



Annual Report **2023-2024**

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1st Session of the Staff Council - Representatives

Elected for a term of two years, starting 18 May 2023.

Electoral Unit	Representative(s)	Alternate(s)
OLA (ITLD / UNCITRAL) / UNIS	Leisa Burrell	Monica Canafoglia
UNICRI / ODA	Marian De Bruijn	Duccio Carlo Mazarese
OIOS / UNROD	Fadia Nahhas	Karin Sturm
OOSA / OMS / UNPA	Patrick Gindler	Lorretta Eruwa
UNODC DPA / OED	Nina Grellier Mathew Cheriankalayil	Jonathan Richard Llywelyn Skidmore Hexin Liu
UNODC DTA	Euridice Marquez Cristina Dalmau Vilella* Karin Esposito Stefano Berterame	Ashenafi Gebreegziabher Tania Navarro** Stefan Vukotic Claudia Baroni
UNODC DO (Field Offices in Asia, Europe, and Oceania)	Esteban De La Torre Himal Ojha	Marion Ehalt*** <i>Vacant</i>
UNOV DM (CMS)	Samar Haidar Aban Budin Valter Podgornik	Nikola Jeremic Alfonso Ferrer Amich Helene Jolly
UNOV DM (OD / FRMS / GSS / HRMS / ITS)	Ana-Marija Jelincic Ibrahim Nuseibeh Saurabh Luthra	Mohamad Mardini Ferdinand Grimm Patricia Coelho
UNOV DM (SSS)	Asher Marhali Lynda Plange Mihai Ruginescu	Daniela Henry Kubiha Ramadhani Dan-Andrei Stanescu

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

* Ceased to be a member of the Union on 31 July 2023

** Assumed the function of member on 31 July 2023, the office of alternate is considered vacant.

*** Ceased to be a member of the Union on 1 April 2024. The office of alternate is considered vacant.

The seats for Electoral Unit 5 (UNODC DO - BMB / DHB / OD / RSAME / RSEWCA / RSLAC / RSSAEAP) and Electoral Unit 8 (UNODC DO (Field Offices in Africa and the Americas)) were removed from the 1st Session of the Staff Council subject to article 24 (8) of the [Statutes and Rules](#) ("Should one or more electoral units choose not to nominate a representative(s), subject to article 25, paragraph 9, the Council shall consist of the number of members as provided in paragraph 1 above, less the number of representatives from those units that did not put forth nominations.").

1 Our Operating Framework

1.1 Vision Statement

The UNOV/UNODC Staff Council 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 UNOV/UNODC 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 Role in UNOV/UNODC

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

We work together with the UNOV/UNODC administration on issues affecting staff welfare and 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 support to UNOV/UNODC colleagues on individual grievances, **regardless of their contract type**.

1.3.2 Staff Union Role in the Secretariat

Our Union is a member of the Staff-Management Committee (SMC), which is the highest-level consultative mechanism between staff and management in the UN Secretariat. UN staff unions must be consulted on any changes to the Staff Rules and Regulations and respective policies. Our Union's participation in the SMC is critical, as promulgated policies have far-reaching consequences for staff.

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. Within the [framework of the SMC](#), we are an active and contributing member of the SMC Plenary, various working groups, as well as the overall Steering Group (the "3x3" Contact Group).

1.3.3 Staff Union 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; observer status at 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 has been a member of the United Nations International Civil Servants Federation (UNISERV) since December 2022 and the President and Vice-President of our Union have been serving as UNISERV Executive members.

Furthermore, the President of our Union was elected to serve as the President of UNISERV for a two-year term starting 15 September 2023. On behalf of UNISERV, she has been participating in ICSC sessions and meetings and its working groups on Standards of Conduct and the Compensation Review, as well as observing the HLCM.

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 1st session,¹ 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).



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.

¹ In January 2022, new statutes were adopted through referendum. Following the Staff Council elections in the spring of 2023, the name of the Staff Union changed from UN Staff Union at Vienna to UNOV/UNODC Staff Union, and the first session of the new Council started operating under the new statutes.

Examples of joint bodies are the Joint Advisory Committee (JAC),² the Central Review Bodies (CRBs) and the Rebuttal Panel, as well as various Committees on Common Services, such as the Catering Committee, the Commissary Advisory Committee, or the Child Care Centre Committee.

Despite our repeated requests, **staff remain unrepresented** in the following local bodies. The Staff Council strongly believes that participation in these bodies is necessary to ensure proper dialogue on issues that directly affect staff:

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

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.

In line with ST/SGB/2018/5 and the **clear recommendations by the Office of Human Resources (OHR)**,³ and thanks to the Staff Council's repeated follow up requests, the JAC has now intensified its efforts to establish a local Occupational Safety and Health (OSH) Committee.

1.4.3 Sub-Committees of the Staff Council

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

Currently there are two Sub-Committees:

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

² The 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.

³ Document: Transitioning our return to the workplace in the context of the COVID-19 pandemic. Human Resources Policy Guidance for all duty stations (other than UNHQ-NY) Version 2, 6 December 2021. Chapter 1.5 *"If there is no OSH committee, it is recommended to establish one to advise on this and other workplace health and safety issues"*.

2 Humanitarian Crisis and Conflict in Gaza and the Middle East

Since the start of current hostilities in Israel and Gaza on 7 October 2023, 178 employees of the United Nations Relief and Works Agency for Palestine Refugees in the Near East (UNRWA) have been killed and 161 UNRWA installations damaged.⁴

This is the highest number of UN personnel killed in a conflict in the history of our Organisation.

The situation in Israel, the Occupied Palestinian Territory and the Middle East is shattering. Many of us are from the region or have friends, families, and colleagues there and are experiencing this crisis at a very personal level. Our colleagues in Gaza continue working under indescribable hardship to alleviate the suffering of the civilian population there.

We mourn the colleagues and their families who have lost their lives, and we stand with those who are still selflessly continuing to serve in the face of incredible hardship and loss. We also mourn the unnecessary loss of all civilian lives.

Through our Staff Federation, UNISERV, the UNOV/UNODC Staff Council has been in regular communications with senior management about how the Organisation and its staff can best respond to the urgent needs in the region. We did not communicate publicly about our engagement in the first weeks of the conflict due to an explicit management request to exercise utmost restraint and refrain from communications, whether internally or externally.

After one month had passed, UNISERV and the Federation of International Civil Servants' Associations (FICSA) sent a letter to the Secretary-General, signed by the Presidents of both Federations, on the subject of the many lives lost in conflict zones around the globe, and specifically the unprecedented loss of life of UN staff in Gaza.



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We repeatedly asked that globally our mourning be duly recognised. The Federations expressed their appreciation that the Secretary-General invited personnel from all

⁴ [UNRWA Situation Report #100 on the situation in the Gaza Strip and the West Bank, including East Jerusalem | UNRWA](#) – 9 April 2024

duty stations to observe a minute of silence on 13 November 2023, to mourn and honour our colleagues, and that the flag was lowered to half-mast.

However, we feel that the most appropriate way to honour colleagues who pay the ultimate price in service of the UN is to enshrine it explicitly in the UN Flag Code. To that effect, your Union will be presenting a paper to the SMC meeting in April 2024, requesting that Article 7, paragraph 2 of the Flag Code⁵ be amended to explicitly establish that the UN flag **shall** be flown at half-mast when a Staff Member is killed in the line of duty, as a result of terrorism, armed conflict, civil unrest, or criminal act.

⁵ ST/SGB/2020/4 “The flag shall be flown at half mast, as authorized by the Secretary -General, in the following circumstances: [...]

e) The flag **may** [emphasis added] also be flown at half-mast in other special circumstances not specifically covered in subparagraphs (a) to (d) above, upon the authorization of the Secretary-General.”

3 Liquidity Crisis

In January 2024, the Controller clarified that the Secretariat did not have enough liquidity to fully implement the approved budget for 2024. Spending restrictions were, therefore, put in place to prevent running out of cash for regular budget operations by August 2024. The aim for the Secretariat was to conserve around 350 million USD to avert a payment default by strictly adhering to ceilings of issued allotments.

In this extremely difficult situation of reduced financial ceilings, staff have continued to work hard to deliver on UN mandates despite the severe restrictions on cash inflows and outflows. For years, staff have been managing to do more with less. But we can't do more with nothing. If the current liquidity crisis continues, there will be vital work that cannot get done. Before that happens, serious damage will have been done to staff health and well-being as they forego leave and take on the workload of colleagues who cannot be replaced or recruited.

In an address to the Fifth Committee of the GA, during its resumed session in March 2024, the *single staff representative of staff views* (currently a staff representative from the UNOG Council) urged Member States to find a durable solution to the liquidity crisis so that the Organisation does not keep finding itself paralysed by cash crunches year after year.



4 Conditions of Service

4.1 UN Common System Issues

Last November, the General Assembly reviewed the ICSC report for the year 2023 (A/78/30) and considered several proposals regarding the compensation of staff in the UN common system.

Despite its numerous questions and extensive deliberations, the GA decided to take no action on the ICSC report. Items under review included the adjustment of the base/floor salary scale and the adjustment of the children's and secondary dependants' allowances. The latter, unfortunately, have not been updated since 2011. In the last ICSC session, staff federations expressed disappointment that, again, the review of the children's and secondary dependants' allowances was deferred.

Regarding items which do not require the Assembly's approval, including the adjustment to the levels of the hardship allowance, mobility incentive and danger pay and maintaining the level of the security evacuation allowance, all of the Commission's decisions are effective 1 January 2024⁶.

These items will also be examined as part of the comprehensive review of compensation the compensation package, which will take place over the next three years.

4.1.1 Comprehensive Review of the Compensation Package for the United Nations Common System

The ICSC launched a comprehensive review of the compensation package for staff in the Professional and Higher Categories (P) in response to GA resolutions 76/240 (24 December 2021) and 77/256 (30 December 2022).

The Assembly requested that the review be undertaken with due consideration given to the previously agreed objectives of the previous comprehensive review (2013-2015) as well as the context both in Member States and in the UN common system. In addition, the current review should include a detailed analysis of the package's cost-effectiveness, attractiveness, and impact on the workforce.

A Global Staff Survey on conditions of service was launched in October 2023 to evaluate key factors affecting workforce engagement and retention. Staff federations participated in the preparation of the survey and encouraged staff to provide their candid feedback and openly share their views. Across the system, there was a final sample of 35,396 responses out of a possible 130,275 – a response rate overall of 27%.

The data gathered through the survey provide critical information for the review of the compensation package and the final ICSC recommendations to be submitted to the GA.

⁶ The hardship allowance has been increased by 3.1 percent. Also, the amounts for the mobility incentive as well as for the danger pay have been raised.

In their address to the 97th Session of the ICSC in March 2024, our staff federation UNISERV stressed that the current review should focus on ensuring the continued ability of organisations to effectively deliver on their respective mandates, while maintaining that the package should both attract *and* retain the best combination of talents, competencies, and diversity.

