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PERSONNEL MATTERS

Report by the Director-General

Provides information on the composition of staff and on developments in the common system, consequent amendments to schedules and annexes to the staff regulations and amendments to the staff rules. Invites the Board to recommend members and alternate members of the Staff Pension Committee. Informs the Board of the framework for accountability for the United Nations field security management system.

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For reasons of economy, this document has been printed in a limited number. Delegates are kindly requested to bring their copies of documents to meetings.

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I. COMPOSITION OF STAFF IN THE PROFESSIONAL AND HIGHER CATEGORIES

1. Figures 1 to 6 provide information on staff in the Professional and higher categories, including internationally recruited project personnel as of 31 May 2001, prior to the promulgation of the Human Resource Management Framework in June 2001, and 31 May 2003. Additional information on the composition of the Secretariat is contained in appendix L to the Annual Report 2002.

2. Figures 1, 2A and 2B show an increase in staff from Africa as well as Asia and the Pacific. Slight decreases of one percentage point each are observed for the staffing from Latin America and the Caribbean and Eastern Europe and NIS. The overall level of staff from Western Europe and Others has remained constant, while the level of staff from non-member States has decreased.

3. As shown in figure 3, the representation in senior positions (P-5 and above) has increased as far as Africa, Latin America and the Caribbean and Western Europe and Others are concerned, while small decreases can be

observed in the representation of Asia and the Pacific, Eastern Europe and NIS and non-member States.

4. Figure 4 shows an increase in the female Professional staff from the African and Asia and the Pacific regions as well as Eastern Europe and NIS States. The decrease in female Professional staff from Western Europe and Others is due to (ten) separations from service resulting from natural attrition.

5. Figure 5 shows the gender and regional distribution of regular Professional appointments from May 2001 to May 2003. A total of 15 females and 21 males were appointed. The highest number of appointments of female Professionals were from Asia and the Pacific, while the Western Europe and Others accounted for the highest number of males appointed.

6. Figures 6A and 6B provide a comparison relating to the internationally recruited consultants as of 31 May 2001 and 31 May 2003. As will be noted, on 31 May 2003 the share of Western Europe and Others was the highest (62 per cent). Increases can be observed in connection with Asia and the Pacific and non-member States and decreases in relation to the shares of the other regions.

Figure 1
Comparison of Professional-level staff at Headquarters
and field offices, by region
(Percentage)

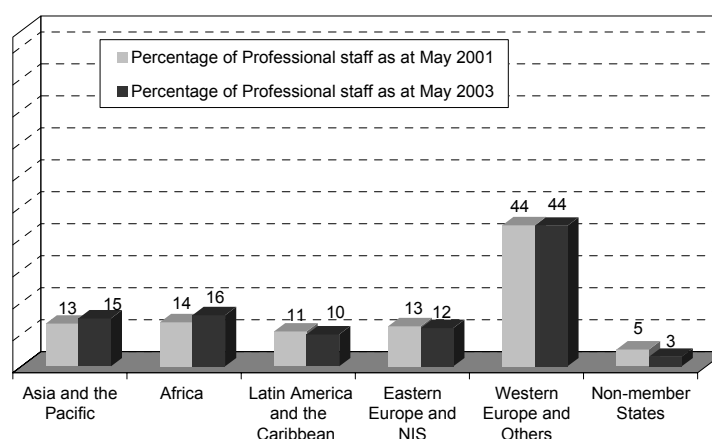


Figure 2A
Professional-level staff at Headquarters and field offices, by region
As at 31 May 2003

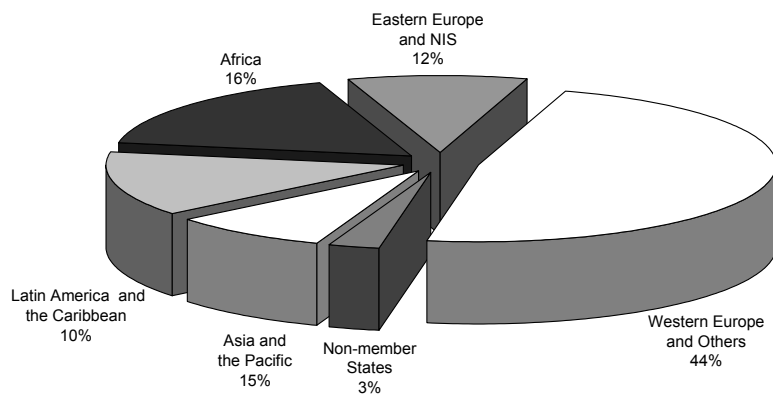


Figure 2B
Professional-level staff at Headquarters and field offices, by region
As at 1 May 2001

