have been campaigning for our colleagues in the GS and related categories to be able to freely apply for the positions in Professional and higher categories for which they meet the requirements without having to go through the G-to-P exam.

Unfortunately, the GA has continually delayed the proper consideration of the proposal to remove the G-to-P barrier. The topic is scheduled for consideration during the ongoing, resumed part of the 76th session of the GA, but it remains unclear what their decision will be.

The “Single representative for staff views to the GA” has recently addressed the Fifth Committee on this matter, reiterating that the removal of career advancement barriers for GS staff is one key step toward the real rightful reform. She urged Member States to support the pilot project¹⁵ through which GS staff would get the chance to apply to professional posts outside those allocated for the YPP program.

¹⁴ ST/AI/291/Rev.1 Part-time employment

¹⁵ In 2018 the Advisory Committee on Administrative and Budgetary Questions (ACABQ) recommended that the Secretary-General develop a proposal for a pilot program regarding this matter (A/73/497)

Compiling relevant data, elaborating scenarios, and building compelling arguments to achieve the removal of the G-to-P barrier are the topics included in the expanded terms of reference of the SMC Working Group on GS career prospects. The Working Group will also look into career options of the GS staff in general.

4.2.9 Unemployment Insurance / Salary Continuation Insurance

Staff members who leave the Organisation and become unemployed for a certain period of time, may face significant challenges, such as losing the legal grounds for residence in the host country; disruption of income; and loss of social security coverage.

It is noted that a termination indemnity is intended to alleviate some of the issues staff members may face when leaving the Organisation, however a more comprehensive solution to this problem is needed.



To that effect our Union presented a paper at the last SMC meeting, proposing to evaluate a global scheme that would cover medical insurance

and salary continuation insurance for at least six months after exit from the Organisation to alleviate effects of losing gainful employment with the UN.

The SMC agreed that management would explore separate insurance cover for (a) unemployment insurance and (b) separate health insurance coverage for (i) children over the age of 25 years, and (ii) secondary dependents.

Management, however, set very clear parameters in that regard: the scheme would have to be separate from the ones offered to serving staff members, based on a separate vendor-based insurance package; participation in this separate scheme would not count toward eligibility for the After Service Health Insurance (ASHI); and it would be entirely financed by participants (including the administrative fee).

We are expecting to hear back from management on if and how such a scheme can be implemented.

4.2.10 Career Stagnation of Colleagues at Entry-Level P Positions

In its paper submitted during the SMC IX meeting, our Union addressed issues with the career stagnation of all categories of staff, but in particular that of P2 staff, the resulting blockages to new recruitment from the Young Professionals Programme (YPP) roster, and the increasing age and overqualifications of staff continuously holding these P2 contracts.

We proposed measures to address career development issues for staff at the P2, particularly those serving at the junior level for more than ten years, including: an analysis of career dissatisfaction and stagnation, conducting substantive exit interviews, potential automatic transfer to the P3 level for YPP staff as done in the language services, formation of a related working group, creation of a pool of P3 posts especially for YPP staff, highlighting of YPP/NCE status to hiring managers, and allowing P2 staff facing stagnation to participate in the managed reassignment programme additional times.



Management indicated that career development was a shared responsibility between staff, managers and the Organisation and that the career framework for the future is anchored in the close linkages between learning and skills development and career fulfilment. It was noted that data on staff serving at the P2 level indicated that two-thirds of staff progress in their careers within five years of service at the P2 level. Management also informed that an evaluation of the YPP would be conducted in early to mid-2022.

In one of the subsequent SMC ad hoc meetings, management introduced a publication entitled “Career Satisfaction: A Support Framework for Staff of the UN Secretariat”, on which they sought feedback from staff representatives.

Staff representatives indicated that they were looking forward to contributing to this work. They said that it was a good starting point and appreciated the openness to look at career satisfaction in a more structured manner. However, they noted that consultations with staff would be required on the framework’s implementation and changes to any relevant AIs.

4.2.11 Expiration of roster memberships lifted for all rostered candidates

In the last SMC session, our Union presented a paper expressing concern that some roster memberships were still expiring, despite the suspension of the previous mobility policy¹⁶

¹⁶ ST/AI/2016/1 “Staff selection and managed mobility system”

and highlighted our position that expiration of roster membership should not be reintroduced.

Management agreed to lift the expiration of roster memberships for all currently rostered candidates, to align it with the indefinite roster membership period,¹⁷ and to reflect that change in Inspira. Kindly note that this does not apply for YPP rosters, which are governed under a different policy and continue to expire. Staff representatives continue to negotiate for the equal treatment of all personnel who are rostered at the P2 level so that their roster memberships are visible in Inspira and will not expire.

4.2.12 The date of “Entry on Duty” in the Organisation and Its Effects on Terms and Conditions of Employment

Some staff members who changed jobs and were re-appointed before September 2010 may have an “Entry on Duty” (EOD) that does not reflect the totality of their continuous employment within the Organisation.

Several staff members have approached the Staff Council to inquire about their EOD date, expressing concerns that it may be incorrect and about effects it might possibly have on their terms and conditions of employment.

In 2020, Staff Rule 4.17 states:

*(b) The terms of the new appointment shall be fully applicable without regard to any period of former service. **When a staff member is re-employed under the present rule, the service shall not be considered as continuous between the prior and new appointments.** [emphasis supplied]*

Prior to September 2010, however, the Staff Rules were silent regarding the effect of re-appointment on continuous service and there is an argument in certain circumstances that a staff member’s period of continuous service may be longer than that reflected by the EOD on record.

The EOD itself cannot be challenged as an adverse administrative decision. As per a UNAT judgement, decisions regarding the EOD and refusals to amend it are not, on their own, qualifying administrative decisions¹⁸ and cannot be appealed unless there is a clearly demonstrated impact on the staff member’s contractual rights. The impact cannot be speculative and must be actual and demonstrable.

These are a selection of possible situations/cases where an EOD date might affect your contractual rights and about which you should be vigilant, bearing in mind, however, that there may also be many other criteria that are the reason for a decision, unrelated to the EOD date.

- Termination indemnity and/or end-of-service allowance (the latter being granted only at the duty station Vienna)

¹⁷ As per ST/AI/2010/3 “Staff selection system”

¹⁸ In its Judgment No. 2020-UNAT-987(Avramoski), the UNAT unequivocally stated that “both the entry of the EOD date and the subsequent refusal to amend it were not administrative decisions”.