Our President, on behalf of our staff federation UNISERV, represents our Union in the ICSC Working Group 1 of the comprehensive review of the compensation package (WG1).⁷ Its first meeting took place in January 2024, during which the participants took away a deeper and more shared understanding about multiple elements, including on:

- the extensive and ongoing withholding through the periodicity change away from the annual step increase payment to staff since the 2015 review, and the cessation of the accelerated step increase, resulting in around 320 million US dollars saved over the past six years. This is 320 million less having been paid to staff, and therefore more than an intangible cost saving but real money – large sums – that staff never saw in their take-home pay over the course of their service after this change; and

WG1 discussed how the current compensation system is tied to overall goals, such as progress in achieving the desired level of multilingualism and necessary uptake in language programme offerings. UNISERV took the position that a non-pensionable language allowance, in connection with gaining proficiency in the UN's official languages, would help incentivise P staff to enhance their skills.

UNISERV underscored in WG1 that the compensation system should be based on the principle of fairness. UNISERV representatives expressed concerns about any increased use of cash forms of recognition or “pay-for-performance” schemes. Appetite for performance-related rewards has diminished due to the general incompatibility with organisational culture and the elements of subjectivity inherent to the performance appraisal systems. Moreover, in the interest of fairness, performance-related pay – whenever offered – should not be reserved for senior managers, at the expense of high performing staff, who might not be at the senior management level.

We cannot meet our organisational goals without a strategically aligned compensation package, and we cannot deny that the compensation package exists within the broader organisational context, for example that many organisations do not have a promotion system in place.



⁷ Three Working Groups were established in order to complete the review: WG1 was tasked with conducting a general overview of the structure of the current compensation package. WG 2 and WG3 are scheduled to convene in May 2024, to undertake a comprehensive review of the dependency-related allowances and the education grant, and the field package, respectively.

Given the absence of a promotion-based compensation scheme, recruitment, and retention compensation incentives - at each grade and level - must stand alone – without promises to new talent of any future increases in pay or future selections to higher levels. Given that the compensation package often exists in this “non-promotion context,” current staff and potential recruits need to be very well and competitively compensated at each salary level, with recognition for the absence of “long-term career wage growth.” This non-promotion context contrasts with the practices in many comparators and competition.

The strategy towards reviewing the compensation package, therefore, needs to be based in fairness and equal pay for work of equal value. Compensation should be focused on the individuals – the staff – who are in receipt of the compensation and not merely on organisational interests or organisational performance. The package should align with other priorities, particularly through the mandates and human resources goals and strategies of the organisations.



ICSC Session participants celebrating International Women's Day, 8 March 2024

The compensation review should be about the livelihoods and well-being of international civil servants and their direct and indirect network of dependents. All changes to compensation, particularly any recalibrations, can have substantially different or outsized detrimental impacts on certain categories staff and their networks of dependents and communities – often based on their gender, race, age, or country of nationality.

4.1.2 Compensation for Locally Recruited Staff

The next salary survey⁸ in Vienna is anticipated to take place in 2027.

Until then, the salary scales for staff in the General Service and related categories (GS) will continue to be annually adjusted (through interim adjustments) in line with the movement of the salaries for similar work in the local labour market.

In March 2023, the salaries of GS staff in Vienna were adjusted (effective 1 November 2022), reflecting a 5.2 % increase in net salaries across-the-board. The increase was based on the movement of the applicable local consumer price index and wage index for

⁸ The survey schedule is available on the OneHR new website for local salary scales and related information: https://onehr.un.org/salary-survey/#/survey_schedule

office employees in industry, which exceeded the 5.0 % threshold as measured from the most recent adjustment (1 April 2022) of the scale.

The interim adjustment applied in November 2023 reflected an across-the-board increase in net salaries of 6.2 %.

The next interim adjustment will be applied in November 2024, unless the 5.0 % threshold (measured from November 2023) is exceeded before November 2024.

4.1.3 Professional Salaries

Salaries for the P staff are made up of two main elements: a base or floor (minimum) salary and post adjustment. Post adjustment is an amount added to net base salary, in order to ensure that no matter what UN common system duty station staff work in, their net remuneration has a purchasing power equivalent to that of their counterparts in New York City, the base of the post adjustment system. Adding post adjustment to the net base salary yields “net remuneration”.



Based on the review of the post adjustment classification for New York, which was conducted in tandem with the ICSC active management of the UN/US net remuneration margin through the operation of the post adjustment system, the post adjustment multiplier (PAM)⁹ for New York was increased from its level of 80.5 to 88.4 in order to ensure that the 2024 calendar year margin does not fall below 113.

This means that the new pay index for New York (188.4), is about 0.91 per cent higher than the post adjustment index (PAI)¹⁰ derived from the evolution of the cost-of-living in New York as of 1 February 2024, which is 186.7. In order to maintain purchasing power parity of net remuneration with New York, PAIs for all other duty stations have been proportionately scaled up to the same extent as that in New York, that is, 0.91 per cent.

The post adjustment classifications review on the anniversary date of the post adjustment classification review for New York (results effective 1 February 2024), led to real salary increases in most group I duty stations¹¹. P staff in Vienna had an increase in net take-home pay of 6.8 %, effective 1 February 2024.

⁹ The ICSC regularly carries out comparisons of the net remuneration of the UN staff in grades P-1 through D-2 in New York with that of the United States federal civil service employees in comparable positions in Washington D.C. The average percentage difference in the remuneration of the two civil services, adjusted for the cost-of-living differential between New York and Washington is the "margin".

¹⁰ The PAI is a statistical measurement of the cost of living for staff working at a given duty station, relative to that of New York City, the base city of the system.

¹¹ "Hard currency" duty stations, i.e., headquarters and other developed European, Asian, and north American duty stations.

During its 45th Session in February 2024, the Advisory Committee on Post Adjustment Questions (ACPAQ)¹² outlined recommendations for methodological issues in the next round of surveys, including the feasibility of simplification of the structure of the PAI to facilitate the use of external data in its compilation; an updated list of items and specifications; and a redesigned staff expenditures survey questionnaire and other survey instruments.

The re-design of the survey produced an increase in participation as it was more user friendly. UNISERV agreed to continue contributing to the re-design of this instrument for the next rounds.

4.1.4 Jurisdictional Setup of the UN Common System – Conclusion of the Review

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 UN common system.

The UN Legal Counsel established a Working Group of the UN Legal Advisers Networks on the Review of the Jurisdictional Setup of the UN Common System to prepare draft proposals¹³ requested by the GA.

Staff federations were asked for their inputs on the Working Group's proposals. Our Union, through its federation, has been actively participating in those discussions, recommending the status quo, and opposing the proposed changes to the current jurisdictional set-up, namely the creation of a joint chamber between the ILO Administrative Tribunal (ILOAT) and UN Appeals Tribunal (UNAT).

The President of our Staff Council took the lead in writing UNISERV position statements on this item, which reiterated the principled view that it was unadvisable to set up the Joint Chamber. The federation's primary argument was that the Joint Chamber proposal would not address the underlying problem of the Tribunals' different jurisdictions.

After considering the report of the Secretary-General, on 22 December 2023 the GA decided to take no action, which, in the view of the Secretary-General, brought the review of the jurisdictional set-up of the UN common system to a conclusion. Nonetheless, some stakeholders continue to express concern that there are persistent risks inherent in the current jurisdictional set-up. Possible inconsistencies in judgments between the two independent tribunals could surface, including given the pending comprehensive review of the compensation package.

¹² Under its statute, ICSC is mandated to manage the system and calculate post adjustment indices. The ACPAQ advises ICSC on technical aspects, including statistical methodology.

¹³ The three draft proposals contained in the Working Group's 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 ILOAT and UNAT chamber to provide interpretative rulings to the ICSC.

4.1.5 Review of the Standards of Conduct for the International Civil Service

The intention of the ICSC standards of conduct is to reflect the overarching ideal of behaviour and conduct for an international civil service committed to serving the world for global peace and prosperity.

Since the last revision of the Standards of Conduct for the International Civil Service in 2012 there have been a number of new ethical challenges that are relevant to current times. Thus, the ICSC decided to form a Working Group on Standards of Conduct (WG). Our President, on behalf of our staff federation UNISERV, has been representing our Union in the WG in 2023 and 2024.

So far, the WG has met three times. At its first meeting, the WG agreed on the way forward and identified a sequencing of priority issues. At its second meeting in May 2023, the WG considered issues relating to external interactions/conflicts of interest.



3rd meeting of the ICSC Working Group on Standards of Conduct for the International Civil Service, New York, November 2023

The WG held its third meeting in New York in November 2023, focusing on provisions with an internal focus, including abuse of authority, harassment, and violence (including sexual exploitation, abuse and harassment and domestic violence), strengthening of accountability provisions, duty of care and staff-management relations.

UNISERV continues to appeal that the final outcome of the Standards of Conduct WG be a revised, contemporary document that has clear purpose and applicability – informing and inspiring staff and *not* be a direct source for legal definitions or disciplinary actions *against* staff. In the area of working relations, UNISERV is heartened to confirm the agreements on underscoring the need for a culture of accountability, while protecting staff from retaliation and reprisals. Through correctly addressing critical issues, such as sexual exploitation and abuse, and harassment, and by consistently and fully taking a victim-centred approach, the standards of conduct will protect the organisations from reputational damage among stakeholders and fulfil the right of staff to a safe workplace, free of misconduct and unacceptable behaviours.

The next, fourth meeting of the WG, will take place at the premises of the International Atomic Energy Agency (IAEA) in Vienna, from 22 to 26 April 2024. The meeting will focus on emerging issues (technology, including artificial intelligence (AI), data protection and

As of March 2024, the first mobility exercise was expected to proceed despite the severe liquidity crisis, but the implementation stage (i.e., dates of movement) may be deferred.

4.2.2 Roster Memberships Expiration Dates and Immediate Discontinuation

At the annual 2023 SMC meeting, management presented their plans to overhaul the way rosters are managed. This included a specific proposal, in contravention of a previous 2021 SMC decision, to introduce new roster expiration dates that are different based solely on gender.

The staff unions rejected this proposal and emphasized that roster memberships need to remain indefinite, highlighting the importance of using rosters more effectively for staff selection decisions, as well as accelerating recruitments processes and ensuring fairness of staff selections overall.

In line with the SMC procedures, a disagreement was recorded and subsequently presented to the Secretary-General for decision. His final decision, in agreement with management, was to introduce expiration periods of four years for men and six years for women¹⁴ from their placement on a UN Secretariat roster.

The Secretary-General went even further than the management proposal and decided to **immediately discontinue** all current roster memberships that will be older than four or six years at the time the new staff selection policy will be promulgated.

In response, UN Secretariat staff unions launched a survey to find out what these roster memberships mean for staff and whether they have had a positive impact on staff service in the Secretariat.

Given the fact that management is proceeding to release a new staff selection policy that will discontinue thousands of our current roster memberships, we shared with you preliminary findings of the survey to showcase to management that what they are proceeding with is not just a “clean-up exercise” but something that will impact staff directly and negatively.

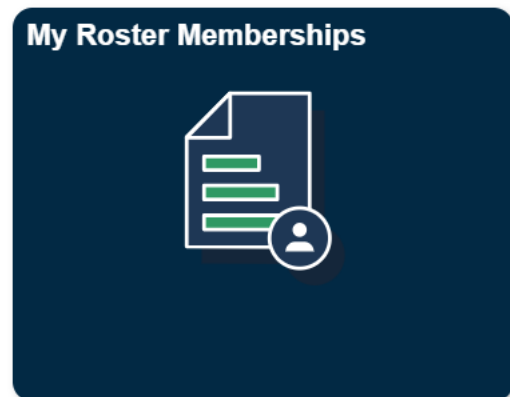
The staff-side’s position is that roster memberships need to remain indefinite:

- A) The decision by the Secretary-General stands in conflict with a prior agreement at SMC IX (2021) where the expiration dates would be lifted for all rostered candidates. This agreement was reached due to the ‘indefinite nature’ of roster memberships under ST/AI/2013/3.
- B) Instead of management working together with staff unions in a forward-looking manner, to jointly improve and redesign recruitment and retention-related processes, the Secretary-General’s decision removes roster memberships of staff altogether, either immediately or by introducing a future expiration date, with the clock ticking from the date of entry on the roster.