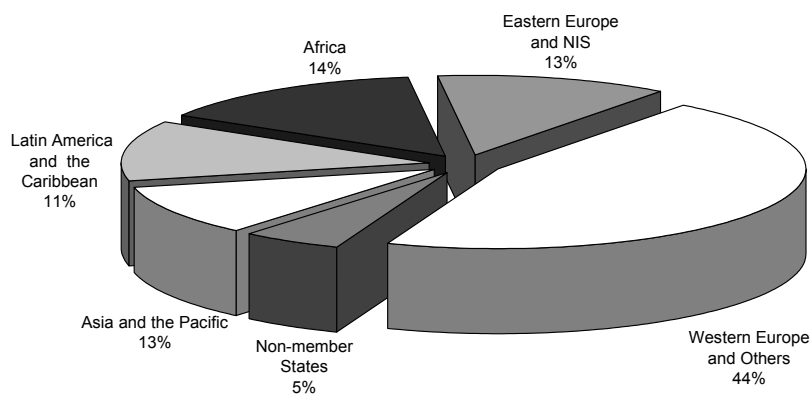


Figure 3
Comparison of senior Professional-level staff at Headquarters and field offices, by region
(Percentage)

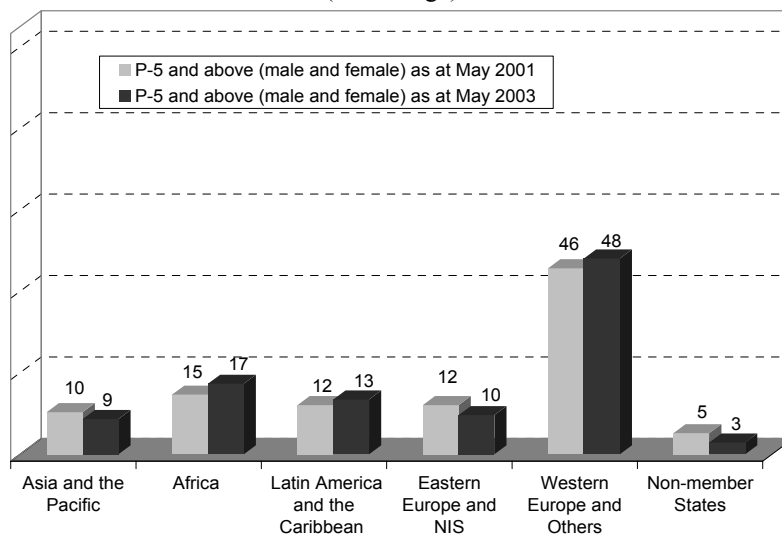


Figure 4
Comparison of female Professional-level staff at Headquarters and field offices, by region
(Percentage)

