

**COMPREHENSIVE REVIEW OF
THE P+ COMPENSATION
PACKAGE**

Briefing by Yuri Orlov, OIC/ICSC secretariat
77th FICSA Council, Bern, 25 February 2024

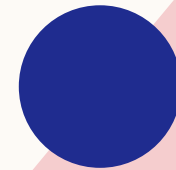
OVERVIEW

General Assembly Requests

Feedback from stakeholders

Proposed outline of the review

- **Scope**
- **Parameters**
- **Proposed timeline**



A/RES/76/240 (Dec 2021)

A/RES/77/256 (Dec 2022)

GENERAL ASSEMBLY REQUESTS

Starting on a 5-year cycle, with the previously agreed objectives as well as the context both in MS and in UN common system taken into consideration;

The Assembly's concerns to be taken fully into account and keeping the Assembly abreast of the entire process;

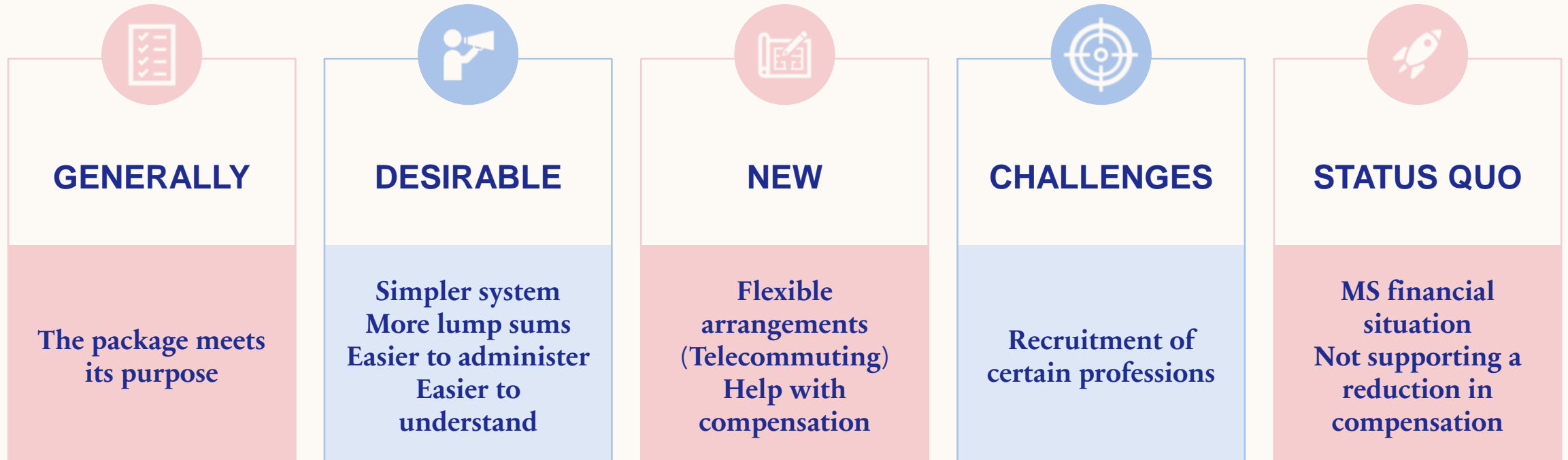
A detailed analysis on the cost-effectiveness and attractiveness of the compensation package to be included; and

A detailed outline to be provided to the General Assembly, with the structure, parameters and timelines at its 87th session (in 2023)



**FEEDBACK FROM
STAKEHOLDERS**

CONSULTATION WITH EXECUTIVE HEADS

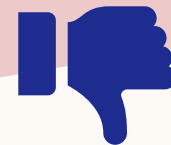


OPINION SURVEY OF HR DIRECTORS (1)



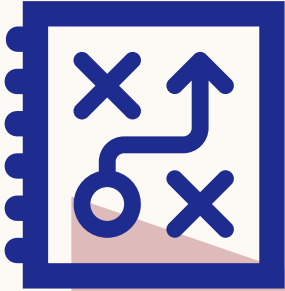
Rationale of each element
valid
No overlap with each
catering specific purpose
Logical and fit-for-purpose

Focus on improving
administrative efficiency
No erosion of the package
Financial implications of
updating ERP



Benefit from fine tuning in
some areas...