¹⁴ Please note that rosters only have two categories, Male & Female.

Staff Unions respect the decisions of the Secretary-General on new staff selection policies, which could include future expiration dates. Such discretion, however, is fundamentally different from arbitrarily and unjustifiably deviating from past policy, disregarding prior SMC agreements that were already implemented, and choosing to use the concept of ‘discontinuing existing roster memberships’ as a cure-all for difficulties in ensuring timely and effective recruitment of talent, which it is not.

The justification given by management, namely that rosters “need to be trusted by managers”, is both irritating, as rostering is itself a managerial action (i.e., on behalf of the UN as employer), and also fails to recognise the long-term, intense, and professional efforts by Human Resources and Hiring Managers to build up credible rosters. The Secretary-General’s accelerated discontinuation also discards the hard work and serious efforts staff have put into obtaining their current roster memberships. The repeated argument that roster management had become unwieldy due to the sheer number of roster candidates (around 60,000) was flimsy given that a high percentage of this total number was retirees, deceased individuals, and memberships of staff at levels 1 or more below their current positions. It was also disingenuous, given that individual Hiring Managers do not have to filter thousands of roster memberships. They see only those candidates who have actually applied for any given position.



The staff-side wishes to highlight that the UN no longer has a system of internal promotion (or even prioritization in ranking for internal candidates) and now focuses on career satisfaction. The consequence is that roster memberships, as part of the staff selection policy and processes, are a primary avenue for having a shot at an upwards career trajectory. While management’s efforts in ‘job diversification’ and ‘lateral mobility’ are noted, the underlying concept of career progression is one that improves the conditions for those offering their services (work) for compensation (money, benefits, and entitlements). The notion that job/career satisfaction can be increased in the absence of an upwards career trajectory is a noble but presently unrealistic one.

Staff representatives contend that it is unlawful and unfair to create new policies that retroactively deprive staff of their legitimate expectations to continue being on current rosters, which do not have expiration dates, and which were created through full adherence to the administrative instructions in force at the time.

We have, therefore, submitted a paper to the SMC XII, requesting, at a minimum and urgently, that all current roster memberships without expiration dates retain that indefinite status.

4.2.3 Liens

At SMC XI management introduced a paper on liens, proposing to end secondments to other UN common system organisations.

Staff representatives acknowledge that inter-agency transfers, instead of secondment, allowed the releasing organisation to immediately fill the post of the departing staff member. It may be the simplest modality for administration. However, **departing staff members should be provided with the security of a lien**. Reduction in administrative work does not justify policy choice, such as restriction on staff position security.

Administrative work also does not justify the likely impact that transfers will have on the prevalence and appeal of mobility across the UN system. The staff-side wants to *encourage inter-agency mobility* by protecting the right of staff to return to their parent position within a reasonable time.

Staff strongly rejected management's proposal but agreed to end all exceptions to the two-year time limit and the granting of liens for selection through regular job openings.

Staff members holding permanent or continuing appointments may be granted a secondment to organizations of the UN Common System with a lien to the parent post of up to two years. Staff members holding fixed term appointments will normally move on transfer, subject to the inter-agency agreement; if transfer is not feasible, they may be granted a secondment of up to two years. After two years on secondment, the staff member will either transfer to the receiving organization or return to the post in the Secretariat.

4.2.4 Global General Service Test

The SMC XI also discussed management's proposal to make the Global General Service Test (GGST) optional to heads of entities and hiring managers who may determine to use it in those functional areas and jobs where they deem most appropriate.

Given that the GGST was instituted after SMCC agreement in 2010 to facilitate a more transparent, fair, and standardized approach to recruitment of the GS staff across duty stations and among UN organizations, staff wondered why such transparency and standardization through the GGST no longer was the preferred approach of management.

After detailed discussion and given that the recruitment of G1 through G4 is now covered by the CRB, it was agreed to abolish the GGST for both external and internal candidates.

4.2.5 Combined Continuing Appointment Review Exercise

The 2016-2021 combined continuing appointment review exercise was completed in early 2024.

Unfortunately, not all eligible staff members were granted a continuing appointment. Closures of peacekeeping missions drastically reduced the number of established posts and thus the envelope available. In this case there was an envelope of 1,832 for 3,018 eligible staff in P and Field Services categories, and 800 for 1,370 eligible staff in GS categories.

Council members received several complaints from staff who had not been awarded a continuing appointment but believed they should have been. In particular, they expressed disappointment about the transparency of the exercise, lack of communication, and confusing and inaccurate initial assessments in Inspira.¹⁵



Staff were also discouraged and demoralised as many believed that mistakes had been made due to the incorrect data in their files (data regarding their lateral moves, languages spoken, entry on duty dates), which despite their insistence have never been corrected. The feeling that the Organisation has very little to offer, especially in terms of security and career progression, was reinforced by the outcome of the review.

A rating of “exceeds expectations” has been used in the points allocation to the detriment of certain entities that have actively discouraged first reporting officers from awarding “exceeds expectations”. Staff representatives are concerned that performance management determinations are essentially arbitrary and should not be included in the preferences to grant continuing appointments or in downsizing.

We advised staff to reach out to the OHR for inquiries or, if they so wished, to appeal to the Management Advice and Evaluation Section (MAES), formerly called Management Evaluation Unit (MEU).

It is expected that staff who were found eligible but not granted a continuing appointment during this exercise will be included in future continuing appointment reviews¹⁶.

Your Union, with other UN Secretariat staff unions, will continue to push for improvements to future continuing appointment review exercises to strengthen contract security in the Organisation. To that effect, they will again bring continuing appointments to the agenda

¹⁵ Staff Union received explanation from management that Inspira had not been designed for a combined, multi-year exercise and that it might have led to inaccurate initial assessments. Those assessments, however, did not necessarily lead to a negative outcome.

¹⁶ In their broadcast message of 27 February 2024, OHR advised that the evaluation required by the GA resolution 65/247 to determine the available appointments for 2022 and 2023 was in progress. Should there be available appointments, OHR will announce an upcoming exercise.

of the upcoming SMC meeting in April 2024. Your staff representatives will be seeking disaggregated data concerning the awards of continuing appointments, with some informal indications that women might have been unintentionally disadvantaged in the extra points allocation for both mobility and tours of duty between D and E duty stations.

We also wish to remind colleagues in grades G1 to G4 that all **new selections** for G1 to G4 will be eligible to be considered for a continuing appointment as long as they have five years of prior service and meet the other eligibility criteria.¹⁷

Unfortunately, those colleagues who are currently serving at the G1-G4 level and who have not yet undergone a CRB review, will continue not to be considered for continuous appointments, regardless of their length of service with the Organisation. Their only way to be awarded a continuing appointment is to apply and get selected for a position at any GS level, going forward.

4.2.6 Flexible Working Arrangements

Making Flexible Working Arrangements (FWA) work for all staff is a priority area of staff representatives for strategic action in 2024.

Staff representatives believe that ST/SGB/2019/3, ST/IC/2019/15, and many of the Guiding Principles of the Next Normal recommendations developed for UNHQ are sound and forward looking and can potentially enhance agility, resilience, performance and learning in the workforce.



Moreover, staff representatives recognise that the Guiding Principles of Next Normal go beyond FWA and are designed to broadly and successfully transform working methods to strengthen mandate delivery, staff engagement and retention across the Secretariat.

While they acknowledge that FWA is not a right per se, staff representatives are concerned that the current practices in terms of granting and refusal of the various FWA are creating issues in terms of fairness and staff engagement and harming overall morale in ways that are detrimental to staff, supervisors, and the

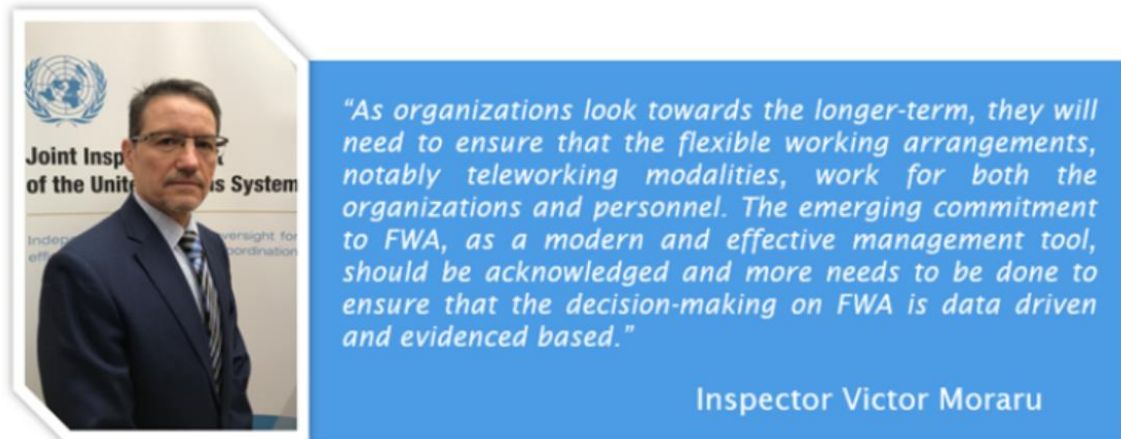
Organisation alike. Current practices may, in some cases, constitute an impingement on other staff rights, such as fairness and equality of treatment, as well as a misuse of discretion. Some toxic working conditions are being fuelled by the application or denial of FWA.

¹⁷ Staff in grades G1 to G4 are now considered by a CRB. In practical terms this means that as soon as they are selected for a position and subject to review by a CRB, they will be eligible to be considered for a continuing appointment.

Targeted amendments to the FWA policy have been repeatedly proposed to the SMC by the staff unions. Unfortunately, management did not agree to any of the amendments proposed by staff representatives, nor did it agree to the staff proposal to establish an SMC working group to monitor consistent implementation of the policy,

In view of the importance of this policy for all staff, our Union wants to reintroduce this topic and, in a dedicated paper, present to the SMC XII in April 2024 the position that urgent guidance is needed on the use of managerial discretion and on what constitutes appropriate justification for discretionary granting or denial of FWA.

The recent report of the Joint Inspection Unit (JIU) on FWA in UN system organisations ([JIU/REP/2023/6](#)) found that the destigmatisation of FWA, the digital technology enabling teleworking, and the cultural shift towards work flexibility have led to significantly increased interest on the part of UN staff in the use of FWA post-pandemic, as well as to higher levels of acceptance by managers and teams, particularly for teleworking.



4.2.7 Performance Management

With the issuance of the revised policy on performance management (PM) and development system (ST/AI/2021/4), the SMC Working Group on PM concluded its work. However, staff and management agreed to include the PM system on its meeting agenda at least twice in the course of each year. The President of our Union has been designated as the focal point for the follow-up on performance management issues and on surveys of staff on *Agile Performance Management*.