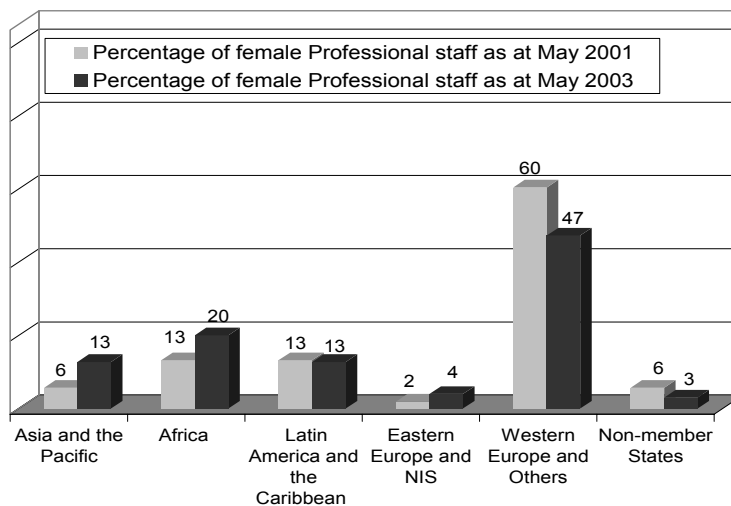


Figure 5
Number of regular appointments, May 2001 to May 2003

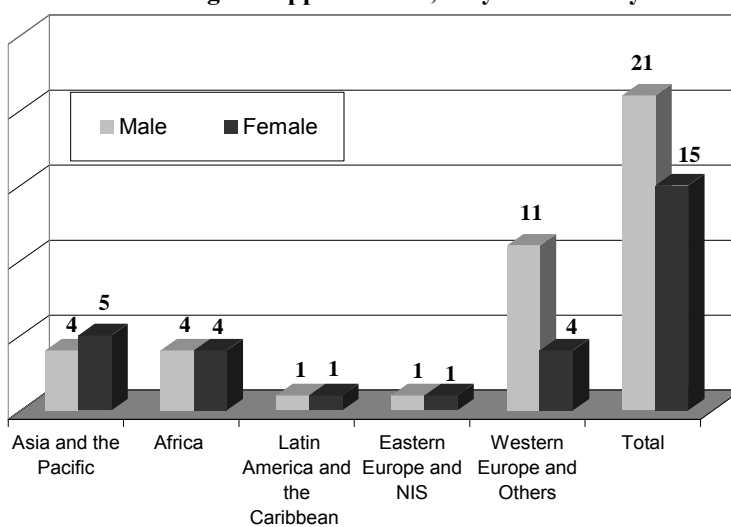


Figure 6A
International consultants on board, by region
As at 31 May 2001

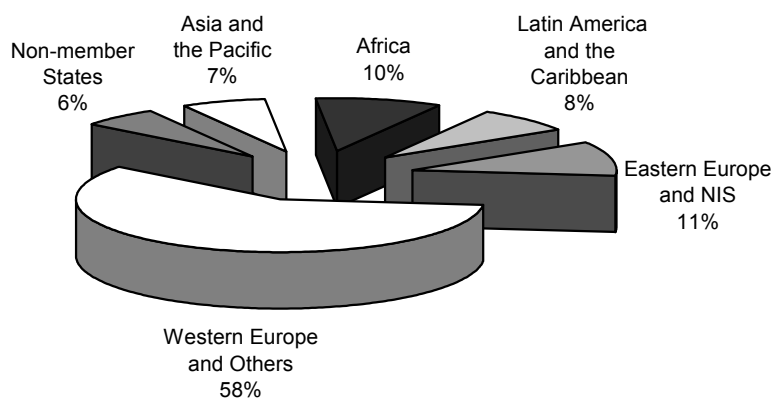
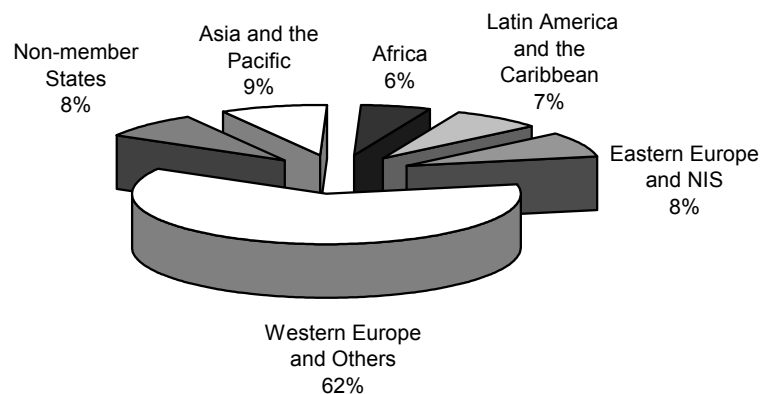


Figure 6B
International consultants on board, by region
 As at 31 May 2003



II. COMMON SYSTEM DEVELOPMENTS

7. At its fifty-seventh session the General Assembly adopted resolution 57/285 on the United Nations common system. It considered the report of the International Civil Service Commission (ICSC) for 2002 and a related statement of the Secretary-General of the United Nations. In considering the item, the Assembly reaffirmed its commitment to a single, unified United Nations common system as the cornerstone for the regulation and coordination of the conditions of service. Furthermore, the Assembly expressed its conviction that the common system constitutes the best instrument to secure staff of the highest standards of efficiency, competence and integrity for the international civil service as stipulated in the Charter of the United Nations.

8. As provided in Article 11.5 of the UNIDO Constitution, "The conditions of service of staff shall conform as far as possible to those of the United Nations common system". In accordance with that principle, staff regulation 13.3 provides that the Director-General is authorized, within the budgetary level approved by the General Conference, to make appropriate amendments to the schedules and annexes to the staff regulations so as to bring them into conformity with any relevant decisions that may be taken by the General Assembly of the United Nations on the recommendation of the ICSC.

Salary scales for the Professional and higher categories—amendment to schedule I of the staff regulations

9. The base/floor salary scale for the Professional and higher categories was introduced by the General

Assembly in section I.H of its resolution 44/198 of 21 December 1989. The scale is set by reference to the general schedule salary scale of the comparator civil service (the federal civil service of the United States of America) in Washington, D.C. Periodic adjustments are made to the scale on the basis of a comparison of net base salaries of United Nations officials with the corresponding salaries of their counterparts in the comparator civil service.

10. Under a standing mandate from the General Assembly, ICSC reviews the relationship between the net remuneration of United Nations staff in New York and that of United States federal civil service employees in comparable positions in Washington, D.C. The relationship of the respective remuneration levels has been termed as the "margin". The General Assembly, on a number of occasions has reaffirmed that the range of 110 to 120, with a desirable midpoint of 115, for the margin between the net remuneration of United Nations officials and officials of the comparator, should continue to apply, on the understanding that the margin would be maintained at a level around the desirable midpoint of 115. The overall net remuneration margin for 2002 was estimated at 109.3. In addition, different margin levels were observed for different grades, e.g. for grades P-2 and P-3 the margin for 2002 was 114.9 and 115 respectively. The margin was well below the midpoint of 115 for the senior Professional levels ranging from 109.2 for P-4, 107.8 for P-5 to 101.2 for D-1 and 104.2 for D-2.