OPINION SURVEY OF HR DIRECTORS (2)



Fine tuning...

**Simplicity
including
lump-sum
options**

**More family
friendly**

**New
generation
workforce
in mind**

**Competitive
in certain
markets of
professions**

**Reward high
performance**

**Work away
from d/s**

OPINION SURVEY OF STAFF FEDERATIONS (1)

**Information
campaign desired**

**Inconsistency in
implementation
of benefits and/or
interpretation of
eligibilities**

**Work-life balance
valued
particularly by
the younger
generation**

**Dual-career
household focus**

OPINION SURVEY OF STAFF FEDERATIONS (2)

**Reflect economic
conditions**

**Monitor the quality
of candidates**

**Increase the
incentives for
mobility and
dependency-
related
allowances**

**Simplify hardship,
non-family d/s,
danger pay**



**PROPOSED OUTLINE
OF THE REVIEW**

SCOPE

COHERENT REVIEW

Conditions of all categories of staff to be included?



Timeline to complete the review by 102nd session (2026)

Methodological review of the salary survey for GS completed recently



FOCUS ON THE P+ PACAKGE

POST ADJUSTMENT RELATED

Difficulty in administering the rental subsidy

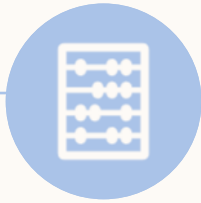


More appropriate to be considered by ACPAQ



ADDRESSED BY ACPAQ

PARAMETERS



**Competitiveness
(Attractiveness)**

Fairness

Flexibility + cohesiveness

- **The package structure**
- **Identification of core elements**

Ease of administration

- **Education grant**



Harmonization/equity

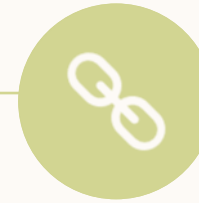
- **Remote work arrangements**
- **Adjustment needed?**

Transparency

Simplicity in design

Ease of understanding

- **Field package**
- **Relocation-related elements**



Cost effectiveness

- **Cost savings attainable by enhanced efficiency in administration**

Impact on the workforce

- **Global staff survey results**

WORKING GROUPS

Working group 1

Overall structure

Flexible working
arrangement (FWA)

Performance
management (PM)

Multilingualism (ML)

Working group 2

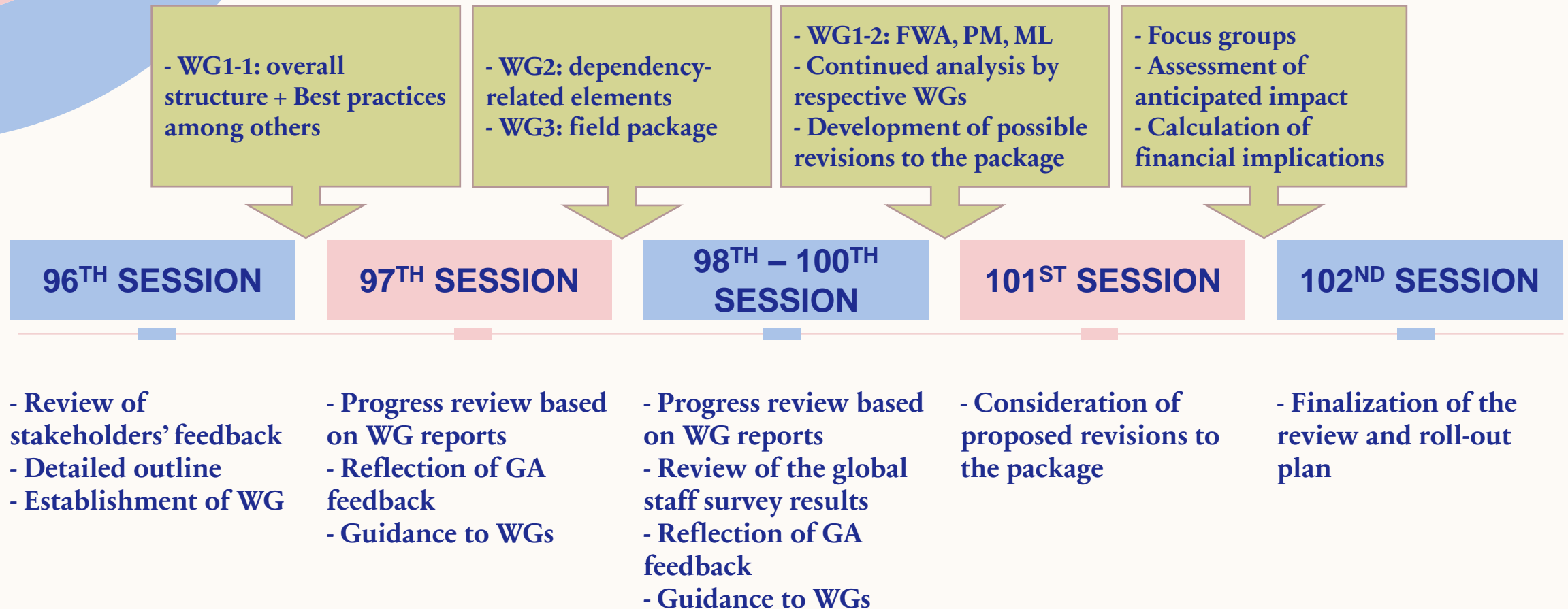
Dependency-
related elements
Education grant