Lack of managerial accountability for poor management of staff performance and the lack of objective application of performance evaluation ratings remain a concern to the Council. Staff members need to be able to trust the objectivity of the assessment process and be provided with the necessary support to remedy any performance shortcomings. Performance management should never be a disguised way to retaliate against staff.

Staff are also concerned about instances of inconsistency between overall satisfactory performance ratings and the content of negative comments.

In this context, we would like to draw your attention to a related UNAT judgement (2020-UNAT-1044, Handy). The Applicant contested negative narrative comments in his performance appraisal report. The UN Dispute Tribunal (UNDT) found that the Application was receivable and that **the comments constituted an administrative decision as they detracted from his favourable overall rating and had direct adverse legal consequences for the Applicant**. UNDT concluded that the performance appraisal was unlawful and ordered it to be amended.

The Secretary-general appealed the UNDT decision, but UNAT held that it was unable to detect any fault in the UNDT's conclusion that the negative narrative comments and the performance appraisal itself constituted a reviewable administrative decision. UNAT held that the negative narrative comments detracted from the overall satisfactory performance appraisal of the Appellant and had present and direct legal consequences for the Appellant's terms of appointment, thus the comments and the performance appraisal constituted a final administrative decision.

UNAT held that the application was receivable *ratione materiae* and that the impugned decision was unlawful. UNAT dismissed the appeal and affirmed the UNDT judgment.

4.2.8 New Parental Leave Policy

The new parental leave policy (ST/AI/2023/2) was excellent news for anyone who became a parent on or after 1 January 2023. The former maternity, paternity, and adoption leave



were replaced with parental leave of sixteen weeks for all parents, regardless of gender or category of staff, and provided an additional ten weeks to birth mothers to meet their specific pre- and post-natal needs. The news was less good for those who became parents in 2022.

Initially, UN management had agreed with staff unions that all parents eligible for parental leave on 1 January 2023, including those with children under one year of age, born in 2022, would benefit from the new policy. Unfortunately, UN management reversed its apparent position and informed staff representatives that they would apply the policy only to children born on or after 1 January 2023.

This news came to us as a shock, and the unions collectively agreed that this policy interpretation was not in line with the text and intent of the GA resolution,¹⁸ which contained no restriction regarding eligibility in 2023 for children born in 2022. Staff unions urged

¹⁸ Resolution 77/256/A-B): "Welcomes the establishment of the new parental leave framework, requests the Secretary-General to implement the framework in the Secretariat of the United Nations within existing resources, on an exceptional basis, for the year 2023, and encourages executive heads of other organizations of the common system to follow such practice."

management to keep to their initial good faith commitments and not to let staff and young children down.

Thanks to the strong pressure from the staff unions, management eventually approved transitional measures to grant ten weeks of special leave with full pay to birth mothers who were on maternity leave on 1 January 2023, in addition to their entitlement of sixteen weeks of maternity leave.

Unfortunately, however, those transitional measures did not address the needs of fathers and of mothers (of children born in 2022) who had already exhausted their paternity and maternity leave before 31 December 2022. While the new policy finally achieved a discrimination free approach to parental leave, the decision to limit the transitional measures to only birth mothers continued the earlier discriminatory rule.

Many affected parents were asking whether they had any recourse for not being able to use the entitlements they had been promised.

The Council provided legal assistance to five staff members who decide to challenge the discriminatory decision that violated their right to increased parental leave. Two of those staff members are currently awaiting the decision of the UN Dispute Tribunal on that matter.

4.2.9 New Organisational Policy on Downsizing

Our Union took an active role in co-chairing the SMC Working Group on Downsizing. The administrative issuance “Downsizing or restructuring resulting in termination of appointments” (ST/AI/2023/1) was finally promulgated, effective 20 January 2023.

Staff unions have monitored closely the closure of the UN Multidimensional Integrated Stabilization Mission in Mali (MINUSMA) and the UN Integrated Transition Mission in Sudan (UNITAMS), in which downsized colleagues were given priority consideration when applying for positions for which they were found suitable.

The Council continues to examine the types of situations that should trigger the full application and inherent protections of the downsizing policy. With respect to UNODC, it has been notable that the policy would not be activated when there is a normal expiration of fixed-term appointments following the end of a project of a finite duration.

4.2.10 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 P categories for which they meet the requirements without having to go through the G-to-P exam.

Unfortunately, the GA continually delayed full consideration of the proposal to remove the G-to-P barrier that were imposed in 1978 and run counter to the principle of equal and fair treatment for all applicants.

Staff representatives raised this important matter again, and the reactivated SMC Working Group on GS Career Prospects presented its report to the SMC in June 2023, outlining the agreement on a proposal to end the G-to-P barrier.



Their report was included in the Secretary-General's "Proposal on the movement of Secretariat staff from the General Service category to the Professional category" and was discussed by the GA during its resumed 78th session. Unfortunately, no final decision was taken, and the topic is now

scheduled for consideration during the next GA session.

4.2.11 Working conditions of translators, revisers, and editors

The ongoing deterioration of working conditions of translators, revisers, and editors, and the failures of staff-management consultations both within the Department for General Assembly and Conference Management (DGACM) and in SMC remain a concern.

In 2022, management decided to introduce credit discounting for recycled text ("reprise"). This was announced one year after a previous workload increase,¹⁹ which had been implemented in a manner highly detrimental to staff well-being.

At the SMC XI meeting in Brindisi, staff requested immediate cancellation of the implementation of "reprise" discounting, planning to capacity rather than demand, and allowance for special assignments to enable essential tasks.

While management affirmed its support to staff in any area related to well-being and mental health, it maintained its position that the issue was specific to DGACM and, that it should, therefore, be handled and further discussed within that entity.

Following various meetings, DGACM agreed to mediation involving the UN Ombudsman. An actual face-to-face mediation was envisaged to take place in New York in October 2023. Unfortunately, after several months of preparatory discussions, the Ombudsman "determined that mediation [was] not appropriate at [that] time".

Staff unions have, therefore, decided to bring this matter back to SMC. In its upcoming face-to-face SMC meeting in April 2024, staff will present the results of a new well-being survey of translators and revisers on the impact of the increased workload standards.

¹⁹ Prior to the adoption of GA resolution 75/252, most of the translation services had already met the productivity level mandated in paragraph 8 of that resolution (cf. A/75/7, table I.11). However, DGACM management decided to interpret the resolution as a mandate to increase the individual workload standard to 5.8 pages per day for translation assignments and to 6.4 pages a day for self-revision assignments.

The matter has become even more urgent, since DGACM management plans to introduce further discounting for reprise without considering obvious technical issues (supposed recycled text is often irrelevant for the given translation and even the most basic industry standards are disregarded, e.g., minimum length of segments and contextual relevance) and legitimate staff concerns.

Additionally, the recent budget consultations in DGACM showed that the entity's management refuses to consult with its staff from duty stations outside New York on policy affecting them. Therefore, a genuine solution to the problems created by the impasse in staff-management relations in DGACM is required.



Staff will reiterate their requests for an immediate cancellation of the implementation of reprise discounting, planning to capacity rather than demand, and for allowance for special assignments to enable essential tasks.

Administration of Justice

4.3 Attempted Changes to the Statute of the UN Tribunals

The 2022 Report of the Secretary-General on Administration of Justice²⁰ attempted to amend the UNDT statute by restricting the scope of its judicial review of disciplinary cases through introduction of a new article 9.4. The amendment would have prevented the Dispute Tribunal from making judicial enquiry concerning the factual bases on which disciplinary measures were imposed on staff.

Management's 2022 proposal for Article 9.4:

4. In hearing an application to appeal an administrative decision imposing a disciplinary measure, the Dispute Tribunal shall pass judgment on the application, determining whether the decision was a reasonable exercise of the Secretary-General's authority based on the evidence before the Secretary-General at the time the administrative decision was taken. The applicant shall bear the burden of showing that the decision was not a reasonable exercise of the Secretary-General's authority.

All staff unions agreed that the position of management to curb the judicial review powers of the UNDT was unacceptable. In 2022, they wrote both to the Secretary-General and to the Chair of Fifth Committee, firmly objecting to the proposed policy change in the Secretary-General's report.



The Sixth Committee did not approve the misguided amendment and, instead, referred the matter for consultation.

Our Union produced a comprehensive legal paper in June 2023, arguing that staff must have due process rights at an independent Tribunal to contest the findings of the Office of Internal Oversight Services (OIOS) and the administration on allegations of misconduct.

Although staff did not engage in intensive SMC consultations on this issue, after placing our Council's valid concerns in writing and providing clear legal argumentation, management eventually amended their proposal to the GA²¹ for the new article 9.4 of the UNDT Statute, specifically saying that they wanted "to address the comments of staff representatives."

The GA has now decided (A/RES/78/248) that the new article 9.4 will read as follows:

Article 9, new paragraph 4:

4. In hearing an application to appeal an administrative decision imposing a disciplinary measure, the Dispute Tribunal shall pass judgment on the

²⁰ A/77/156 "Administration of justice at the United Nations" - Report of the Secretary-General

²¹ A/78/156 "Administration of justice at the United Nations" - Report of the Secretary-General

application by conducting a judicial review. In conducting a judicial review, the Dispute Tribunal shall consider the record assembled by the Secretary-General and may admit other evidence to make an assessment on whether the facts on which the disciplinary measure was based have been established by evidence; whether the established facts legally amount to misconduct; whether the applicant's due process rights were observed; and whether the disciplinary measure imposed was proportionate to the offence.

Staff unions are closely monitoring how the new article 9.4 will be interpreted by the Tribunals.

4.4 Comprehensive Assessment of the Functioning of the System of Administration of Justice

In its resolution A/RES/78/248 adopted on 22 December 2023, the GA requested the Secretary-General "to provide a comprehensive assessment of the functioning of the system of administration of justice in his next report". Considering the possible magnitude



of such an endeavour, the Council has sought information from management on how they envisage conducting this comprehensive assessment. The staff unions of the Secretariat will continue to monitor how this request will be implemented and endeavour to ensure that staff representatives be included in the process.

5 UNOV/UNODC issues

5.1 Office Space

The new UNOV/UNODC office space policy, as recommended by the JAC and approved by the Director General / Executive Director of UNOV/UNODC came into effect on 3 May 2023.

Its overarching goals are to develop for the entirety of the UNOV managed space a modern, healthy, and safe work environment by using available office space more efficiently, to accommodate the entire UNOV/UNODC workforce, and to provide a fair and adequate distribution of office space amongst all divisions, staff, and other personnel categories.

The new default minimum space allocation and configuration for all staff at the GS level and at the P level up to P-4 is a four window-module sitting two occupants. Office space for staff at levels higher than P-4 has been reduced by one window but not shared.



While there is no managerial discretion with regards to the default space allocation, some discretion is afforded, if the concerned team agrees, to have larger offices with more staff and more modules (e.g., three in five or six).

Management started implementing the policy in areas where there was excess space first. This is the reason why there is still overcrowding in certain areas. Offices have been moved one by one and not all at the same time.

However, each branch should have a focal point on office space, and staff and personnel in each branch should be informed in a transparent and timely manner who moves where and when. Unfortunately, this has not been the case in every branch. Staff representatives raised this ongoing issue in the JAC, highlighting that staff need to be informed in advance of the office moves and asking for more sensitivity for those who had to start sharing offices. Timely office moves to comply with the official space requirements should also be implemented to ensure fairness across branches.