- Denial of a deserved continuing appointment¹⁹
- Denial of admission to YPP (5 years eligibility)
- Denial of Special Leave Without Pay (SLWOP) (minimum three years of service pursuant to ST/AI/2005/2)

Should you feel that a benefit or entitlement was not granted to you because of, or with reference, to your EOD date, please bring your individual situation to the attention of HRMS, with a reasoned submission including the following detailed information as a minimum:

1. Relevant employment history with supporting documentation;
2. Existing EOD date on record, that you consider incorrect, and an indication, what you think would be the correct EOD date and why; and an
3. Explicit elaboration of your grievance, including detrimental effect on your terms and conditions of employment.

If following your interaction with HRMS, the issue has not been resolved, you might consider that the administrative decision violates your employment rights. You may further decide to use the UN's formal appeal mechanism.²⁰

You can contact the Staff Union or the Office of Staff Legal Assistance (OSLA) for legal advice and support.

Dues-paying members of the Staff Union may also be eligible to receive free legal consultation and assistance from the Staff Union's lawyers, pending a review of their case by the Staff Committee.

¹⁹ It is important to note that consideration for continuing appointment has many other eligibility requirements and that staff at the G-4 level for example have not gone through CRB review (i.e., have appointment limitations) and hence would not be eligible for continuing contracts for reasons not immediately visible from and unrelated to the EOD date.

²⁰ Please be aware of the timeline: the request for a management evaluation must be submitted within 60 calendar days of the time you received notification of the administrative decision you are contesting.

5 Participation in Relevant Global Fora

In order to have our voice heard as strongly as possible in policy discussions and decisions that affect staff, the Staff Council participates in various fora.

5.1 Representation at the Staff-Management Committee

The Staff Council remains fully engaged and highly committed to the SMC, through participating in SMC sessions, monthly ad-hoc meetings and by contributing jointly with other staff unions to papers and positions.

Due to the COVID-19 pandemic, the SMC IX face-to-face meeting was delayed and finally took place in Bonn, Germany, from 4 to 9 October 2021. It was preceded by two days of preparatory meetings for staff representatives to help them find common positions on various SMC agenda items. Given the need to keep the physical footprint as low as possible, the meeting was limited to two in-person participants per union, whereas advisors participated virtually.



Our Union is taking a strong and pro-active role in the SMC. The President of our Staff Union has been serving as a member of the Steering Group (the “3x3 Contact Group”) since election in April 2019. This Group, comprised of three representatives from management and three representatives from staff, coordinates the work of the SMC, closely together with the SMC President, Vice-President, and Secretary.

Eight papers were submitted by our Union for discussion during the SMC IX. One of the papers addressed concerns about the selective and inconsistent adherence by management to the established legal frameworks governing the work of the SMC, as well as the lack of staff inclusion in the discussions that need to take place prior to the issuance of policies. Other papers concerned human resources strategy and its elements which the Secretary-General wishes to propose to the GA for the period beyond 2021; COVID concerns related to human resources matters; health impact of the Remote Simultaneous Interpretation (RSI) and its future use at the UN; structural issues and organizational support for colleagues at entry-level P positions; expiration of rosters under ST/AI/2016/1 and waiving of roster expiration; oversight of OIOS and investigative functions; and unemployment and salary continuation insurance.

The work of the SMC is conducted through various Working Groups organised according to topics. The Staff Council currently has representatives in the following Working Groups:

- Delegation of Authority (due for reactivation)
- Staff Selection and Mobility
- Performance Management (submitted report to SMC, remains open to monitor implementation)
- Parental Leave (currently suspended pending outcome of the ICSC Working Group)
- Administration of Justice
- Review of ST/AI/2017/1 (pending establishment according to SMC VIII agreement)

5.2 Representation through our Federation, the Coordinating Committee for International Staff Unions and Associations

Our Staff Council continues being active in the federation to which it belongs, namely the Coordinating Committee for International Staff Unions and Associations (CCISUA).

Because of the COVID-19 pandemic, the 36th CCISUA General Assembly was again held virtually, from 1 to 4 June 2021. Members' discussions focused on CCISUA's systemic challenges, its governance and structure, as well as tensions which had resulted in resignations (three different Presidents, General Secretary, and the administrative assistant) and a loss of an important contributing member, the New York Staff Union.

Other important topics included financial challenges related to the voluntary contribution scheme, the lack of administrative support and the proposed statutes amendments. Common System issues were addressed in a virtual meeting with the ICSC Chair.

From 16-19 November 2021, CCISUA members met in person for the first time since the outbreak of the pandemic. The meeting took place in New York and was hosted by UNICEF. It was the occasion for the members to discuss numerous important topics: future of work, contractual framework, cost-of-living survey, GS salary survey methodology review, parental leave reform, pension fund, mental health, security and safety of staff in the field, particularly in Afghanistan, jurisdictional set-up of the common

system, COVID-19 related matters, as well as diversity matters. Those topics were also on the agenda of the meetings with senior officials from the UN and ICSC²¹.



The President of the Staff Union took the opportunity of being in New York to hold several bilateral meetings with senior management to address concerns related to COVID-19, partial disability and accommodation for long COVID, health issues related to the use of Remote Simultaneous Interpretation, FWA, mobility, delegation of authority, and common system issues.

The President, who in the past had served as the Vice-President for Communication & Outreach and had headed CCISUA as President for a year, continues representing CCISUA in the ICSC Working Group on Parental Leave and the ICSC Working Group on GS Salary Survey Methodology, including its Task Force on Local Salaries.

The Vice-President of the Staff Union serves on the CCISUA Legal Task Force, analysing the draft proposals contained in the report of the Working Group of the UN Legal Advisers Networks on the review of the jurisdictional setup of the UN Common System.

Ferdinand Grimm, an alternate member of the Staff Council, continues to serve as a member of the Finance Committee that is responsible for monitoring CCISUA's financial activities and advising the CCISUA Bureau on all financial matters. He has also actively assisted CCISUA in setting up their Euro account.

²¹ Larbi Djacta, ICSC Chairman; Catherine Pollard, USG/DSMPC; Hawa Diallo, UNPAD; Gurchaten Sandhu and Gabe Scelta, UN-Globe; Rosemarie McClean and Pedro Guazo, UN Pension Fund; Jan de Preter, Pension Fund Board; Therese Fitzpatrick, UN System Workplace Mental Health and Well-Being Strategy; Shireen Dodson, UN Ombudsman; Martha Helena Lopez, ASG for Human Resources; Phyllis Hwang and Georges Politakis, co-chairs of the Working Group on the Review of the jurisdictional setup; Dr Michael Rowell, UN Medical Services Division; Bill Miller, Director of Regional Operations, UNDSS

6 Staff Protection and Legal Assistance

6.1 Legal Assistance for Staff

The Staff Council attaches great importance to the provision of adequate and appropriate legal assistance for staff. As a result, the availability of legal resources has been one of the priorities of the Staff Council and has resulted in a significant strengthening of legal advisory services as indicated below.