Working group 3

Field package

TIMELINE:

SUBJECT TO FURTHER ADJUSTMENT





**COMPREHENSIVE REVIEW
OF THE COMPENSATION
PACKAGE: REPORT OF
THE WORKING GROUP 1**

MANDATE

Overall guidance for the review

“The current review should focus on allowances and benefits, as well as on new developments that had taken place since the previous review”

...given that “fundamental revisions had taken place with regard to the salary scale structure, resulting in the current streamlined unified salary scale”

A/78/30, para. 100

Specific tasks of WG1

To “conduct a general overview of the structure of the current compensation package, analyzing the rationales of various elements and existing practices, and identifying links among them”

To “explore ways to enhance the flexibility of the compensation package in order to accommodate the diverse mandates and operational requirements of the organizations”

A/78/30, paragraph 101

AGENDA ITEMS

General overview

A holistic approach to compensation as part of the HR framework

Overall structure of the compensation package

A summary of the previous review

Adapting the world of work to the 'next normal' : EU, OECD & World Bank Group

Specific aspects under review

Analysis of cohesion, perceived overlaps and flexibility of the package

Multilingualism

Remote working and compensation considerations

Pay & performance

Non-financial incentives

Conclusions

CURRENT COMPENSATION PACKAGE AT A GLANCE

Salary: Net-base/floor, staff assessment, pensionable remuneration

Dependant-related

- Dependent spouse allowance
- Single parent allowance
- Dependent child allowances
- Secondary dependant's allowance
- Education grant

Assignment & Recruitment

- Settling-in grant
- Relocation shipment
- Rental subsidy
- Recruitment incentive experts in highly specialized fields

Field and Related Entitlements

- Mobility incentive
- Hardship allowance
- Danger pay
- Non-family service allowance
- Pilot payment for D and E duty stations that are not designated as non-family
- Security evacuation allowance (SEA)

Travel

- Home leave
- Accelerated home leave
- Rest and recuperation
- Family visit

Leave

- Official holidays
- Annual leave
- Sick leave
- Special leave
- Parental leave

Separation from service

- Pension
- Repatriation grant
- Termination indemnity
- Death grant

Eligibility and/or level is dependant on family status
Expatriate entitlement in red

CONCLUSIONS

(1)

General overview

Referring to the conclusion of the 2021 assessment of the revised compensation package, the Working Group recalled that during the previous review the issue of overlaps among different elements of the package had been comprehensively reviewed and substantially addressed.

The Working Group agreed that the global conditions have changed, resulting in more demands on the common system organizations' mandates in the field and concurred that the common system compensation package should remain competitive. At the same time, it was re-emphasized that financial concerns of Member States and organizations must be borne in mind.