Staff representatives will continue monitoring the implementation of the policy and raise any issues of staff concern with management.

Should any instances of non-compliance with the office space policy be noted, staff are invited to put their formal complaints in writing and send them to the Council so that they can forward the complaints to those who are responsible in the administration for implementing the policy.

5.2 UNOV/UNODC affiliate staff

The implementation of the decision of UNOV/UNODC management to transition some UNDP-administered GS and National Officers (NO) positions in field offices to UNOV/UNODC administered ones (“Lift & Shift”) was completed on 1 April 2024.

All local GS and NO staff in UNODC field offices (131 staff members) have now a regular UN Secretariat appointment administered by the Human Resources Management Service (HRMS) in Vienna.

The Union welcomes this transition and sees it as a success story which can serve as a blueprint for the entire Secretariat, especially considering the worrying increase in use of affiliate (the co-called “non-staff”) contracts.



At the same time, other colleagues working side-by-side with regular staff continue to face discrimination because of their contractual situation. The Council has been approached by numerous service contract holders working in UNODC field offices, particularly in those located in countries with unstable economies and sharp devaluations of local currencies.

Our Organisation continues to turn a blind eye to the plight of those colleagues, denying them special pay protection measures offered to regular staff, and justifying its lack of action through salary methodologies, thereby failing to shield them from the negative repercussions of economic volatility.

It is unfortunate that the type of contract defines whether colleagues are eligible for various benefits and entitlements, and that we hear, for example, from the parents “with the wrong contract” that they cannot benefit from the recently introduced and more generous parental leave.

In its recent [report on the use of non-staff personnel and related contractual modalities in the UN system organisations](#) (JIU/2023/8), the JIU found that non-staff personnel constituted a significant portion of the total workforce of the UN system organisations.



“While the reasons for issuing this type of contract (needs for flexibility, cost-effectiveness, and unpredictable funding) may be valid, the JIU are of the view that such solutions should not be used as justification for unfair labour practices and misuse of non-staff personnel. The necessity for the UN system, as a rule-based global body, to uphold the ethos of good labour practices cannot be overemphasized. Also, short-term contracts and job insecurity have given rise to high turnover and the lack of a stable and motivated

workforce, a situation that may have a negative impact on organisational performance and sustainability.”

The JIU, therefore, recommended to develop social benefit policies or schemes applicable to non-staff personnel performing functions of a continuous nature, with clear guidelines for their implementation. They also asked the HRN of the HLCM to review and set minimum standards and principles for non-staff contractual modalities commonly used by the UN system organizations, with a view to enhancing system-wide coherence and harmonization by the end of 2028.

Last but not least, they referred to the negative connotation of the derogatory and discriminatory term “non-staff” and recommended that the term “**affiliate personnel**” be adopted as the common system nomenclature in relevant policy documents.

6 Participation in Global Fora

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

6.1 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.

The SMC XI face-to-face meeting took place in Brindisi, Italy, from 24 to 29 April 2023. It was preceded by one day of preparatory meetings for staff representatives to help them find common positions on various SMC agenda items.



Our Union is committed to a pro-active role in the SMC. The former President of our Staff Union has served as a member of the Steering Group (the “3x3 Contact Group”) since April 2019. Following his departure from UNOV/UNODC in early 2023, he has been replaced by our current President who continues serving in the Steering Group.

This Group, comprised of three representatives from management and three representatives from staff, coordinates the work of the SMC, together with the SMC President, Vice-President, and Secretary.

Our Union took a lead role in paper writing and submission of topics for discussion during SMC XI. We drafted papers on the sabbatical leave programme; disciplinary measures – ending unjust secondary punishment and additional disciplinary measures in the UN

Secretariat; comprehensive and consistent exit interviews; online examinations and tests system; withdrawal and resubmission of job applications through Inspira; regulating UN Volunteers; continuing appointments for G1 to G4 staff; liens; participation of management-side representatives in SMC meetings; and placement outside the staff selection system.

The next SMC meeting will take place in Nicosia, Cyprus from 15 to 22 April 2024 and our Union will be submitting papers on the following topics: Approaches to abrasive managerial behaviours in the workplace; FWA and the use of discretion; Learning and training - efficiency, fairness, and value; Fair and equitable reporting lines and correct organigrams; the Flag code and international civil service; and Legal support for the staff-side of the SMC.

The work of the SMC is conducted through various Working Groups organised according to topics. The UNOV/UNODC Staff Council has been represented on the following Working Groups and focal point mechanisms:

- Staff Selection and Mobility (co-chair)
- Administration of Justice (co-chair)
- Performance Management (focal point)
- Delegation of Authority
- Gender focal points²²
- Recognition and rewards (focal point)

6.2 Representation through our Federation

In December 2022, the Council decided to join UNISERV. The federation hosts the New York Staff Union, UN Field Staff Union (UNFSU), UNDP/UNFPA/UNOPS/UN-Women as well as the International Staff Association of UNESCO (ISAU-UNESCO).



UNISERV

Given the setup of UNISERV, our Council is also automatically a member of its executive committee and subsequently enabled to accessing and advocating at high-level fora that are otherwise closed for individual staff unions, such as ICSC, HLCM, Human Resources Network (HRN), or IASMN.

UNISERV held its annual general meeting in September 2023.

Various matters of importance for the federation's member unions were discussed and multiple virtual meetings were held with some of the key stakeholders, including Ms Catherine Pollard (Chair HLCM and Under-Secretary-General for Management Strategy, Policy and Compliance), Ms Martha Helena Lopez (Assistant Secretary-General for

²² The SMC has a gender focal point group, and that group is made up of representatives of management, ECLAC, UNOV/UNODC, and UN WOMEN staff councils.

Human Resources, Chair of the Mental Health Implementation Board and Chair of the HRN), Ms Rosemarie McClean (Chief Executive of Pension Administration UN Joint Staff Pension Fund), and Ms Jane Connors (UN Victims' Rights Advocate).

Elections were also held on the last day of the meeting and the President of our Union was elected to serve as the President of UNISERV for a two-year term.



On behalf of UNISERV, she has been participating in ICSC sessions, several ICSC working groups, as well as in HLCM and HRN meetings.

The 46th Session of HLCM took place in Copenhagen in October 2023. Areas under discussion in HLCM related to the AI, OSH, sexual harassment, the compensation package review, UN 2.0²³, and sustainability of travel.

The HLCM decided to create a cross-functional Task Force to develop a system-wide normative and operational framework on the use of AI in the UN System. UNISERV will be allowed to have an observer in that forum and has nominated the Vice-President of our Union for that role.

Regarding Occupational Safety and Health (OSH), the HLCM decided to establish an inter-agency mechanism to be managed by a UN-wide OSH Coordinator, supported by a lean Secretariat, likely to be located in Bonn.

The ICSC briefed the HLCM on the upcoming comprehensive review of the compensation package. In the ensuing discussion, the need to maintain a competitive and sustainable package, which provides UN organisations with a capacity to recruit, retain and deploy staff of the highest competence in often dangerous and difficult conditions, was acknowledged.

²³ The Secretary-General's Policy Brief on the UN 2.0 "Forward-Looking Culture and Cutting-Edge Skills for Better UN System Impact" - a vision of a UN system equipped with 21st-century expertise and a rejuvenated organisational culture for more robust results, better support to Member States, and faster progress towards the Sustainable Development Goals.

Following on the HLCM meeting, HRN co-chairs invited staff federations to join a retreat in Turin in order to have a dedicated exchange solely on the ICSC compensation package review. Management has been working on a compendium and glossary of terms, based on which they plan to develop their data and argumentation about why the status quo i.e., a competitive and sustainable package, should be kept.

In that regard, the HRN discussed data collection i.e., how to get the real picture of those benefits and what they meant to staff. The President of UNISERV suggested to facilitate discussion sessions with staff, both in headquarters and in different locations where UNODC operates in order to find out how those benefits have contributed positively to staff members and their families, and how they enabled staff and the organisations to deliver on their work and their mandate.



To that effect, a focus group of interested UNOV/UNODC staff met in January 2024 to discuss the compensation package, including on the relations between remote working arrangements and compensation.

Staff federations reiterated their strong objection to plans for remote contracts with no link to a location/duty station, once again stressing that the existing contractual framework is sufficiently flexible.

7 Staff Protection and Legal Assistance

7.1 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. Guidance is provided on options available to them, and assistance is given in seeking justice, whether through informal or formal channels, such as through facilitating the provision of legal assistance to contest an administrative decision.

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

7.1.1 Lawyers Available for Work-related Issues

The [Office of Staff Legal Assistance \(OSLA\)](#) is able to provide legal advice and representation to all UN staff members (and former staff or affected dependents) who wish to appeal an adverse administrative decision, or who are subject to disciplinary action.

Staff who need legal assistance should submit an online form using the OSLA case management application. The [instructions are available on their website.](#)

If OSLA cannot represent you for any reason, the Staff Union may assist and provide you with an external lawyer.

Two lawyers are normally available weekly in room C0341 to offer preliminary 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

Mondays, 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.

Available by phone: +43 (0) 664 205 84 58 or 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. In 2011 Mr Dahl was hired on a retainer to provide services to our Union including 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 nine staff members. He assisted four of them with their respective MEU / MAES request submissions, and two of them with submission to UNDT, while he continues assisting an additional case pending before UNAT.

He provided his legal opinion to the Staff Council on several topics, including on the new parental leave policy; upcoming changes to roster management; review of the jurisdictional set-up of the UN common system; and individual contractors. He also assisted the Staff Council with the drafting of their rules of procedure.

The Council supported the legal representation, through other external lawyers, of seven more staff members.

The grievances related to harassment, sexual harassment, contractual issues, staff selection processes, benefits and entitlements, and disciplinary processes/investigations.

7.1.2 Support Fund

The Staff Council has a Support Fund for the representation of more vulnerable groups of personnel, including colleagues on precarious contracts (the so-called "non-staff" /

“affiliate staff”). With the Gift Shop a funding source for the representation of UN colleagues, no staff membership dues are used or redirected for this purpose.

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.

7.1.3 Lawyers Available for Non-work-related Issues

Six lawyers are normally available weekly in room C0341 to advise staff on non-work-related issues. Most of them provide two free legal consultations per year 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).

A full list of the lawyers and their contact details is [available on the Staff Union's website](#).



8 Communication and Outreach

One of the Staff Union's endeavours is to increase its visibility and raise staff awareness.

The website of the Staff Union <https://staffunion.unov.org> keeps our membership better informed and updated on the activities of the Union, important policies, issues relevant to their conditions of service, and the services the Union provides.

United Nations UNOV/UNODC Staff Union

United Nations Staff Union Vienna

Home Your Representatives Membership Annual Reports Topics Staff Services Gift Shop Contact Us

NEWS AND EVENTS

Update on Continuing Appointments

The 2016-2021 combined continuing appointment exercise is now complete.

The rules on how continuing appointments are awarded were decided by the General Assembly and are set out in this [administrative instruction](#). This includes calculation of the envelope (75 percent of established posts) and the allocation point system used when the number of eligible staff exceeds the envelope available.

Recent closures of peacekeeping missions have drastically reduced the number of established posts and thus the envelope available. In this case there was an

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THE UNION IS US
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CONTACT US

Our Vision and Mission Statements

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 and your concerns, the better it is able to represent you and facilitate changes to policies and conditions that protect and benefit you.