In addition, the Staff Council remains continually available to colleagues wishing to consult with them on work-related issues. Advice is provided on options available to them, and assistance is given in seeking justice, whether through informal or formal channels, such as through the provision of legal assistance to contest an administrative decision.

Dues-paying Staff Union members are entitled to two free legal consultations per year from English speaking lawyers on both work-related and non-work-related matters.

6.1.1 Lawyers available for work-related issues

Two lawyers are normally available weekly in room C0341 to offer consultations on work-related issues to dues-paying members of the Staff Union. A third lawyer, Mr Timothy Lemay, is available via phone or email.

(1) [Ludovica Moro](#)

Tuesdays, from 2:00 to 4:00 pm (by appointment only)

Tel. +43 676 685 5658

Email: contact@ludovicamoro.eu or ludovica@modu.law

Partner of Modulaw: www.modu.law

(2) Laurence C. Fauth, Esq.

Thursdays, from 08:00 to 12:00 am (by appointment only)

Maria-Treu-Gasse 2/15, 1080 Vienna

Tel. +43 (0) 664 205 84 58

Email: info@unattorney.com

Web: www.unattorney.com

(3) Mr Timothy Lemay, BA, JD - Consultant/Legal Advisor

Available by phone: +43 699 11666067 or email: tlemay1090@gmail.com

A fourth lawyer, Mr Jeffrey Dahl, who is an expert in UN rules and regulations, continues advising staff on general legal issues. His services include assistance in the submission, representation, and management of individual dues-paying Staff Union members' cases in the UN Administration of Justice system.

During the reporting period, Mr Dahl provided legal advice on work-related grievances to four staff members while he continues assisting an additional case pending before the UN Dispute Tribunal (UNDT).

He delivered a legal workshop to the newly elected Staff Council members and provided his legal opinion to the Staff Council with regards to the by-election in one of the electoral units and to the EOD date impact on terms and conditions of employment.²²

The Council supported the legal representation of five more staff members at its expense.

The majority of grievances related to harassment, including sexual harassment, while others related to contractual issues.

The Staff Union also funded legal assistance to Conference Management Service staff who sought a legal opinion on the increase on the workload standard for translation services, including self-revisers, and on avenues for a potential contestation.

Finally, the Staff Union decided to collaborate with the Staff Union in New York in supporting cases filed against the increased workload standards for translators and to sponsor seven applications submitted by UNOV/UNODC staff.

The Staff Council also has the Support Fund for the representation of vulnerable groups including colleagues on precarious contracts (the so-called "non-staff" / "affiliate staff"). With the Gift Shop being the funding source for the representation of those UN colleagues, no membership dues are used or redirected for this purpose.

²² For details see chapter 3.2.13 of this report "The date of "Entry on Duty" in the Organisation and Its Effects on Terms and Conditions of Employment"

All project / activity / funding proposals that are to be paid from the Support Fund need to be submitted in writing and addressed to any member of the Staff Committee. The proposals are discussed by the Staff Committee, who ultimately may approve or decline the request.

6.1.2 Lawyers available for non-work-related issues

Six lawyers are normally available weekly in room C0341 to advise staff on non-work-related issues. Up to two free legal consultations per year are provided to dues-paying members of VIC Staff Associations/Unions. As one needs to present their Staff Union membership card, staff members who no longer have their card may contact the Staff Union's office (E1112).

(1) Stadler Völkel Attorneys at Law

Mondays, from 2:00 to 4:00 pm (by appointment only)

Seilerstätte 24, 1010 Vienna

Tel: +43 (1) 997 1025-33 (Stadler), +43 (1) 997 1025-22 (Völkel)

Email: consultation@svlaw.at

<http://www.svlaw.at/en/>

Stadler Völkel Attorneys at Law offer two free consultations per year for non-work-related matters; 25% discount on hourly rate; and a fixed fee for real estate transactions.

(2) Andrea Posch, Lawyer/Mediator i.T.

Tuesdays, from 4:00 to 6:00 pm (by appointment only)

Moellwaldplatz 5 / Mezzanin, 1040 Vienna

Tel: +43 1 890 6607

Email: office@apeslaw.com

www.apeslaw.com/

Ms Posch offers two free consultations per year for non-work-related matters.

(3) Paar and Zwanzger, Rechtsanwaelte-Partnerschaft (GbR)

Wednesdays, from 4:00 to 6:00 pm (by appointment only)

Wiedner Hauptstrasse 46/6, 1040 Vienna

Tel: +43 (0) 581 3332

Email: kanzlei@paar-zwanzger.at

Paar and Zwanzger offer one free consultation per year for non-work-related matters.

(4) Rechtsanwalt Mag. Paul Nagler, BSc, LL.M. (UCLA)

Tuesdays, from 12:00 am - 2:00 pm (by appointment only)

Maria-Tusch-Straße 8, Stiege 2, Top 2A, 1220 Vienna

Tel: +43 (1) 280 2631

Email: office@ra-nagler.at

www.ra-nagler.at

Mr Nagler offers two free legal consultations (30 minutes each) per year and 20% discount off normal rates (plus VAT and applicable taxes).

(5) Dr. Roland Gewessler, MRICS

Fridays, from 2:00 to 4:00 pm (by appointment only)

Schellinggasse 3/7, 1010 Vienna

Office Tel: +43 (1) 513 52 56 0, Cell: +43 (0) 664 464 90 70

Email: roland.gewessler@rglegal.at

Dr. Gewessler offers two free consultations per year for non-work-related matters.

(6) Wurst & Ströck Rechtsanwälte Partnerschaft

Mondays, from 4:00 to 6:00 pm (by appointment only)

Mahlerstraße 5, 1010 Vienna

Office Tel: +43 (1) 290 50 90

Email: office@austrialaw.at

http://austrialaw.at/content/home_de/

7 New Statutes and Rules of the UNOV/UNODC Staff Union

Many areas of the old statutes of the Staff Union warranted a comprehensive review and reissuance. A dedicated Working Group was established, with the intention to update and modernize the old statutes in order to make them more relevant and responsive to members' needs. Following an important number of meetings, including close consultation with the Staff Union's legal counsel, Mr. Jeff Dahl, and the Polling Officers, the Working Group completed the revision in February 2021.

The new revised statutes contain several notable changes:

(1) The biggest single change is the addition of a dispute resolution mechanism in the form of an arbitration system. Interviews of members indicated the need for a dispute resolution system that is peer operated, responsive and that provides members with the confidence that their issue was heard and considered. The drafters decided that a peer arbitration system would serve these purposes best. Parties to a dispute can now each select an arbitrator from a panel of qualified peers. The two selected arbitrators then select a third arbitrator and decisions are made by majority vote. The new section limits the disputes subject to arbitration and the remedies the arbitrators can hand out.