11. In order to address the overall low margin level and, in particular, the imbalance at the upper grades, the General Assembly approved with effect from 1 January 2003 a revised base/floor salary scale for staff in the Professional and higher categories. The scale reflects differentiated real increases which bring grades P-4 to

D-2 up to the margin level of 111 and the overall margin to 112.2.

12. The revised scale also entails an increase in both the mobility and hardship allowances and the repatriation grant, paid to eligible staff; the net base salary scale is used to determine these payments.

13. The revised scale is contained in annex I to the present document.

Annex II to the staff regulations—amounts of education grant and special education grant

14. Based on the approved methodology for the determination of the levels of the education grant and following a study containing expenditure data for the academic year 2000/2001, the General Assembly approved the recommendation of ICSC to increase the maximum reimbursement levels in seven countries or currency areas, as well as other adjustments to the management of the reimbursement of expenses under the education grant as contained in paragraph 141 and annex V of the ICSC report (A/57/30). The currency areas where increases were approved are as follows: Austria (euro), Switzerland (Swiss franc), Spain (euro), United Kingdom (pound sterling), Italy (euro), United States dollar inside the United States of America and United States dollar outside the United States of America. The relevant amendments to annex II to the staff regulations are shown in annex II to the present document. Deletions are contained in square brackets and amendments are underlined.

Review of the pay and benefits system

15. As reported in document IDB.24/13, ICSC mandated by the General Assembly is undertaking a review of the pay and benefits system of the United Nations common system organizations. The ICSC, based on an agreed set of priorities and time frame for the review that extends to 2006, has achieved concrete progress in its review of related items such as the development of a new job evaluation system. UNIDO together with other organizations participated in the validation of the proposed system. The General Assembly took note of the ICSC report on this item and provided guidance for the continuation of the Commission's work in this area.

III. MATTERS RELATED TO THE STAFF RULES

Professional scales

16. In accordance with Article 54 (b) of the regulations of the United Nations Joint Staff Pension Fund, the scale of pensionable remuneration for the

Professional and higher categories must be adjusted on the same date and by the same percentage as the net remuneration of officials serving in New York. In accordance with this provision, ICSC promulgated revised scales of pensionable remuneration effective 1 November 2002 and 1 January 2003. These were promulgated in appendix C to the staff rules and are contained in annex III to the present document.

Local salaries

17. **Appendix A to the staff rules.** In accordance with the Flemming principle, General Service staff shall have pay and other conditions of employment that match the best on offer at the duty station. The principle was first stated in 1949 by a body of experts on pay established by the United Nations General Assembly. It is the cornerstone of the methodology followed by ICSC for the conduct of local salary surveys. Based upon the Flemming principle, staff regulation 6.5 (a) provides that "The Director-General shall fix the salary scales for staff in the General Service and related categories, normally on the basis of the best prevailing conditions of employment in the locality, taking into account the recommendations of the International Civil Service Commission." According to the approved ICSC methodology, which takes account of changes in the consumer price and wages indices over a period of 12 months, and in consultation with the other Vienna-based organizations, the Director-General implemented effective 1 April 2003 an interim adjustment of the salary scales for General Service staff of 1.78 per cent. The revised scale is contained in annex IV to the present document.

18. **Appendix A to the staff rules (continued)—dependency allowance for children of staff in the General Service category.** Staff regulation 6.9 (b) stipulates that "Staff in the General Service and related categories shall be entitled to receive dependency allowances at rates and under conditions determined by the Director-General, due regard being given to the circumstances in the locality." Following the changes to the Austrian children's allowance (*Familienbeihilfe*) and the relevant tax credit (*Kinderabsetzbetrag*) with effect from 1 January 2003, and in coordination with the other Vienna-based organizations, 12 brackets (previously 9) of children's dependency allowance for staff in the General Service category were introduced effective 1 January 2003. The revised annual rates of the dependency allowances are contained in annex V to the present document. Any government grant received by eligible staff on behalf of a child is deducted from the staff member's emoluments.

19. **Appendix E to the staff rules.** Appendix E to the staff rules, showing the revised amounts for education grant as reported above, is contained in annex VI to the present document. Deletions are contained in square brackets and amendments are underlined.

Financial implications

20. The financial implications of the adjustments reported in relation to the remuneration elements of the Professional and higher categories amount to €977,000 for the remainder of the biennium 2002-2003. The adjustments reported in relation to the remuneration elements of the General Service category amount to €174,000 for the remainder of the biennium. The additional costs are being absorbed within the budgetary level approved by Member States by continuously maintaining a high vacancy rate.

Human Resource Management Framework—Promulgation of second phase

21. Human resource management is key to the success of the Organization. With the view to achieving a comprehensive human resource management programme and to streamlining procedures, a Human Resource Management Framework was promulgated in June 2001, as reported in document IDB.26/11. The first phase of the Framework focused on providing employment stability and contained streamlined procedures for the engagement of staff through recruitment, selection and placement. The second phase addresses career growth, merit recognition and rewards horizontal staff development and growth. The second phase was promulgated in January 2003 and is contained in Director-General's Administrative Instruction No. 16.