The Working Group did not identify any overlaps but acknowledged that the perception of overlaps still existed, particularly amongst some field and dependency related elements and noted that the other two Working Groups established by the Commission for the review would consider these elements in due course. In this regard, it also stressed the importance of better communicating the results of the previous review as well as the rationale of the elements of the package.

Recruitment Incentive

The Working Group agreed:

- a) To review the competitiveness of the United Nations Common System in the recruitment of certain highly specialized skills with a view to either enhance the use of the recruitment incentive or to propose suitable alternatives as needed.
- b) To increase communication with organizations on the recruitment incentive and its discretionary use.
- c) To request the organizations to provide more data on this issue.
- d) That recruitment incentive should not be extended for retention purposes.

CONCLUSIONS

(2)

Non-financial incentive

The Working Group agreed that:

- a) Non-financial incentives should be further considered, refined, expanded, and harmonized, as needed.
- b) The effectiveness of the mobility incentive should be studied bearing in mind the General Assembly's related guidance to the organizations in its resolution 74/255 B and reiterated in resolution 77/256 A-B.
- c) The feasibility of creating more opportunities for career development should be explored giving due regard to factors, including but not limited to:
 - i. service in the field;
 - ii. knowledge of official languages;
 - iii. exceptional performance.

Remote work

The Working Group agreed:

- a) Remote work and other Flexible Working Arrangements could constitute a non-financial incentive that was an important/useful element of a competitive compensation package.
- b) It would be useful to develop a standard definition of terms relating to the different teleworking arrangements.
- c) While specific remote work policies should be left to the individual organizations, a framework to harmonize and standardize the adjustment of compensation elements should be developed.

CONCLUSIONS

(3)

Pay and performance

The Working Group agreed that:

- a) The current Principles and Guidelines for performance appraisal and management for the recognition of different levels of performance provide the general frameworks and the required flexibility to the organizations.
- b) Within the Principles and Guidelines for performance appraisal and management for the recognition of different levels of performance, the organizations should be encouraged to pilot the introduction of performance-related pay systems. Data on the outcome of such pilots should be made available to the Commission.

Multilingualism

The Working Group agreed:

- a) The previous financial incentive for multilingualism should not be reinstated. However, other forms of incentives may be considered, such as added recognition of the knowledge of official languages in recruitment and selection processes and career development, etc;
- b) Offering of language classes/training and granting adequate time to study would be one of the incentives to learn languages in and of itself.
- c) Language skill inventories could be developed by organizations to assist in deploying staff with required skills, as needed.

CONCLUSIONS (4)

The working group:

(a) In reviewing field entitlements:

- i. Noted the overall deteriorating conditions in the field duty stations and agreed that the review would take this into consideration.
- ii. Noted that the hardship methodology would be reviewed in the context of the compensation review.
- iii. Agreed that opportunities for streamlining should be factored into the review.

(b) To enhance flexibility, agreed that the compensation review should include consideration of areas where employee choices could be increased, including feasibility of:

- i. Expanding the D & E pilot to include all duty stations, with declining amounts based on the category/hardship classification of a duty station.
- ii. Providing support for childcare and early childhood education;

(c) Proposed that the current review should explore ways to enhance the inclusiveness of staff with disabilities through appropriate measures within the package.

(d) Agreed to assess the competitiveness of the package, and to ensure that no overlaps were created as a result of the ongoing compensation review.

CONCLUSIONS (5)

The Working Group highlighted the relevance of having the other two Working groups with respective subject areas as follows:

- a) Working group 2: Spouse allowance, single-parent allowance, dependent child allowances, secondary dependant allowance, and education grant.
- b) Working Group 3: Mobility incentive, hardship allowance, hardship methodology, danger pay, non-family service allowance, pilot payment for D and E duty stations that are not designated as non-family, and security evacuation allowance.

CONCLUSIONS (6)

The Working Group recalled that, at its next meeting, it was expected to review the following items:

- a) Attractiveness and cost-effectiveness of the package and its impact on the workforce;
- b) Results of the 2023 Global Staff Survey results for the Professional and higher categories;
- c) Recruitment and retention-related issues.