(2) The Election and Polling Officers section in the old statutes was difficult to follow and understand. The section on Polling Officers is now separate from the section on running elections. Under the new statutes, Polling Officers are selected by members rather than unit officers and the amount of Polling Officers can now be between 3 and 5. Additionally, terms for Polling Officers are increased to 4 years.

(3) The election process in the old statutes was also challenging to follow. The new statutes have resolved issues surrounding the need to constantly redefine electoral units and clarified nomination and election processes.

(4) The old statutes were convoluted with regard to the Staff Union organs and processes and needed updating to reflect the current needs of the organisation. The new statutes primarily clarify this language but also add the ability for the Staff Council members to discipline other Council members for violations of statutory and procedural rules. The new rules also provide an important update by recognizing that in certain circumstances quorum limitations can be avoided by electronic or absentee ballots.

(5) Significant effort was spent redrafting archaic language and to clean up the overall look of the document so that it is now more approachable and understandable to all members.

(6) Lastly, the name of the Union has been changed, removing "Vienna", and using UNOV/UNODC instead. This change has been introduced to reflect the inclusion of all staff administered by UNOV and UNODC, namely both those working in Vienna as well as those in the field and other duty stations.

The revised statutes were reviewed by OLA, who concluded that the proposed amendments did not raise any legal issue and were consistent with Staff Regulation 8.1(b)²³ and Staff Rule 8.1 (c).²⁴



Following the clearance from OLA, the new version of the Statutes was put to a referendum and adopted²⁵ by the membership.

The Staff Council will now create the Union's Rules and Procedures and other administrative and operational documents, necessary to complement

the statutes.

The current Staff Council was elected under the old statutes and would therefore still be bound by them. For that reason, all members of the Staff Council, including their alternates, will be signing a self-declaration, individually confirming that they accept and adopt the new statutes so that the Council can already apply them its current operations.

With the upcoming Staff Council elections in the first quarter of 2023, the name of the Staff Union will change and the first session of the UNOV/UNODC Staff Union will operate under the new statutes.

²³ Staff Regulation 8.1(b) requires that staff representative bodies be organised in such a way as to afford equitable representation to all staff members.

²⁴ Staff Rule 8.1 (c) provides for the right of staff members to participate and be eligible for elections to a staff representative body.

²⁵ As 31.2% of the membership of the Staff Union submitted a ballot (497 out of 1591), the 25% participation threshold in order for the referendum to come to decision was met (pursuant to article 6 (3) of the old Statutes and Rules of the Staff Union, in force at the time of the referendum). 487 received ballots were cast for 'Yes' on the question ("Do you agree that the United Nations Staff Union at Vienna adopt the proposed statutes and rules presented to the union membership by the Staff Council during the townhall held on 10 November 2021?") comprising the majority of the 497 ballots cast. The membership of the Staff Union thus adopted the new Statutes and Rules. Pursuant to article 34 (2) of the old Statutes and Rules, the new Statutes and Rules came into effect three working days following the outcome of the referendum: 1 February 2022.

8 Communication and Outreach

One of the Staff Union's endeavours is to further increase its visibility and raise staff awareness. To this end, several activities have been continued, including those referred to below.



The website of the United Nations Staff Union at Vienna <http://staffunion.unov.org> is updated with information on news, the activities of the Union, important documents, contacts, information on meetings and the services the Union provides.

Another useful source of information is the website of our staff federation, CCISUA: <http://www.ccisua.org/>. This website displays regularly updated articles, providing coverage of issues pertaining to the Common System staff and putting forward CCISUA's positions on a variety of topics.

Members and alternates of the Staff Council continue using a *Virtual Office*, which acts as

- A document repository
- Outreach platform to members of the Staff Council including discussion board
- Repository for tracking all decisions taken by the Council and its subsidiary bodies
- Primary source of information regarding the work of the Council

Similar systems have been introduced under the leadership of our Staff Council for

- SMC staff-side wiki
- SMC 3x3 wiki and *agreements tracker* (now the official agreements repository of the SMC)

All these initiatives are driven by the need to increase transparency.

You are strongly encouraged to contact your staff representatives on any issues that affect you. The more fully informed the Staff Council is of those issues, the better it is able to represent you and facilitate changes to policies and conditions that protect and benefit you.

In case you wish you reach out to the Council anonymously, a *suggestion box* is installed in front of E1112 (the Staff Union Office).

9 Services to Staff

9.1 Staff Union Dues

While all staff of UNOV/UNODC are nominally members of, and represented by, the Staff Union, **payment of dues is completely voluntary and not automatic.**

The Staff Union depends on its members' contributions and each dues-paying member's



small contribution goes towards a collective fund to develop and fund activities that will benefit us all. Joining the Union adds to the impact of our collective efforts to improve conditions of service and expand our programmes to serve your needs more effectively.

Union dues are set at 0.15 per cent of your monthly net salary, plus allowance. They are automatically

deducted from payroll, after staff fill out a membership form available from the Staff Union's office or on our website: <http://staffunion.unov.org/su/en/your-union.html>

By becoming a dues-paying member you are underlining your solidarity with the cause of fundamental staff rights.

In addition, you receive a membership card, which provides the possibility of accessing professional legal representation at the UN appeal boards and tribunals, as well as to a whole range of other [services and discounts](#) provided to dues-paying members.

Please note that we do not receive any notifications when staff are re-assigned to different UN Entities and that contributions are therefore not automatically stopped when a staff member moves to a different UN entity. The onus is on the staff member to notify us and send us a request to discontinue the deduction of their membership dues.

You may wish to verify whether you are a dues-paying member of the Staff Union or not. The best way to do this is by looking at your payslip and the listed deductions. If you are a dues-paying member one of the deductions should be for "Staff Assoc Vienna". Some of you may be contributing to the Office of Staff Legal Assistance (OSLA). Kindly note that this is a different deduction, unrelated to active membership in the Staff Union.

9.2 Utilisation of Union Funds

9.2.1 Agreement with the Austrian Tenants' Union

Thanks to the agreement with the Austrian Tenants' Union (“*Mietervereinigung*”), signed in 2017, the dues-paying members of the Staff Union continue to have free access to the following services:

- personal counselling on tenancy issues, either on the phone or personally in the offices of the Tenants' Union
- assistance with drafting correspondence to the house/apartment owner or house management



- verification of rental contracts (scanned copy with any questions can be submitted through the office of the Staff Council to the Tenants' Union and a reply is normally provided within one to two days)

- staff members who require additional assistance which goes beyond services listed above are exempt from paying the registration fee and immediate service fee and only have to pay the regular membership fee.