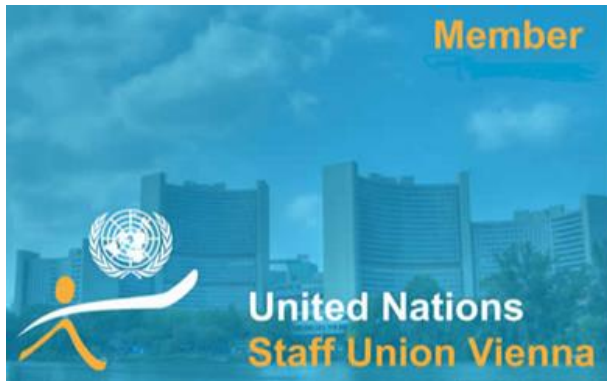
In case you wish to reach out to the Council anonymously, a *suggestion box* is installed in front of E1112 (the Staff Union Office).

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](#).

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 a grant to pay for 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.

Please verify whether you are a dues-paying member of the Staff Union.

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 only OSLA. Kindly note that this is a different (also voluntary) deduction, unrelated to active membership in the Staff Union.

At the time of writing the report, 673 staff were dues-paying members of the UNOV/UNODC Staff Union, corresponding to 44 per cent of UNOV/UNODC staff.

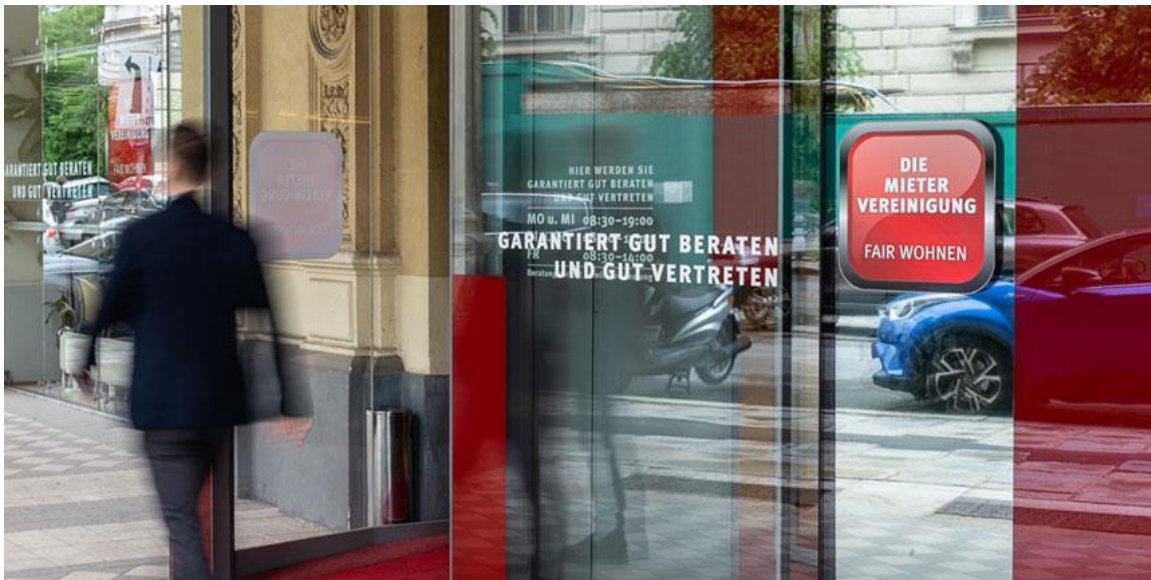
9.2 Utilisation of Union Funds

9.2.1 Agreement with the Austrian Tenants' Union

Thanks to the agreement with the Austrian Tenants' Union ("*Mietervereinigung*"), signed in 2017, 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 is highly appreciated by staff, particularly by those who might not be familiar with Austrian laws and do not speak German. Positive feedback has been received from many staff members who took advantage of the service.



9.2.2 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 (60 per cent), whereas smaller portions are allocated for charity donations (10 per cent) as well as adding funds to the Support Fund of the Staff Council (15 per cent).

Following the decrease in revenues during the COVID-19 pandemic, the sales fortunately started picking up again in spring 2022. While the shop has not fully reached the profit levels comparable to those from the pre-pandemic times, the upward trend continues.

Also, thanks to financial reserves accumulated in previous years, the overall financial health of the Union has been consistently maintained.

9.2.3 Charity Donations

Every year the Staff Council donates ten per cent of the profit generated from the sales of the Gift Shop to charity. Details are provided in the Treasurer's report.

Despite the decrease in the shop's revenues due to the pandemic, the Staff Council decided to provide direct financial help to the family of a deceased UNODC colleague in Afghanistan. The first part of the donation was paid out in 2022, the second part was donated to the same family in 2023, totalling the equivalent of USD 12,000.

9.2.4 Trainings for Staff Representatives

The Staff Council organised four different trainings for staff representatives during the reporting period.

Members of the newly constituted Staff Council participated in a legal workshop in September 2023, led by an external legal advisor. 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 they are a victim of harassment, abuse of authority or discrimination.

The legal workshop was followed by an induction training for staff representatives in the form of two webinars and 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.

Several Council members participated in the training on the victim-centred approach to sexual exploitation and abuse and harassment in December 2023, led by the renowned *. The training module was based on a very well-designed case study methodology. It provided participants with a clear understanding of the rights of victims of sexual harassment and sexual exploitation and abuse, and what a victim-centred approach means in practice. Several UNOV/UNODC colleagues who were involved with or interested in the topic also joined the training.

A two-day training with informal briefings on staff-management mechanism and general administration took place in January 2024. It was the first time that a UN senior professional ran such a training for our Council. The topics covered during the training

included UN budgetary and legislative processes (GA, Fifth Committee, Advisory Committee on Administrative and Budgetary Questions (ACABQ)), recruitment, procurement, CRBs, and oversight mechanisms (OIOS, Joint Inspection Unit (JIU), UN Board of Auditors).

In addition to our Staff Council members, several colleagues from the New York Staff Union and the Field Staff Union joined the training as well.



The Council members were honoured to have the Director, Division for Management and Chief HRMS join for the opening of the training. We hope this training will be a model for the development of future capacity building sessions for all UNOV/UNODC personnel.

9.2.5 New VIC Nursing Room

Together with other Vienna-based Organisations' (VBO) Staff Associations and Unions, our Union contributed to the relocation and renovation costs for the new nursing room in C0E1. The UNOV/UNODC Staff Welfare Board (SWB) also generously agreed to help fund the project²⁴ and thereby played an important role in the initiative's success.

The renovation commenced in December 2022, and in September 2023 the inauguration of the new nursing room was finally announced.

Both the Council and the SWB considered it important that such facility be easily accessible and well equipped. While nursing is allowed anywhere in the VIC, this is a dedicated space thoughtfully designed for breastfeeding or expressing milk. The nursing room features individual private booths that ensure a tranquil environment for caregivers to attend to their children's needs. Additionally, a well-equipped kitchen and welcoming seating area have been provided to facilitate nursing and bottle-feeding.

Located on the ground floor in the rotunda, it is available to all caregivers, whether visiting or working at the VIC and symbolizes our organisation's dedication to meeting the diverse needs of people at the VIC.

²⁴ SWB agreed to pay 50% of the UNOV/UNODC share for the full cost of renovation (EUR 16,305.15 i.e., 22.965% of the full cost). The remaining 50% of the share was covered by the Staff Council.



9.2.6 Support of Various Initiatives

During the reporting period the Staff Council provided financial support to several HRMS initiatives, funding the refreshments for the following events: 2023 International Day of People with Disabilities, 2023 VIC Disability Inclusion Network anniversary, 2023 Daughters' Day, and 2024 International Women's Day.

9.2.7 Joint VIC Staff Summer Party

The Staff Union joined the IAEA, UNIDO and CTBTO Staff Unions / Councils on 2 June 2023 for the VIC Staff Summer Party.



The UNOV/UNODC Staff Council contributed EUR 10, 000 to the cost. Half of that cost was generously subsidised by the Staff Welfare Board.

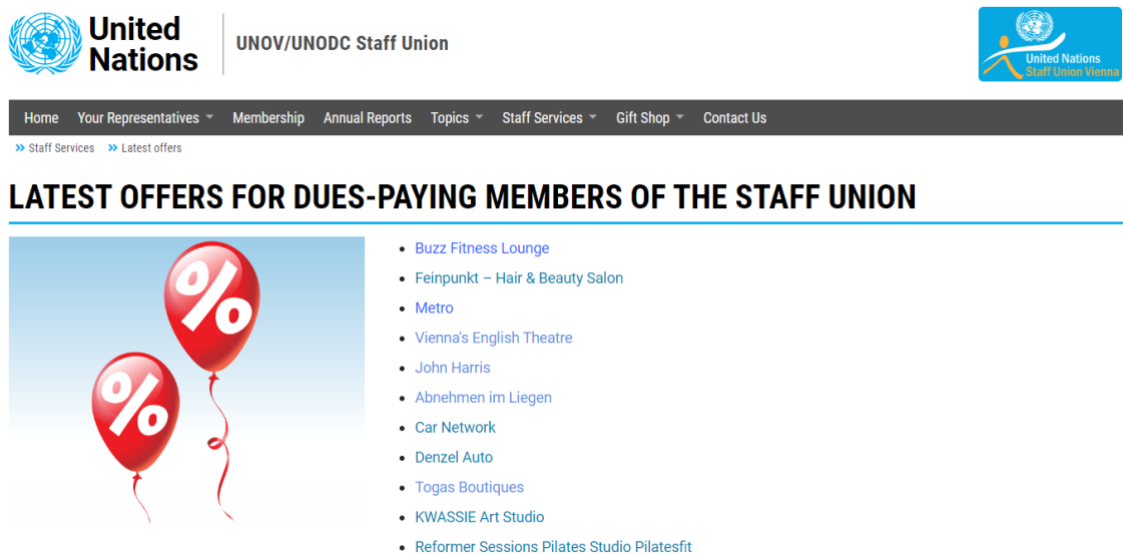
9.2.8 Water dispensers

Staff welcomed the project on Water Dispensers launched by the SWB in March 2024, which provided staff with a sustainable hydration solution in the work environment. The Water Dispenser units provide thoroughly purified drinking water and include hot, cold and room temperature still water as well as sparkling cold water.

The Staff-Council made a one-time contribution of EUR 10,000 to this project.

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.



The screenshot shows the website header with the United Nations logo and 'UNOV/UNODC Staff Union' text. A navigation bar includes links for Home, Your Representatives, Membership, Annual Reports, Topics, Staff Services, Gift Shop, and Contact Us. Below the navigation bar, there are links for 'Staff Services' and 'Latest offers'. The main heading is 'LATEST OFFERS FOR DUES-PAYING MEMBERS OF THE STAFF UNION'. To the left is a graphic of two red balloons with white percentage signs. To the right is a list of offers:

- Buzz Fitness Lounge
- Feinpunkt – Hair & Beauty Salon
- Metro
- Vienna's English Theatre
- John Harris
- Abnehmen im Liegen
- Car Network
- Denzel Auto
- Togas Boutiques
- KWASSIE Art Studio
- Reformer Sessions Pilates Studio Pilatesfit

The relevant information about the discounts and [Staff Union services](#) is available on the Staff Union website.