22. The aim of the second phase is to promote and support a performance management that recognizes and rewards contribution and merit through specific measures. This is in line with one of the underlying principles for the review of the pay and benefits system referred to above, i.e. to de-emphasize seniority and to introduce rewards, and eventually to determine pay levels, based on the contribution made by individuals and teams. The measures contained in the second phase of the Framework constitute steps in that direction and require the concerted efforts of all concerned parties.

IV. REPRESENTATION OF THE UNIDO GOVERNING BODY ON THE UNIDO STAFF PENSION COMMITTEE

23. The UNIDO Staff Pension Committee established by the General Conference (GC.1/Dec.37) held ten meetings during the period from 1 January 2002 to 31 May 2003.

24. The representatives of the General Conference appointed by decisions GC.9/Dec.19 and IDB.26/Dec.9, presently holding office for the period ending on 31 December 2003 are:

Members:

Mr. Cédric Janssens de Bisthoven (Belgium)
Mr. Mlulami M. L. Singaphi (South Africa)

Alternate Members:

Mrs. Vesna Vukovic (Croatia)
Mr. Tanmaya Lal (India)

25. The General Conference at its tenth session will be invited to elect two members and two alternate members as its representatives for the following two-year term ending December 2005. In considering its recommendation of candidates to the Conference, the Board—in the interest of continuity—may wish to recommend at least one person who has served previously on the Committee.

V. INTER-ORGANIZATIONAL SECURITY MEASURES: FRAMEWORK FOR ACCOUNTABILITY FOR THE UNITED NATIONS FIELD SECURITY MANAGEMENT SYSTEM

26. UNIDO, like other specialized agencies of the United Nations system, participates in the field security management system which addresses staff security. The system is coordinated centrally by the United Nations Security Coordinator in New York and operates under the guidance of the Secretary-General and the General Assembly. The goal of the United Nations field security management system is to enable the effective and efficient conduct of United Nations activities while ensuring the security and safety of staff as a high priority.

27. In section VIII of resolution 56/255 of 24 December 2001 the General Assembly noted with concern the lack of an accountability mechanism at the level of the United Nations common system in the area of field security and requested the Secretary-General to submit to the Assembly a comprehensive report on the establishment of a clear mechanism of accountability, including such provisions as its scope, depth and common standards and methods of enforcing them in an inter-agency structure.

28. The report of the Secretary-General on a framework for accountability for the United Nations field security management system (A/57/365) was presented to the General Assembly. The Assembly took note of the report and concurred with related recommendations by the Advisory Committee on Administrative and Budgetary Questions (decision 57/567). The United Nations Security Coordinator informed UNIDO that the General Assembly requested the Secretary-General to transmit the report to the Executive Heads of the specialized agencies so that it

may be made available to the legislative bodies of these specialized agencies. In line with that request, copies of the report will be distributed to the Board at its twenty-seventh session.

29. In accordance with the mechanisms identified to implement accountability, UNIDO has developed an organization-specific policy statement. It is expected that the policy statement will be formally adopted in the near future.

VI. ACTION REQUIRED OF THE BOARD

30. The Board may wish to consider the adoption of the following draft decision:

“The Industrial Development Board;

“(a) Takes note of the information contained in document IDB.27/16;

“(b) Notes the amendments made in pursuance of staff regulation 13.3 to schedule I and annex II of the staff regulations in order to bring them into conformity with the decision of the General Assembly set out in resolution 57/285;

“(c) Further notes the amendments to appendices A, C and E to the staff rules;

“(d) Recommends to the General Conference the following candidates for the election of two members and two alternate members of the UNIDO Staff Pension Committee for the biennium 2004-2005:

Members:

..... (country)

..... (country)

Alternate Members:

..... (country)

..... (country).”

Annex I

SCHEDULE I

**SALARY SCALES FOR THE PROFESSIONAL AND HIGHER CATEGORIES SHOWING ANNUAL GROSS SALARIES
AND THE NET EQUIVALENTS AFTER APPLICATION OF STAFF ASSESSMENT
(In United States dollars)**