The service remains very popular and highly appreciated by staff, particularly by those who might not be familiar with the Austrian laws and the German language. Positive feedback has been received from many staff members who took advantage of the service.

9.2.2 Charity Donations

Every year the Staff Council donates ten per cent of the profit generated from the sales of the Gift Shop to a charity.

Despite the decrease in the shop's revenues due to the pandemic, the Staff Council, in their meeting of 9 March 2022, decided to donate EUR 40,000.00 to different humanitarian organisations providing urgent relief to people in need. EUR 10,000.00 have been donated to the Red Cross, Doctors Without Borders, UNHCR and SOS Kinderdorf respectively.

The Staff Council also provided direct financial help to UNODC personnel in Ukraine.

9.2.3 Gift Shop

The Staff Council has been managing the operation of the Gift Shop at Gate 1 for many years. The Shop offers a wide range of products, and the **dues-paying members of the Staff Union have a ten per cent discount on any item.**

The profit from the sales is split. The biggest portion is used to support the activities of the Staff Union, whereas smaller portions are allocated for charity donations (10 per cent) as well as adding funds to the *Support Fund* of the Staff Council.

Due to the COVID-19 pandemic, the shop, as in the previous year, was often closed or operated with reduced hours only. This led to a repeated decrease in 2021 revenue. The decrease, however, is not damaging to the overall financial health of the Union, thanks to financial reserves accumulated in previous years.

9.2.4 Training for Staff Representatives

The Staff Council funded three different trainings for staff representatives during the reporting period.

Members of the newly constituted Staff Council participated in an induction training for staff representatives in the form of two webinars and several online learning platform activities. The training covered subjects such as the roles and responsibilities of staff representatives; building the staff association; and introduction to representing constituents.

The induction training was followed by a legal workshop for the Council members.



Following a general introduction on the UN internal justice system and the informal and formal dispute resolution, staff representatives learned how they can best assist and advise constituents who wish to contest an administrative decision or who believe to be a victim of harassment, abuse of authority or discrimination.

Ten staff representatives participated in the certified coach training organised by the HRMS Talent Development Team. The training was useful for their day-to-day operations as staff representatives as it

enhanced their communication skills and helped them develop a strong focus on supporting constituents.

9.3 Staff Services

The Union's Staff Services Officer is responsible for contacting external vendors who provide commercial offers and discounts to dues-paying members.

Due to COVID-19, Staff Services offices in E1114 and C037 were sporadically closed. When the offices are closed staff can contact the relevant service providers by email, telephone or, if the pandemic related measures allow it, visit them in their local shops/offices.

The relevant information about the discounts and Staff Union services is available on the Staff Union website: <http://staffunion.unov.org/su/en/staff-union-services.html>



The list of shops and services offering discounts is available at: <http://staffunion.unov.org/su/en/your-discounts.html>



All the information on staff services and discounts available to staff are shared among all VBOs in the VIC resulting in more staff members having access to more services.

The Staff Services Office is also responsible for organising the popular holiday raffle. However, in 2021, like in 2020, the holiday raffle could not take place because of the COVID-19 pandemic.

10 Joint Bodies and Common Services in VIC

The Staff Council strives towards having staff-friendly and staff-oriented common services in the VIC. In order to contribute to this, the Staff Council has staff-nominated representatives who participate in the joint bodies and common services in the VIC.



10.1 Joint Advisory Committee on the Child Care Centre

Effective 8 September 2021, two new members were appointed as UNOV/UNODC staff representatives on the Joint Advisory Committee on the Child Care Centre (JAC-CCC). There was a handover period of several months to ensure a smooth transition and complete handover of applications.

The UNOV/UNODC staff representatives on the JAC-CCC reported that for the calendar year 2021/2022, UNOV/UNODC quota compared to the previous year decreased per one place in the creche (0-3 years) and in the older age group (3-6 years). That resulted in the allocation of 11 places in the creche and 21 places in the kindergarten group.

On 29 September 2021, the JAC-CCC held a meeting of the Vienna-based organisations and the management of the Child Care Centre to coordinate issues related to the allocation of spots and other outstanding matters.

During the reporting period, operations remained unimpacted apart from sporadic group closures due to COVID-infection breakouts.

10.2 Joint Advisory Committee on the VIC Garage

The Committee did not hold any meetings during the reporting period.

The garage renovation projects, implemented by the Building Management, continued in 2021.

10.3 Joint Commissary Advisory Committee

During the reporting period of January through December 2021, the Joint Commissary Advisory Committee (CAC) held six meetings which primarily focused on the financial situation of the Commissary.

During 2020, the Commissary reported net losses of over €1.97 million due to the impact the pandemic had on opening hours, supply chain issues and changes in customer shopping patterns. It should be noted that the Commissary had in fact been struggling financially prior to the pandemic as well, which made the losses even more challenging.

During the course of the year Commissary Management came to the CAC with various proposals to improve the financial situation including a proposal to raise the mark up on selected Commissary items in June, which the CAC unanimously recommended on condition the money be used to replenish reserves to 2019 levels, that Commissary management report back yearly on the impact of the mark up and that this be a temporary measure to be revisited in three years.

In July Commissary management came back to the CAC with a request concerning Commissary Rule 6.02 and the use of the special mark-up foreseen for Staff Welfare activities, to offset Commissary losses. Funds from the special mark-up would not be transferred to the Staff Welfare funds. Another proposal suggested modifying Commissary pricing by increasing the regular mark-up by 5% as of 1 August 2021. In September the CAC unanimously agreed that it could not recommend the diversion of the Staff Welfare funds to offset Commissary losses and an IOM to that effect was sent to the Director General of the IAEA.

In December 2021 Commissary Management sent a follow up IOM to the Director General to recommend the modification of Commissary Rule 6.02, with the agreement of the Executive heads of the Vienna based organizations, so that the 2021 money intended for the Staff Welfare funds be used instead towards Commissary losses, and that until the Commissary was stable again that the payments to Staff Welfare funds be suspended. The Director General accepted this proposal on December 21, 2021.

The CAC will continue to monitor and work with Commissary Management in improving the fiscal viability of the Commissary in the coming year. Nevertheless, the Staff Union has offered to provide legal assistance to the UNOV Staff Welfare Board to recover the 2021 funds.

10.4 VIC Recreation Committee

The VIC Recreation Committee (VICREC) oversees the activities of the VIC-based clubs and operates under the auspices of the Vienna International Staff Associations Committee (VISAC).

During the reporting period, the activities of all Clubs were dramatically reduced because of the COVID-19 pandemic, in line with the instructions from the Infrastructure Committee. Clubs can now resume their activities provided all precautions are taken.