The list of shops and services offering discounts is available at: https://staffunion.unov.org/scv/en/list_of_discounts/discounts/latest_offers

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 in which all dues-paying members automatically participate. In 2023 the holiday raffle took place again and included over a hundred prizes from various sponsors and the Gift Shop.

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 VIC Garage

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

10.2 Joint Commissary Advisory Committee

During the reporting period the Commissary published its Financial Report for 2022. In this context, it's important to note that the commissary did **not** transfer any money to the various Staff Welfare Boards because of losses in 2020 and 2021. However, the results for 2022 are more promising. Sales increased again and the net profit showed USD 350,000. For the time being, no money will be transferred as the loss of USD 1,900,000 still needs to be compensated.

Additionally, the Commissary Advisory Committee (CAC) revived the Selection Subcommittee (SSC) to assist with selection and phasing out of products, ensuring that new products adhere to the host country agreement for the types of products the Commissary can sell. UNOV will be given two spots on the SSC selected from the UNOV/UNODC representatives serving on the CAC.

10.3 Joint Advisory Committee on Catering Services

During the reporting period the Joint Advisory Committee on Catering Services (JACCS) addressed several catering issues of pertinent concern to staff members.

The Committee was informed that Eurest contract was extended for three more years, and that a new bidding exercise would be conducted soon. Furthermore, some changes have been implemented:

- Cashless payment has been introduced in the cafeteria, as jointly agreed with the VBOs. However, on a trial basis, there is still one cashier desk for cash payments;
- C04 and C07 coffee corners were refurbished;
- The bar was renovated with certain changes (table service for brunch, use of QR code to pre-order, coffee to go, etc.); and
- Eurest advised that the price of boxes has been reduced.

Additionally, the following changes are planned for the future:

- Fair trade coffee to be introduced in all sales outlets;

- Introduction of reusable boxes is still work in progress; and
- Deposit for bottles will be introduced later.

No vendor has been found for the coffee machines due to reduced patronage.

As per Eurest, the implementation of deposit for reusable cups has saved a lot of garbage and is good for sustainability.

Request to re-introduce the use of glass cups was made by a member.

10.4 VIC Recreation Committee

The VIC Recreation Committee (VICREC), operating under the auspices of the Vienna International Staff Associations Committee (VISAC), is entrusted with supervising the activities of the VIC-based clubs.

During the reporting period, Daniel Bridi, VICREC Chairman, retired and Shadi Al Abani withdrew his participation due to personal reasons. Daniel and Shadi contributed significantly to the Committee for several years during their tenure. In March 2024, Osadolor Akpata (UNIDO) and Viviana Ramirez (UNOV/UNODC) assumed the leadership roles of Chair and Vice-Chair, respectively. The VICREC is currently composed of representatives of CTBTO (2), IAEA (2), UNIDO (1), and UNOV/UNODC (1).

Continuing the tradition, VICREC celebrated the Clubs' Day in the rotunda. Numerous clubs participated in the event, providing staff members the opportunity to get informed and to engage in the recreational clubs, thereby promoting overall well-being. Additionally, the VICREC welcomed two new clubs for this period - the Awethu Club and the PadelPickleball Club.

The Committee also received several new club applications, some of which were unfortunately declined due to their non-recreational nature, as stipulated by the VICREC Terms of Reference (TORs).

VICREC remains committed to managing the club facilities and liaising with various entities within the VIC to address any issues that may arise due to club activities.

11 Treasurer's Report 2023

UNITED NATIONS STAFF UNION VIENNA			
Financial Report for the year 1 January - 31 December 2023			
(in Euro)			
Staff Council's main operational account			
INCOME			
1. UNOV/UNODC Membership dues		€	89,671.93
2. CTBTO contribution to staff services (1)		€	1,308.12
3. VAT refund		€	-
4. Other income (2)		€	5,000.00
Total Income		€	95,980.05
EXPENDITURE			
1. UNSCV travel and training expenses (3)		€	40,670.56
2. UNISERV annual membership fee		€	1,852.54
3. Staff services officer		€	13,225.00
4. Lawyers' fees (professional legal assistance for staff)		€	9,000.00
5. Business Net (charges for online banking)		€	244.80
6. Miscellaneous expenses (4)		€	32,290.62
7. Bank charges		€	286.20
Total Expenditure		€	97,569.72
Excess of income over expenditure		-€	1,589.67
Support Fund			
INCOME			
1. Portion of the Gift Shop profit (15%) - none in 2022		€	-
Total Income		€	-
EXPENDITURE			
1. Legal assistance for staff		€	2,097.03
2. Bank charges		€	199.20
Total Expenditure		€	2,296.23
Excess of income over expenditure		-€	2,296.23
Dispo/saving account			
INCOME			
1. Credit interest		€	768.43
Total Income		€	768.43
EXPENDITURE			
1. None		€	-
Total Expenditure		€	-
Excess of income over expenditure		€	768.43
ASSETS			
Main account balance as at 31 December 2023		€	115,593.23
Dispo account balance as at 31 December 2023		€	779,694.56
Support Fund account balance as at 31 December 2023		€	11,902.79
Total		€	907,190.58

Explanatory notes 2023

United Nations Staff Council at Vienna - Financial Report			
For the period 1 January to 31 December 2023			
(in Euro)			
Explanatory notes 2023			
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.			
A deposit of EUR 2,400 was received from the IAEA Staff Council and the UNOV Staff Welfare Board in 2000; the amount is to be used by VICREC for the lockers project (men's changing room on F09)			
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	Other income		
2.1.	Subsidy from the Staff Welfare Board, co-funding the expenses for the 2023 VIC Staff Summer Party (50% of the UNOV/UNODC share totalling EUR 10,000.00)	€	5,000.00
3	UNSCV travel and training expenses		
3.1.	UNISERV related trip: ICSC Working Group on HR Framework, London, February 2023 - travel expenses for the President	€	2,726.92
3.2.	UNISERV related trip: 95th Session of the ICSC, New York, March 2023 - travel expenses for the President	€	9,778.00
3.3.	SMC XI, Brindisi, Italy, April 2023 - travel expenses for two participants	€	4,472.03
3.4.	UNISERV related trip: ICSC WG on Standards of Conduct, Brussels, May 2023 - travel expenses for the President	€	2,696.18
3.5.	UNISERV related trip: 96th Session of the ICSC, Montreal, July 2023 - travel expenses for the President	€	4,940.21
3.6.	UNISERV Annual General Meeting, Brindisi, Italy, September 2023 - travel expenses for three participants	€	4,322.71
3.7.	UNISERV related trip: 46th HLCM Session, Copenhagen, October 2023 - travel expenses for the President	€	1,465.84
3.8.	UNISERV related trip: HR Network retreat, Turin, Italy, October 2023 - travel expenses for the President	€	1,689.63
3.9.	Legal workshop for staff representatives (virtual)	€	700.00
3.10.	Induction training for staff representatives (virtual)	€	1,735.71
3.11.	Both UNISERV and Staff Union related trip: ICSC WG on Standards of Conduct & addressing the Fifth Committee & bilateral meetings with senior management, New York, November 2023 - travel expenses for the President	€	6,143.33
			€ 40,670.56
4	This consists of the following expenses:		
4.1.	Fee for services provided by Tenants' Union ("Mietervereinigung")	€	5,000.00
4.2.	Audit of the financial statements of UNSCV and the Gift Shop 2022	€	900.00
4.3.	"Simply Voting" invoice - election of the new Staff Council	€	1,186.32
4.4.	2023 VIC Staff Summer Party (50% of the cost being subsidised by the Staff Welfare Board - see note 2.2 above)	€	10,000.00
4.5.	Gift for dues-paying members (mugs)	€	10,878.84
4.6.	Annual subscription "Konsument" magazine	€	61.00
4.7.	Membership cards (blank)	€	90.00
4.8.	SurveyMonkey annual fee	€	420.00
4.9.	Legal assistance dues-paying members (other than by the lawyer on a retainer)	€	2,616.00
4.10.	Legal assistance (policy review)	€	1,000.00
4.11.	Postal fee	€	5.50
4.12.	GoDaddy domain name renewal (Staff Union website)	€	132.96
			€ 32,290.62

Gift Shop Financial Report 2023		
INCOME		
1. Income from sales (credit card payments)	€	95,892.95
2. Income from sales (cash payments)	€	53,099.07
Total income	€	148,992.02
EXPENDITURE		
1. Purchases	€	116,859.09
2. Refund of VAT for purchases	-€	6,468.99
3. Staff salaries	€	41,211.00
4. Office supplies and till rolls	€	80.12
5. Bank Charges	€	525.19
6. Payone annual fee (credit and debit card payment terminal)	€	381.59
7. Paper bags	€	7,641.36
8. Charity donation (1)	€	5,617.45
9. Other expenses (2)	€	427.28
Total expenditure	€	166,274.09
Excess of income over expenditure	-€	17,282.07
Transfer of funds from the Gift Shop account to other UNSCV accounts		
Transfer to Main account (60% of 2022 profit)	€	-
Transfer to Support Fund (15% of 2022 profit)	€	-
Total transfers	€	-
Assets		
Gift Shop account balance on 31 December 2023	€	77,914.66
Items on stock (average cost method) - as per inventory end 2023	€	64,457.73
Money in hand (one employee)	€	350.00
Total Assets	€	142,722.39
Explanatory notes		
(1) Charity donations		
	Donation to the family of a deceased UNODC colleague Afghanistan - 2nd tranche*	€ 5,617.45
(2) Other expenses		
1	"epos" annual licence for the cash register	€ 197.23
2	Hospitality	€ 74.10
3	Snacks for Daughters' Day April 2023 (UNOV/UNODC share)	€ 65.50
4	UN disability inclusion network event (UNOV/UNODC share)	€ 90.45
Total other expenses		€ 427.28
* The equivalent of additional USD 6,000 (1st tranche of the donation) was donated to the same family in 2022.		

12 Audit Report 2023

UNOV STAFF COUNCIL AND GIFT SHOP

AUDIT REPORT FOR THE YEAR ENDED DECEMBER 31, 2023

I have examined the Financial Statements of the UNOV Staff Council and Gift Shop for the 12 months period ended December 31, 2023 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.

FINDINGS AND RECOMMENDATIONS 2021

Main Account

The main account still 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 (men's changing room on F09) and is therefore a liability for the Staff Council.

Still the same situation

FINDINGS AND RECOMMENDATIONS 2023

Dispo Savings Account

The deposit on the Dispo Savings account shows an amount of close to € 780.000,--.

As now the interest rates have been increased substantially (after a long period of practically no interests) I recommend to discuss with the bank the possibilities of gaining an adequate interest rate.

Gift Shop Account

The **inventory at the end of 2023** has been performed in detail with the presence of the Auditor.

In a substantial number of items on stock there are differences between the quantity of the items currently on stock according to „epos“ and the quantity according to the inventory done on 2nd January 2024. A significant number of the differences occur within the same sort of items (but mismatched to different sizes or colours).

It seems that the differences can be ascribed by the following operations:

- The storage facilities are not ideal, the items can not be clearly arranged
- The items are partially not unequivocally labelled

- In case of exchanges of goods after sale (due to wrong sizes, colours, etc.) the necessary corrections in epos were sometimes not made or not made properly.