Effective 1 January 2003

		S T E P S														
LEVEL		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
Director																
D-2	Gross	139 050	142 085	145 119	148 154	151 189	154 223									
	Net D	96 411	98 292	100 174	102 055	103 937	105 818									
	Net S	88 571	90 159	91 741	93 318	94 890	96 456									
Principal Officer																
D-1	Gross	126 713	129 377	132 041	134 705	137 369	140 033	142 697	145 361	148 024						
	Net D	88 762	90 414	92 065	93 717	95 369	97 020	98 672	100 324	101 975						
	Net S	82 045	83 481	84 913	86 342	87 768	89 190	90 609	92 025	93 437						
Senior Officer																
P-5	Gross	104 102	106 369	108 635	110 901	113 168	115 434	117 701	119 967	122 234	124 500	126 766	129 033	131 299		
	Net D	74 743	76 149	77 554	78 959	80 364	81 769	83 174	84 580	85 985	87 390	88 795	90 200	91 606		
	Net S	69 437	70 685	71 930	73 174	74 416	75 655	76 892	78 127	79 360	80 591	81 820	83 046	84 271		
First Officer																
P-4	Gross	84 435	86 489	88 544	90 637	92 824	95 011	97 198	99 385	101 572	103 759	105 946	108 133	110 320	112 507	114 694
	Net D	62 327	63 683	65 039	66 395	67 751	69 107	70 463	71 819	73 175	74 530	75 886	77 242	78 598	79 954	81 310
	Net S	58 041	59 276	60 509	61 740	62 971	64 200	65 429	66 656	67 881	69 106	70 329	71 551	72 772	73 992	75 211
Second Officer																
P-3	Gross	68 306	70 208	72 112	74 011	75 915	77 815	79 715	81 620	83 523	85 423	87 326	89 226	91 202	93 226	95 250
	Net D	51 682	52 937	54 194	55 447	56 704	57 958	59 212	60 469	61 725	62 979	64 235	65 489	66 745	68 000	69 255
	Net S	48 242	49 396	50 553	51 706	52 862	54 015	55 169	56 324	57 477	58 632	59 782	60 933	62 083	63 233	64 384
Associate Officer																
P-2	Gross	55 346	56 907	58 465	60 027	61 729	63 429	65 130	66 829	68 532	70 233	71 932	73 636			
	Net D	42 849	43 973	45 095	46 218	47 341	48 463	49 586	50 707	51 831	52 954	54 075	55 200			
	Net S	40 191	41 210	42 226	43 244	44 260	45 279	46 313	47 344	48 379	49 412	50 444	51 479			
Assistant Officer																
P-1	Gross	42 944	44 444	45 942	47 442	48 939	50 438	51 938	53 436	54 932	56 432					
	Net D	33 920	35 000	36 078	37 158	38 236	39 315	40 395	41 474	42 551	43 631					
	Net S	31 997	32 992	33 986	34 980	35 974	36 967	37 962	38 944	39 921	40 899					

D = Rate applicable to staff members with a dependent spouse or child.

S = Rate applicable to staff members with no dependent spouse or child.

Annex II**ANNEX II TO THE STAFF REGULATIONS****AMOUNTS OF EDUCATION GRANT AND SPECIAL EDUCATION GRANT**Regulation 6.10 (a)

The amount of the grant for each child per scholastic year shall be 75 per cent of the first US\$ [13,000] 14,820 (US\$ [23,445] 25,743 for attendance at an educational institution in the United States of America) of admissible educational expenses, up to a maximum grant of US\$ [9,750] 11,115 (US\$ [17,584] 19,307 in the United States). For staff serving at duty stations where educational facilities are not available or are deemed inadequate, as determined by the International Civil Service Commission, the amount of the grant in respect of primary and secondary education shall be 100 per cent of boarding costs up to US\$ [5,060] 5,235 (US\$ [6,875] 7,113 in the United States) plus 75 per cent of admissible costs of attendance up to US\$ [13,000] 14,820 (US\$ [23,445] 25,743 in the United States) per year, with a maximum grant of US\$ [14,810] 16,350 (US\$ [24,459] 26,420 in the United States) per year. However, in areas where the above-mentioned expenses are incurred in specific currencies, the maximum amounts of admissible expenses expressed in these currencies shall be those set by the International Civil Service Commission.

Regulation 6.10 (b)

The amount of the grant for each disabled child per year shall be the equivalent of the educational expenses actually incurred, up to a maximum of US\$ [13,000] 14,820 (US\$ [23,445] 25,743 in the United States). However, in areas where the above-mentioned expenses are incurred in specific currencies, the maximum amounts of admissible expenses expressed in these currencies shall be those set by the International Civil Service Commission.

Annex III

Appendix C

SCALE OF PENSIONABLE REMUNERATION FOR THE PROFESSIONAL AND HIGHER CATEGORIES
(For purposes of pension benefits and pension contributions)
(In United States dollars)

Effective 1 November 2002

S T E P S															
LEVEL	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
D-2	162 544	166 239	169 932	173 623	177 316	181 009									
D-1	143 963	146 915	149 866	152 813	155 766	158 864	162 028	165 191	168 349						
P-5	127 411	130 081	132 751	135 423	138 094	140 762	143 433	146 106	148 773	151 444	154 115	156 792	159 654		
P-4	105 340	107 947	110 549	113 151	115 759	118 361	120 965	123 571	126 174	128 776	131 378	133 990	136 591	139 195	141 801
P-3	87 673	89 912	92 150	94 384	96 625	98 861	101 098	103 340	105 682	108 130	110 575	113 021	115 468	117 913	120 361
P-2	71 927	73 932	75 931	77 933	79 934	81 936	83 937	85 935	87 940	89 941	91 941	93 944			
P-1	56 008	57 937	59 858	61 781	63 706	65 627	67 554	69 475	71 398	73 322					