11 Treasurer's Report 2021



UNITED NATIONS STAFF UNION VIENNA
Financial Report for the year 1 January - 31 December 2021
 (in Euro)

Staff Council's main operational account	
INCOME	
1, UNOV/UNODC Membership dues	€ 78 063,73
2, CTBTO contribution to staff services (1)	€ 1 308,12
Total Income	€ 79 371,85
EXPENDITURE	
1, UNSCV travel and training expenses (2)	€ 28 325,70
2, CCISUA annual membership fee	€ 840,05
3, Staff services officer	€ 8 625,00
4, Lawyer fees (professional legal assistance for staff)	€ 9 000,00
5, Business Net (charges for online banking)	€ 244,80
7, Miscellaneous expenses (3)	€ 25 122,00
8, Bank charges	€ 261,60
Total Expenditure	€ 72 419,15
Excess of income over expenditure	€ 6 952,70
Support Fund	
INCOME	
1, Portion of the Gift Shop profit 2021 (15%)	€ -
Total Income	€ -
EXPENDITURE	
1, Legal assistance for staff	€ 4 970,47
2, Bank charges	€ 205,91
Total Expenditure	€ 5 176,38
Excess of income over expenditure	-€ 5 176,38
ASSETS	
Main account balance as at 31 December 2021 (*)	€ 118 365,19
Dispo account balance as at 31 December 2021	€ 778 926,13
Support Fund account balance as at 31 December 2021	€ 14 378,37
Total	€ 911 669,69

(*) The main account includes an amount of € 2.400,- as a deposit by IAEA Staff Council and the UNOV Staff Welfare Board to be used by VICREC for the - due to Covid postponed - lockers project and is therefore a liability for the Staff Council.

Prepared by :

Valter Podgornik
 Treasurer
 UN Staff Council at Vienna

External Auditor:

 Norbert Wagner

Explanatory notes 2021

United Nations Staff Council at Vienna - Financial Report
For the period 1 January to 31 December 2021
(in Euro)

Explanatory notes 2021

Remarks

The Staff Council uses the 'Cash Accounting' principle for its financial operation.

The Inter Agency Games Account is provided as a free service to the UNOV / UNODC IAG Committee and fully managed by the designated IAG Organizer. The account cannot be overdrawn and any reporting requirements are between the IAG Organizer and his / her transaction partners. Please see comments at the Audit Report!

Explanations

1	CTBTO Staff Council contribution of Euro 109.01 per month allows CTBTO staff members to make use of the UNSCV Staff services, including the services provided by the Austrian Tenants' Union			
2	UNSCV travel and training expenses			
2.1.	Induction training for staff representatives	€	1 527,44	
2.2.	Legal workshop for staff representatives	€	900,00	
2.3.	Certified leadership coach training	€	8 556,52	
2.4.	SMC IX meeting, Bonn, October 2021 - 1xDSA for the President of the Staff Union (pre-meeting of the staff unions in advance of the SMC)	€	241,00	
2.5.	CCISUA mid-term meeting, New York, November 2021 - travel expenses for four participants incl. additional DSA for the President of the Staff Union to attend bi-lateral meetings with senior management at the HQ	€	17 100,74	€ 28 325,70
3	This consists of the following expenses:			
3.1.	Fee for services provided by Tenants' Union ("Mietervereinigung")	€	5 000,00	
3.2.	Policy review (UNOV/UNODC organisation & downsizing policy) - invoice L. Moro	€	1 580,00	
3.3.	Legal assistance provided to dues-paying members of the Staff Union	€	11 344,00	
3.4.	Legal opinion on standards for translators - invoice L. Fauth	€	3 840,00	
3.5.	Albl & Partner - audit of UNSCV and gift shop accounts 2019 & 2020	€	2 880,00	
3.6.	Annual subscription to magazine "Konsument"	€	58,00	
3.7.	SurveyMonkey annual fee	€	420,00	€ 25 122,00

External Auditor:


Norbert Wagner

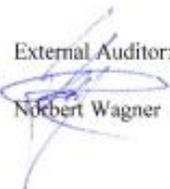
Gift Shop Financial Report 2021

INCOME	
1. Income from sales (credit card payments)	€ 15 050,04
2. Income from sales (cash payments)	€ 8 059,26
3. Other income (coins from the gift shop's piggy bank)	€ 46,36
Total income	€ 23 155,66
EXPENDITURE	
1. Purchases	€ 15 541,62
2. Refund of VAT for purchases	-€ 3 991,52
3. Staff salaries	€ 17 682,50
4. Office supplies and till rolls	€ 27,18
5. Bank Charges	€ 227,96
6. Worldline - Six Payment Services annual fee (credit and debit card payment terminal)	€ 416,02
7. Other expenses (1)	€ 7 948,33
Total expenditure	€ 37 852,09
Excess of income over expenditure	-€ 14 696,43
Transfer of funds from the Gift Shop account to other UNSCV accounts	
Transfer to Main account (60% of 2021 profit) - No profit in 2021	€ -
Transfer to Support Fund (15% of 2021 profit) - No profit in 2021	€ -
Total transfers	€ -
Assets	
Souvenir Shop account balance on 31 Dec 2021	€ 113 530,16
Items on stock (average cost method)	€ 83 381,94
Money in hand (one employee)	€ 350,00
Total Assets	€ 197 262,10

Explanatory notes

(1) Other expenses	
Gift Shop inventory end of 2020 - payment to "Albi & Partner"	€ 2 400,00
"epos" annual licence for the cash register	€ 198,53
Annual licence for two work stations: Gift Shop & Staff Services Office (both 2020 and 2021 invoice)	€ 5 349,80
TOTAL	€ 7 948,33

External Auditor:

 Norbert Wagner

12 Audit Report 2021

UNOV STAFF COUNCIL AND GIFT SHOP

AUDIT REPORT FOR THE YEAR ENDED DECEMBER 31, 2021

I have examined the Financial Statements of the UNOV Staff Council and Gift Shop for the 12 months period ended December 31, 2021 and have checked supporting papers and the inventory on a test basis. The accounting system is an accounting on a cash basis. The accounting records are maintained with MS Excel and are comprehensible and transparent.

During the course of the Audit, the matters noted in this report were drawn to the attention of the President of the Staff Council who held office during the period covered by the Report.

FINDINGS AND RECOMMENDATIONS 2021

Statutes of UNOV

The statutes are currently under review to be amended and updated.

Activity confirmation

The activity confirmations/time records are connected with the invoices.

To avoid any errors or misunderstandings I recommend to have the confirmations in the future signed by the respective contractor.

Main Account

The main account includes - as mentioned in the Financial Report - an amount of € 2.400,— as a deposit by IAEA Staff Council and the UNOV Staff Welfare Board to be used by VICREC for the - due to Covid postponed - lockers project (men's changing room on F09) and is therefore a liability for the Staff Council.