The situation has been discussed between the Auditor, the Treasurer and the Staff Council Assistant.

In any case the start into the new business year has to be done with the actual figures according to the physical inventory. Furthermore I recommend – as I did also last year - to improve the storage of the items (storing items of same size and color at the same place, stack those items in piles of (5,10) pieces to have a better overview and facilitate the inventory as well as - to avoid mistakes - describing the content of packages clearly visible on the outside (goods, color, size, quantity, etc.)).

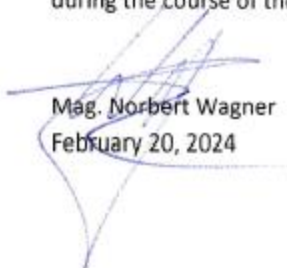
Moreover it is necessary to take ongoing care about the accurate accounting into the “epos“-system including the according corrections in case of aftersale changes of items.

CONCLUSION

The statement of assets and liabilities as at December 31, 2023, 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 € 907.190,58 (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 € 142.722,39 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 emphasize the transparent documentation for all transactions.



Mag. Norbert Wagner
February 20, 2024

Annex I

Staff Representatives and Alternates – Attendance Record

Attendance at meetings of the 1st Session of the Staff Council from 18 May 2023 to 1 April 2024				
Unit	Representative	Attendance	Alternate	Attendance
EU1 OLA (ITLD/UNCITRAL) / UNIS	BURRELL Leisa	10	CANAFONGLIA Monica	5
EU2 UNICRI / ODA	DE BRUIJN Marian	1	MAZARESE Duccio Carlo	0
EU3 OIOS / UNROD	NAHHAS Fadia	3	STURM Karin	6
EU4 OOSA / OMS / UNPA	GINDLER Patrick	9	ERUWA Lorretta	9
EU6 UNODC DPA / OED	GRELLIER Nina	4	SKIDMORE Jonathan Richard Llywelyn	0
EU6 UNODC DPA / OED	CHERIANKALAYIL Mathew	6	LIU Hexin	8
EU7 UNODC DTA	MARQUEZ Euridice	7	GEBREEGZIABHER Ashenafi	6
EU7 UNODC DTA	DALMAU VILELLA Cristina*	0	NAVARRO PEREZ DEL PULGAR Tania**	11
EU7 UNODC DTA	ESPOSITO Karin	11	VUKOTIC Stefan	7
EU7 UNODC DTA	BERTERAME, Stefano	7	BARONI Claudia	0
EU9 UNODC DO (Field Offices in Asia, Europe, and Oceania)	DE LA TORRE Esteban Felipe	5	EHALT Marion***	7
EU9 UNODC DO (Field Offices in Asia, Europe, and Oceania)	OJHA Himal	9	Vacant	-
EU10 UNOV DM (CMS)	H Aidar Samar	10	JEREMIC Nikola	4
EU10 UNOV DM (CMS)	BUDIN, Aban	9	FERRER AMICH Alfonso	9
EU10 UNOV DM (CMS)	PODGORNIK, Valter	11	JOLLY Helene	5
EU11 UNOV DM (OD / FRMS / GSS / HRMS / ITS)	JELINCIC Ana-Marija	11	MARDINI Mohamad	6
EU11 UNOV DM (OD / FRMS / GSS / HRMS / ITS)	NUSEIBEH Ibrahim	10	GRIMM Ferdinand	2
EU11 UNOV DM (OD / FRMS / GSS / HRMS / ITS)	LUTHRA Saurabh	4	COELHO Patricia	1
EU12 UNOV DM SSS	MARHALI, Asher	5	HENRY Daniela	0
EU12 UNOV DM SSS	PLANGE Lynda	9	RAMADHANI Kubiha	1
EU12 UNOV DM SSS	RUGINESCU Mihai	8	STANESCU Dan-Andrei	1
<p>There was a total of one special and ten regular meetings from 18 May 2023 to 1 April 2024.</p> <p>Staff representatives from the field were not always able to participate in the meetings because of the different time zones.</p>				
<p>* Ceased to be a member of the Union as per Art. 27.1 of the Statutes and Rules, on 31 July 2023</p> <p>** Assumed the function of <i>member</i> on 31 July 2023, the office of <i>alternate</i> is considered vacant as per Art. 27.1 of the Statutes and Rules</p> <p>*** Ceased to be a member of the Union as per Art. 27.1 of the Statutes and Rules, on 1 April 2024</p>				

Annex II

Officers of the Staff Council

Staff Council	Presiding Officer	Aban Budin
	Deputy Presiding Officer	Euridice Marquez*

* Replacing Patrick Gindler as of 23 October 2023 following his appointment as the new Treasurer of the Staff Council on 6 September 2023

Staff Committee	President	Karin Esposito
	Vice-President	Samar Haidar
	Secretary	Valter Podgornik
	Treasurer	Patrick Gindler**
	Rapporteur	Ana-Marija Jelincic

** Replacing Cristina Dalmau Vilella as of 5 September 2023 following her resignation on 31 July 2023

Polling Officers	Chairperson	Martin Dessart
		Sahar Al Tabbal
		Mohammad Naser Ali

The Polling Officers are appointed for a four-year term (October 2022 – October 2026)

Arbitration Pool		Willetta Tonette Edelsbrunner
		Merfat El-Mansi
		Tatiana Jehl
		Artem Lazarev
		Martin Reggi

The Arbitration Pool members are appointed for a five-year term (11 October 2022 – 10 October 2027)

Annex III

Representation on Joint Bodies

Joint Advisory Committee	Chairperson	Celso Faria Coracini
	Members	Karin Esposito
		Samar Haidar
		Valter Podgornik
	Alternates	Stefano Berterame
		Mohamad Mardini
		Euridice Marquez

JAC Working Group on Social Security Contract	Members	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	Gemma Norman
		Ibrahim Nuseibeh

Staff Welfare Board	Chairperson	Fakhrulla Azamov
	Members	Ferdinand Grimm
		Valter Podgornik
		Tania Navarro
		Ibrahim Nuseibeh

Staff Assistance Committee	Chairperson	Angeline Van Der Waals
	Members	Selvam Puttelaye
		Giovanna Gossage
		Sahar Al Tabbal
		Ibrahim Nuseibeh
	Alternates	Sabrina Levissianos
		Sandor Szabo
		Mohammad Naser Ali
		Valter Podgornik

Central Review Board	Members	Sylvie Bertrand
		Jose Estrella-Faria
		Angela Me
		Tofiq Murshudlu
		Francia Obregon Blasco
		Fariba Soltani
		Justice Tettey

		Alexander Vorobiev
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Central Review Committee	Members	Aygul Duysenhanova
		Mustafa Erten
		Teymuraz Gogolashvili
		Matthew Howells
		Terrence McElhaney
		Fadia Nahhas
		Silvana Tucci
		Jessica Turner

Central Review Panel	Members	Emebet Bizuneh
		Lorretta Eruwa
		Nina Grellier
		Troy Lowe Vargas
		Asja Nedeljkovic
		Ha Fung Ng
		Valter Podgornik
		Georg Rauscher

UNOV/UNODC Rebuttal Panel	Members	Giovanna Campello
		Aimee Comrie
		Lorant Czarán
		Aygul Duysenhanova

Departmental Focal Points for Women	Members	Wadih Maalouf
		Hanifa Rebbani
		Antje Reepmeyer
Alternate Departmental Focal Points for Women		Ajuma Echikwu
		Nargiza Abdulkadirova
		Wolfgang Aigner

Joint Advisory Committee on the Child Care Centre	Member	Nina Grellier
	Alternate	Fadia Nahhas

Joint Advisory Committee on Catering Services	Member	Lorretta Eruwa
	Alternates	Nikola Jeremic
		Ibrahim Nuseibeh

Joint Commissary Advisory Committee	Members	Ferdinand Grimm
		Saurabh Luthra
	Alternates	Monica Canafoglia
		Valter Podgornik

Joint Advisory Committee on the VIC Garage	Chairperson	Ferdinand Grimm
	Member	Ibrahim Nuseibeh
	Alternate	Jorge Rios

VIC Recreation Committee	Members	Viviana Ramirez Venegas
		Vacant

Inter-Agency Games Organising Committee	Members	Mohamad Mardini
		Shadi Al Abani

Members of Subsidiary Bodies of the Staff Union

Gift Shop Standing Committee	Chairperson	Patrick Gindler
	Members	Ibrahim Nuseibeh
		Valter Podgornik

Support Fund for the Representation of UN Colleagues	Members of the Staff Committee
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Staff Council Members in 2023-2024 SMC Mechanisms

3x3 Contact Group	Karin Esposito
SMC Working Group on Administration of Justice	Karin Esposito (Co-Chair)
	Samar Haidar
SMC Working Group on Staff Selection and Mobility	Karin Esposito (Co-Chair)
SMC Working Group on GS Career Prospects	Valter Podgornik
SMC Working Group on Performance Management	Karin Esposito (Focal Point)
SMC Gender Focal Point Group	Karin Esposito
Focal Point for Recognition and Rewards Framework	Karin Esposito

Staff Council Members Serving on Behalf of UNISERV

ICSC Working Group on the Standards of Conduct for the International Civil Service	Karin Esposito
ICSC Working Group on HR Framework	Karin Esposito
ICSC Working Groups 1 and 2 on the Review of the Compensation Package	Karin Esposito
HLCM Special Dialogue on Value-Based Data Management and Analytics	Karin Esposito (observer status)
HLCM cross-functional Task Force on the use of AI in the UN system	Samar Haidar (observer status)

Annex IV

Abbreviations

ACABQ	Advisory Committee on Administrative and Budgetary Questions
ACPAQ	Advisory Committee on Post Adjustment Questions
AI	Artificial intelligence
ASG	Assistant Secretary-General
CAC	Commissary Advisory Committee
CCS	Committee on Common Services
CRB	Central Review Body
DGACM	Department for General Assembly and Conference Management
DoA	Delegation of Authority
FICSA	Federation of International Civil Servants' Associations
FWA	Flexible Working Arrangements
GA	General Assembly
GGST	Global General Service Test
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 Organisation
ISAU-UNESCO	International Staff Association of UNESCO
JAC	Joint Advisory Committee
JAC-CCC	Joint Advisory Committee on the Child Care Centre
JACG	Joint Advisory Committee on the VIC Garage

JIU	Joint Inspection Unit
MAES	Management Advice and Evaluation Section
MEU	Management Evaluation Unit
NO	National Officer
OHR	Office of Human Resources
OICT	Office of Information and Communications Technology
OIOS	Office of Internal Oversight Services
OLA	Office of Legal Affairs
OSH	Occupational Safety and Health
OSLA	Office of Staff Legal Assistance
P	Professional and higher category
PAM	Post adjustment multiplier
PAI	Post adjustment index
PM	Performance management
SSC	Selection Subcommittee (of the Commissary Advisory Committee)
SMC	Staff-Management Committee
SWB	Staff Welfare Board
UNAT	UN Appeals Tribunal
UNDT	UN Dispute Tribunal
UNFSU	UN Field Staff Union
UNISERV	United Nations International Civil Servants' Federation
UNJSPF	United Nations Joint Staff Pension Fund
VBOs	Vienna-based Organisations
VIC	Vienna International Centre
VICREC	Vienna International Centre Recreation Committee
VISAC	Vienna International Staff Associations Committee