Based on the above, the Group also agreed to review the following items requiring further study at the next meeting:

- a) Non-financial incentives;
- b) Implications of remote work arrangements on compensation;
- c) Measures for staff with disabilities.

CONCLUSIONS (7)

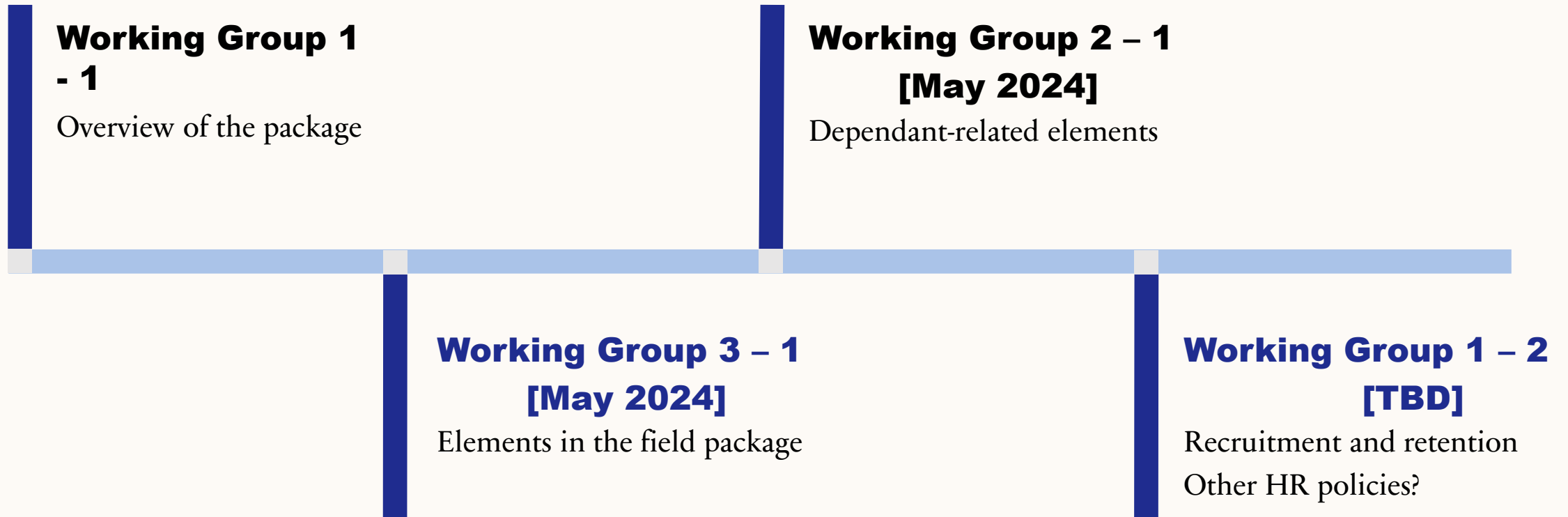
In order to ensure the holistic nature of the review, the Working Group stressed the importance for each of the three Working Groups to duly take into account the relevant conclusions and recommendations reached at preceding meetings.

The Working Group emphasized the importance of data in supporting conclusions and recommendations.

As such, it recommended that the Chair of the ICSC request the CEB and the organizations, as appropriate, to provide current data on recruitment and attrition.

It also requested that the Chairman request the CEB and organizations, as appropriate, to provide data on the annual system-wide costs of the compensation packaged, disaggregated in the following categories: Base salary, Post adjustment, Spouse Allowance, Child allowance, secondary dependents allowance, rental subsidy, hardship allowance, mobility, danger pay, education grant, education travel, special education grant, home leave, termination indemnity, death grant, repatriation grant, and relocation.

TIMELINE: 2024



THANK YOU

The background features a large white circle on the left, a dark blue circle on the right, and a pink circle on the right with white concentric lines.