Gift Shop Account

Due to the Covid situation the sales have been decreased substantially after 2020 also in 2021 and therefore the staff (and staff costs) have been reduced.

The **inventory** performed by December 31, 2021 and the results of the check on a test basis show differences between stock and purchases/sales.

I strongly recommend to have the next inventory done in-depth and to take ongoing care about the accurate accounting into the epos system.

The **VAT refunds** include VAT from both Gift Shop purchases and other invoices and are completely booked in favor of the Gift Shop Account.

I recommend to split the VAT refunds in the future according to their respective assignment.

Inter Agency Games (IAG) Account

As mentioned in the explanatory notes 2021 the IAG Account is provided as a free service to the UNOV/UNODC IAG Committee and fully managed by the designated IAG Organizer. Normally the account - which is officially an UNOV Account - should be well-balanced by end of the year. Yet the IAG Account shows a balance of € 889,96 which has been carried along for some years and can obviously not be assigned to a certain person or case.

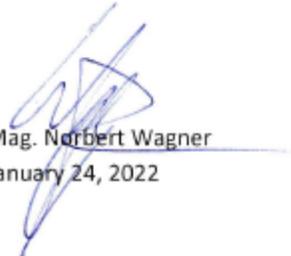
I recommend to clear the balance in accordance with the IAG Organizer.

CONCLUSION

The statement of assets and liabilities as at December 31, 2021, present according to my opinion a true and fair view of the UNOV Staff Council and the Gift Shop. The assets show a total amount of € 911.669,69 (including the liability of € 2.400,—) for UNOV Staff Council deposited on the bank accounts (Main account, Dispo account, Support Fund account) and for the Gift Shop € 197.262,10 deposited on the Gift Shop Account, items on stock and money in hand.

ACKNOWLEDGEMENT

I acknowledge with thanks the full co-operation of the Treasurer and the Staff Council Assistant during the course of the audit and note the availability of transparent documentation/information for all transactions.


Mag. Norbert Wagner
January 24, 2022

Annex I

Staff Representatives and Alternates – Attendance Record

Attendance at meetings of the 28th UNSCV from 1 April 2021 to 7 April 2022				
Unit	Representative	Attendance	Alternate	Attendance
UNICRI	DE BRUIJN, Marian	9	CHENNOUKH, Sara Yasmine	7
OOIS / UNROD	NAHHAS, Fadia	5	STURM, Karin	10
OOSA / UNPA	GINDLER, Patrick	11	ERUWA, Lorretta	12
OLA / UNIS	THOMAS, Anne*	6	CANAFOLIA, Monica*	2
UNOV CMS	GOSSAGE, Giovanna	14	H Aidar, Samar	7
UNOV CMS	BUDIN, Aban	14	HERNANDEZ, Doris	12
UNOV CMS	PODGORNIK, Valter	12	JOLLY, Helene	6
UNOV SSS	MARHALI, Asher	6	WEISS, Inga	1
UNOV SSS	MISKOVIC, Sandra	6	LOVODUA, Sisilia	1
UNOV SSS	FILIP, Antonin	8	RUIU, Cristi	0
UNOV DM (BPRCM, DM, GSS, FRMS, HRMS, ITS) / ODA ODDHR UODAV / OMS VIENNA	BREZINA, Stefan	15	SEITZ, Matthew	10
UNOV DM (BPRCM, DM, GSS, FRMS, HRMS, ITS) / ODA ODDHR UODAV / OMS VIENNA	NUSEIBEH, Ibrahim	9	GRIMM, Ferdinand	5
UNOV DM (BPRCM, DM, GSS, FRMS, HRMS, ITS) / ODA ODDHR UODAV / OMS VIENNA	RUANE, Andrew	13	COELHO, Patricia	3
UNODC DO Field Offices	ERTEN, Mustafa	5	STANLEY, Mark	2
UNODC DO Field Offices	BERTRAND, Sylvie	10	TEMESAVARI, Maria	4
UNODC DO Field Offices	HEMMERLING, Mario	2	HARRIS, Bo Shakira	3
UNODC DO Field Offices	Vacant	-	Vacant	-
OED / UNODC DO / UNODC DPA	GRELLIER, Nina	6	SKIDMORE Jonathan Richard Llywelyn	1
OED / UNODC DO / UNODC DPA	BUSSE, Anja	11	MCKIRDY, Carla Cristina**	5
OED / UNODC DO / UNODC DPA	CHERIANKALAYIL, Mathew	11	RAHMAN, Hasina	7
UNODC DTA (incl. HQ Field Administered Staff)	ESPOSITO, Karin	13	BERTERAME, Stefano	9
UNODC DTA (incl. HQ Field Administered Staff)	NORMAN, Gemma	14	KRAMER, Karen	2
UNODC DTA (incl. HQ Field Administered Staff)	KATKHOUDA, Nabil	15	Vacant	-
<p>There was a total of 15 regular meetings from 1 April 2021 to 7 April 2022.</p> <p>Staff representatives from the field were not always able to participate in the meetings because of the different time zones.</p>				
<p>* A by-election was called to fill the vacant seats of representative and alternate for Electoral Unit 04 (OLA/UNIS) on 12 May 2021. Given that only one nomination was received, the nominated candidates were automatically considered elected as the new staff representative for that Electoral Unit.</p> <p>**Ceased to be a member of the Union as per Art. 27.1 of the Statutes and Rules, in February 2022.</p>				

Annex II

Officers of the Staff Council

Staff Council	Presiding Officer	Aban Budin
	Deputy Presiding Officer	Ibrahim Nuseibeh
Staff Committee	President	Stefan Brezina
	Vice-President	Karin Esposito
	Secretary	Giovanna Gossage
	Treasurer	Valter Podgornik
	Rapporteur	Andrew Ruane

Polling Officers	Angelika Engl, Chairperson
	Martin Dessart, Vice-Chairperson
	Mohamad Mardini
	Oleksandra Zinchenko
	Aygul Duysenhanova

Annex III

Representation on Joint Bodies

Joint Advisory Committee	Chairperson*	Caroline Nicholas
	Members	Stefan Brezina
		Valter Podgornik
		Mustafa Erten
	Alternates	Karin Esposito
	Andrew Ruane	
	Nabil Katkhouda	
JAC Working Group on Office Space	Members	Karin Esposito
		Nabil Katkhouda
JAC Working Group on Social Security Contract		Matthew Seitz
		Stefan Brezina
		Ibrahim Nuseibeh
		Stefano Berterame
		Valter Podgornik
Joint UNIDO/UNOV JAC Standing Committee on Health and Life Insurance	Members	Troy Lowe Vargas
		Matthew Seitz
General Service Classification Appeals and Review Committee	Chairperson*	Beate Hammond
	Members	Ibrahim Nuseibeh
		Gemma Norman

