

Proposal: Support Fund for the Representation of UN Colleagues

Vision

Support fund for the representation of UN colleagues, regardless of their contractual status and membership with the staff union.

The fund may be used for:

- a) organizing and subsidizing events, sessions, learning opportunities specifically targeted to protecting the legal rights of non-staff;
- b) accessing and paying for legal support for representing non-staff (on a case-by-case basis);
- c) providing services that may be used by non-staff;
- d) campaigns and other activities that promote the issuance of proper staff contracts over precarious non-staff working arrangements;

Justification

In line with Staff Regulation 8.1, Staff Representation Bodies represent staff and not non-staff. Furthermore the 'Staff Union of the United Nations at Vienna', as per Article 2 (b) of the statutes shall represent all members of the staff of the United Nations at Vienna.

This also pertains to the utilization of Union Funds for activities targeted at staff members.

The Staff Union is allowed to operate a **Gift Shop** which operates on its own account and has an in-flow of money from **Visitors of the Vienna International Centre**. The newly established **Gift Shop Standing Committee** (GSSC) has been empowered to a) oversee and steer the operation of the gift shop and b) put forward proposals in how the profits stemming from the Gift Shop Operation may be distributed. In the past, 10 % of the annual profits have been donated to a charity of the Staff Council's choosing.

It is proposed that an additional 25 % of the 2016 Gift Shop profits are directly attributed to the establishment of a 'Support fund for the representation of UN-Colleagues'. With the funding source being the gift shop, no union dues are improperly used. It remains the Staff Council's prerogative to a) approve the establishment / discontinuation of the fund, b) allocate a percentage of the profits on an annual basis, c) request detailed reports on utilization of the monies and d) establish governing rules.

Alignment with the Statutes

The establishment of the fund is in line with the statutes.

http://staffunion.unov.org/docs/Statutes_and_rules_of_the_UNSU_Vienna_27_03_2017.pdf

In accordance with Annex C - Financial Rules of the Staff Council, Rule 8, the Staff Council may establish special purpose funds and may, if deemed necessary, establish governing rules.

Initial Deposit

The 2016 profit of the Gift Shop amounted to EUR 68,123.14. Twenty-five (25 %) shall be used to establish the Support Fund (i.e. EUR 17,030.79).

Suggested Governing Rules

Financial Rules

- 1) A dedicated sub-account, having the same signatories as the Staff Council Main Account, shall be established. Annex C - Rule 4 shall also apply to this account (two signatories for all transactions).
- 2) The Support Fund shall be operated by the Staff Committee.
- 3) The Treasurer shall include the Support Fund and its transactions into the annual financial statement. Confidentiality shall be respected for any transactions that may have negative direct or indirect implications for beneficiaries.
- 4) The Staff Committee shall report on the Support Fund's activities on a regular basis.
- 5) The Support Fund may not be overdrawn.
- 6) The Support Fund shall not be subject to liabilities that exceed the approved total amount of the request.

Modus Operandi

- 1) All project / activity / funding proposals that shall be paid from the support fund need to be submitted in writing and addressed to any member of the Staff Committee or to the Administrative Assistant of the Staff Union.
- 2) All proposals shall be discussed by the Staff Committee who ultimately approves or declines the request. Furthermore the Staff Committee approves a ceiling up to which it will cover the costs.
- 3) The maximum ceiling per proposal shall be EUR 2,500 (to be automatically adjusted in accordance with the inflation).
- 4) The ceiling may be increased by the Staff Committee by another EUR 500 (automatic inflation adjustment) only once. Additional increases require the approval of the Staff Council.
- 3) Resubmissions of or amendments to a proposal, covering the same activity or project, shall not be reconsidered unless explicitly stated otherwise by the Staff Committee upon rejection, on a case-by-case basis.