Annex III (continued)

APPENDIX C

**SCALE OF PENSIONABLE REMUNERATION FOR THE PROFESSIONAL AND HIGHER CATEGORIES
(For purposes of pension benefits and pension contributions)**

(In United States dollars)

Effective 1 January 2003

S T E P S															
LEVEL	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
D-2	172 784	176 712	180 638	184 561	188 487	192 413									
D-1	157 049	160 270	163 489	166 704	169 925	173 305	176 756	180 207	183 652						
P-5	130 683	133 422	136 160	138 901	141 640	144 377	147 116	149 858	152 594	155 333	158 073	160 818	163 754		
P-4	106 673	109 313	111 948	114 583	117 224	119 859	122 496	125 135	127 771	130 406	133 041	135 686	138 320	140 957	143 596
P-3	87 673	89 912	92 150	94 384	96 625	98 861	101 098	103 340	105 682	108 130	110 575	113 021	115 468	117 913	120 361
P-2	71 927	73 932	75 931	77 933	79 934	81 936	83 937	85 935	87 940	89 941	91 941	93 944			
P-1	56 008	57 937	59 858	61 781	63 706	65 627	67 554	69 475	71 398	73 322					

Annex IV

APPENDIX A

**SALARY SCALES FOR GENERAL SERVICE AND RELATED CATEGORIES SHOWING ANNUAL GROSS,
GROSS PENSIONABLE AND NET SALARY AFTER APPLICATION OF STAFF ASSESSMENT
(In euros)**

Effective 1 April 2003

		S T E P S											
LEVEL		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII*
G-1	Gross	23 805	24 601	25 397	26 194	26 990	27 786	28 582	29 378	30 174	30 970	31 766	32 562
	Gross pens.	23 695	24 454	25 211	25 969	26 726	27 485	28 242	29 000	29 757	30 515	31 273	32 030
	Net	19 194	19 807	20 420	21 033	21 646	22 259	22 872	23 485	24 098	24 711	25 324	25 937
G-2	Gross	27 717	28 640	29 564	30 487	31 410	32 334	33 257	34 181	35 104	36 027	36 951	37 874
	Gross pens.	27 415	28 293	29 169	30 046	30 924	31 800	32 677	33 589	34 513	35 435	36 358	37 280
	Net	22 206	22 917	23 628	24 339	25 050	25 761	26 472	27 183	27 894	28 605	29 316	30 027
G-3	Gross	32 244	33 313	34 382	35 451	36 519	37 588	38 657	39 726	40 795	41 864	42 932	44 034
	Gross pens.	31 719	32 734	33 795	34 863	35 930	36 999	38 067	39 135	40 203	41 271	42 339	43 407
	Net	25 692	26 515	27 338	28 161	28 984	29 807	30 630	31 453	32 276	33 099	33 922	34 745
G-4	Gross	37 484	38 721	39 957	41 194	42 430	43 685	44 972	46 258	47 545	48 831	50 118	51 404
	Gross pens.	36 898	38 134	39 371	40 606	41 842	43 078	44 314	45 550	46 785	48 022	49 257	50 493
	Net	29 727	30 679	31 631	32 583	33 535	34 487	35 439	36 391	37 343	38 295	39 247	40 199
G-5	Gross	43 558	45 046	46 534	48 022	49 509	50 997	52 485	53 973	55 461	56 949	58 436	59 924
	Gross pens.	42 959	44 388	45 816	47 245	48 674	50 103	51 532	52 961	54 390	55 819	57 248	58 677
	Net	34 393	35 494	36 595	37 696	38 797	39 898	40 999	42 100	43 201	44 302	45 403	46 504
G-6	Gross	50 855	52 576	54 296	56 016	57 736	59 457	61 177	62 897	64 618	66 449	68 294	70 139
	Gross pens.	49 971	51 625	53 279	54 932	56 586	58 240	59 892	61 546	63 200	64 853	66 538	68 259
	Net	39 793	41 066	42 339	43 612	44 885	46 158	47 431	48 704	49 977	51 250	52 523	53 796
G-7	Gross	59 299	61 291	63 282	65 309	67 445	69 581	71 717	73 854	75 990	78 126	80 262	82 399
	Gross pens.	58 086	60 000	61 914	63 828	65 742	67 733	69 724	71 716	73 708	75 699	77 691	79 683
	Net	46 041	47 515	48 989	50 463	51 937	53 411	54 885	56 359	57 833	59 307	60 781	62 255

* Long-service step.