Staff Welfare Board

Chairperson*	Fakhrulla Azamov
Members	Monica Canafoglia Ferdinand Grimm Ibrahim Nuseibeh Mohammad Naser Ali

Staff Assistance Committee

Chairperson	Angeline Van Der Waals
Members	Alexandre Silva Giovanna Gossage Sahar Al Tabbal Ibrahim Nuseibeh
Alternates	Mohammad Naser Ali Valter Podgornik Sabrina Levissianos Karen Boshoff

Central Review Board

Chairperson*	Cristine Albertin
Members	Mark Colhoun Masood Karimipour Irka Kuleshnyk (Alternate Chairperson) Angela Me Simonetta Di Pippo Karen Kramer Jose Angelo Estrella-Faria

Central Review Committee	Chairperson*	Bonnie Adkins
	Members	Beate Hammond
		(Alternate Chairperson)
		Alejandro Matta Maya
		Reiner Pungs
		Martin Raitelhuber
		Melvina Slim
		Matthew Howells
		Terrence McElhaney
Central Review Panel	Chairperson*	Fakhrulla Azamov
	Members	Tania Banuelos Mejia
		Ferdinand Grimm
		Andrew Ruane
		(Alternate Chairperson)
		Jennifer Sarvary Bradford
		Lorretta Eruwa
		Valter Podgornik
		Nina Grellier
Troy Lowe Vargas		
UNOV/UNODC Rebuttal Panel	Members	Giovanna Gossage
		Nabil Katkhouda
		Andrew Ruane
		Wolfgang Aigner

**Departmental Focal
Points for Women**

Wadih Maalouf

Hanifa Rebbani

Antje Reepmayer

**Alternate Departmental
Focal Points for Women**

Aisser Al-Hafedh

Eurídice Márquez

Koen Marquering

Joint Harassment Prevention Board

Member

Simonetta Grassi

Alternate

Vacant

**Joint Advisory Committee on the
Child Care Centre**

Member

Nina Grellier

Alternate

Fadia Nahhas

**Joint Commissary Advisory
Committee**

Members

Giovanna Gossage

Ferdinand Grimm

Alternates

Valter Podgornik

Monica Canafoglia

**Joint Advisory Committee on
Catering Service**

Member

Nabil Katkhouda

Alternates

Monica Canafoglia

Helene Jolly

Joint Advisory Committee on the VIC Garage	Chairperson ²⁶	Ferdinand Grimm
	Member	Ibrahim Nuseibeh
	Alternate	Jorge Rios
VIC Recreation Committee	Chairperson	Daniel Bridi
Inter-Agency Games Organising Committee		Daniel Bridi
		Mathew Cheriangkalayil

Members of Subsidiary Bodies of the Staff Union

Gift Shop Standing Committee	Valter Podgornik (Chairperson)
	Stefan Brezina
	Ibrahim Nuseibeh
Support Fund for the Representation of UN Colleagues	Members of the Staff Committee

Staff Council Members in the SMC

3x3 Contact Group	Stefan Brezina
SMC Working Group on Delegation of Authority	Karin Esposito

* Jointly nominated by staff and administration.

²⁶ Elected by the Committee from among its members (one representative each from the staff and the administration of the four participating organisations (UNOV/UNODC, UNIDO, CTBTO & IAEA))

SMC Working Group on Staff Selection and Mobility

Karin Esposito (Co-Chair)

Stefan Brezina

SMC Working Group on Performance Management

Stefan Brezina

SMC Working Group on Review of ST/AI/2017/1

Stefan Brezina (Co-Chair)

Karin Esposito

SMC Working Group on Parental Leave

Stefan Brezina

SMC Working Group on Administration of Justice

Stefan Brezina

Karin Esposito

Staff Council Members within CCISUA

CCISUA Finance Committee

Ferdinand Grimm

CCISUA Legal Task Force

Karin Esposito

Staff Council Members Serving on Behalf of CCISUA

ICSC Working Group on Parental Leave

Stefan Brezina

ICSC Working Group on GS Salary Survey Methodologies

Stefan Brezina

ICSC Task Force on Local Salaries

Stefan Brezina

Annex IV

Abbreviations

ACABQ	Advisory Committee on Administrative and Budgetary Questions
ACPAQ	Advisory Committee on Post Adjustment Questions
ASG OHR	Assistant Secretary-General for Human Resources
ASHI	After Service Health Insurance
AWA	Alternate Working Arrangements
CAC	Commissary Advisory Committee
CCISUA	Coordinating Committee for International Staff Unions and Associations of the United Nations System
CCS	Committee on Common Services
CEB	UN System Chief Executives Board for Coordination
COFAG	UNODC Country Office for Afghanistan
COVID-19	Coronavirus Disease 2019
DHMOSH	Division of Healthcare Management and Occupational Safety and Health
DMPSC	Department of Management Strategy, Policy and Compliance
DoA	Delegation of Authority
EOD	Entry on Duty
FICSA	Federation of International Civil Servant's Association
FRO	First reporting officer
FS	Field Service category
FWA	Flexible Working Arrangements
GA	General Assembly
GS	General Service and related categories
GSSC	Gift Shop Standing Committee
HLCM	High-Level Committee on Management
HRMS	Human Resources Management Service
HRN	Human Resources Network
IASMN	Inter-Agency Security Management Network

IC	Infrastructure Committee
ICSC	International Civil Service Commission
ILOAT	Administrative Tribunal of the International Labour Organization
JAC	Joint Advisory Committee
JAC-CCC	Joint Advisory Committee on the Child Care Centre
JACG	Joint Advisory Committee on the VIC Garage
LSC	Local Survey Committee
OI	Office Instruction
OLA	Office of Legal Affairs
OSH	Occupational Safety and Health
OSLA	Office of Staff Legal Assistance
P	Professional and higher category
RSI	Remote Simultaneous Interpretation
PIP	Performance Improvement Plan
PM	Performance management
SLWOP	Special Leave Without Pay
SMC	Staff-Management Committee
UNAT	UN Appeals Tribunal
UNDT	UN Dispute Tribunal
UNISERV	United Nations International Civil Servants' Federation
UNJSPF	United Nations Joint Staff Pension Fund
UNLP	United Nations laissez-passer
UNSCV	United Nations Staff Council – Vienna
USG	Under-Secretary-General
VBOs	Vienna-based Organisations
VIC	Vienna International Centre
VIC CMT	Vienna International Centre Crisis Management Team
VICREC	Vienna International Centre Recreation Committee
VISAC	Vienna International Staff Associations Committee
YPP	Young Professionals Programme