Annex V

Appendix A (continued)

New dependency allowances:

Dependent child	Euros net per annum		
	1st child	2nd child	3rd and each additional child
Under 3	2,248	2,402	2,554
3 and over	2,335	2,489	2,641
10 and over	2,554	2,708	2,860
19 and over	2,864	3,018	3,170

Previous rates of dependency allowances:

Dependent child	Euros net per annum		
	1st child	2nd child	3rd and each additional child
Under 10	2,247	2,401	2,554
10 and over	2,466	2,619	2,772
19 and over	2,777	2,930	3,083

Annex VI

APPENDIX E

EDUCATION GRANT

Definitions No change

Payment of the grant

(b) The education grant provided for under staff regulation 6.10(a) shall be payable in respect of each child as set out below. However, for expenses incurred in specific currencies as determined by the International Civil Service Commission, the maximum amounts mentioned in all paragraphs below shall be established in those currencies. This includes the US dollar amount for attendance at an educational institution in the United States of America.

(i) In the case of attendance at an educational institution outside the duty station, the amount of the grant shall be:

(A) Where the institution provides board (food and lodging) for the child, 75 per cent of the cost of attendance and board up to US\$ [13,000] 14,820 per year (US\$ [23,445] 25,743 in the United States), with a maximum grant of US\$ [9,750] 11,115 (US\$ [17,584] 19,307 in the United States) a year;

(B) Where the institution does not provide board, US\$ [3,373] 3,490 (US\$ [4,583] 4,742 in the United States) plus 75 per cent of the cost of attendance up to US\$ [8,503] 10,167 (US\$ [17,334] 19,420 in the United States) per year, with a maximum grant of US\$ [9,750] 11,115 (US\$ [17,584] 19,307 in the United States) a year.

(ii) In the case of attendance at an educational institution at the duty station:

(A) The amount of the grant shall be 75 per cent of the cost of attendance, up to US\$ [13,000] 14,820 (US\$ [23,445] 25,743 in the United States) per year, with a maximum grant of US\$ [9,750] 11,115 (US\$ [17,584] 19,307 in the United States) a year;

(B) Where such an educational institution is located beyond commuting distance from the area where the staff member is serving and, in the opinion of the Director-General, no suitable educational facilities exist in that area, the amount of the grant shall be calculated at the same rates as specified in subparagraph (i) above.

(iii) No change

(iv) For staff members serving at duty stations where educational facilities are not available or are deemed inadequate, as determined by the International Civil Service Commission, the amount of the grant in respect of primary and secondary education shall be 100 per cent of boarding costs up to US\$ [5,060] 5,235 (US\$ [6,875] 7,113 in the United States) plus 75 per cent of the admissible costs of attendance up to US\$ [13,000] 14,820 (US\$ [23,445] 25,743 in the United States) per year, with a maximum grant of US\$ [14,810] 16,350 (US\$ [24,459] 26,420 in the United States) a year.

(c) No change

(d) No change

(e) No change

(f) No change

(g) No change

Tuition of the mother tongue

(h) An education grant may be provided to a staff member serving in a country with a national language different from his or her mother tongue who is obliged to pay tuition for the teaching of the mother tongue to a dependent child attending a local school in which the instruction is given in a language other than his or her own. The Director-General will decide in each case whether the education grant shall be paid for the tuition of the mother tongue. The maximum reimbursable amounts for teaching of the mother tongue within the overall maximum of US\$ [9,750] 11,115 (US\$ [17,584] 19,307 in the United States) will be published and updated regularly.

Advances against the education grant

- (i) No change

Travel

- (j) No change
(k) No change

Claims

- (l) No change

Special education grant for disabled children

- (m) No change

(n) The amount of the grant shall be 100 per cent of the admissible educational expenses actually incurred up to a maximum grant of US\$ [13,000] 14,820 (US\$ [23,445] 25,743 in the United States) per year. If the disabled child is eligible for the regular education grant, the claim shall be made in the first instance against the regular education grant, and reimbursement under the special education grant will be made only in respect of educational expenses incurred for the necessary special teaching or training. The combined total amount payable under the two types of grant shall not exceed US\$ [13,000] 14,820 (US\$ [23,445] 25,743 in the United States) per year. "Educational expenses" reimbursable under the special education grant shall consist of the expenses incurred to provide an educational programme designed to meet the needs of the disabled child in order that he or she may attain the highest possible level of functional ability. Other costs or fees directly related to the educational programme that are not optional or related to an extracurricular activity may be included in the educational expenses, but not school supplies, uniforms, insurance, donations and contributions or similar charges. If full board (accommodation and meals) is provided for a disabled child attending an educational institution at the duty station, the boarding expenses shall not be reimbursable unless it is medically certified that the full-time boarding in the institution is an integral part of the educational programme. Expenses for equipment shall also be reimbursed, if not otherwise covered under health insurance, up to a maximum of US\$ 1,000 per year within the overall maximum of US\$ [13,000] 14,820 (US\$ [23,445] 25,743 in the United States) per year.

- (o) No change
(p) No change
(q) No change
(r) No change

Currency of reimbursement

- (s) No change