UNITED NATIONS COMMON SYSTEM COMPENSATION PACKAGE

for the International Professional
and higher categories



SALARY

$$\text{Net Salary} + \text{Staff Assessment} = \text{Gross Salary}$$

+

$$\text{Post Adjustment} = \text{Net remuneration}$$



$$\text{Pensionable remuneration} = \text{Staff Assessment (common scale)} + \text{Net remuneration (NY)}$$

NET BASE/FLOOR SALARY

Established: 1945

Rationale: A global scale used as the minimum level of pay as well as the reference for allowances linked to base salary (e.g. separation payments).

Eligibility: All staff in the Professional and above categories

Basis/formula: Comparing the mid-point of UN scale (P4/VI) with the equivalent level of the General Schedule of the United States Federal Civil Service (GS-13/6 – GS14/6, weighted 33/67%, respectively).

Review/update: Annual

BASE/FLOOR SALARY SCALE

Salary scale for Professional and higher categories showing annual gross salaries and net equivalents after application of staff assessment (USD)

The normal qualifying period for in-grade movement between consecutive steps is 1 year.
The shaded steps in each grade require 2 years of qualifying service at the preceding step.

Level		Steps																
		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII				
USG	Gross	212 632																
	Net	155 837																
ASG	Gross	193 080																
	Net	142 933																
D-2	Gross	154 212	157 747	161 282	164 820	168 359	171 895	175 429	178 968	182 503	186 038							
	Net	117 280	119 613	121 946	124 281	126 617	128 951	131 283	133 619	135 952	138 285							
D-1	Gross	137 890	140 817	143 750	146 680	149 599	152 683	155 789	158 889	161 998	165 102	168 206	171 308	174 415				
	Net	106 023	108 072	110 125	112 176	114 219	116 271	118 321	120 367	122 419	124 467	126 516	128 563	130 614				
P-5	Gross	118 901	121 393	123 886	126 373	128 866	131 353	133 847	136 336	138 827	141 316	143 809	146 294	148 790				
	Net	92 731	94 475	96 220	97 961	99 706	101 447	103 193	104 935	106 679	108 421	110 166	111 906	113 653				
P-4	Gross	97 139	99 353	101 701	104 104	106 507	108 910	111 317	113 720	116 123	118 523	120 931	123 329	125 733				
	Net	77 326	79 008	80 691	82 373	84 055	85 737	87 422	89 104	90 786	92 466	94 152	95 830	97 513				
P-3	Gross	79 764	81 813	83 863	85 909	87 961	90 008	92 057	94 108	96 155	98 203	100 279	102 501	104 727				
	Net	64 121	65 678	67 236	68 791	70 350	71 906	73 463	75 022	76 578	78 134	79 695	81 251	82 809				
P-2	Gross	61 680	63 512	65 343	67 175	69 011	70 845	72 680	74 507	76 341	78 172	80 005	81 842	83 672				
	Net	50 377	51 769	53 161	54 553	55 948	57 342	58 737	60 125	61 519	62 911	64 304	65 700	67 091				
P-1	Gross	47 471	48 896	50 349	51 905	53 459	55 017	56 570	58 128	59 682	61 239	62 793	64 347	65 904				
	Net	39 401	40 584	41 765	42 948	44 129	45 313	46 493	47 677	48 858	50 042	51 223	52 404	53 587				

Effective: 1 January 2023

GROSS SALARIES AND STAFF ASSESSMENT

Established: 1948

Purpose: To generate resources for reimbursement of income tax payments to staff who are required to pay national taxes: Tax Equalization Fund (TEF).

Basis/formula: Staff assessment rates applied reversely to net salaries to arrive at gross salaries. Rates are progressive and are set pragmatically to ensure the balance of the TEF.

Review/update: every three years

Notes: Change in staff assessment and gross salaries do not affect net remuneration. Staff assessment for gross salaries is not to be confused with the Common Scale of Staff Assessment.

RATES OF STAFF ASSESSMENT

Used in the calculation of gross base salaries

Assessable Income (USD)	Assessment Rate (%)
First 50,000	17
Next 50,000	24
Next 50,000	30
Remaining assessable amount	34

PENSIONABLE REMUNERATION

Established: 1986

Purpose: PR is the basis for determining pension benefits and contributions to the Pension Fund.

Basis/formula: The global PR scale is calculated by multiplying net remuneration in NY by a grossing-up factor reflecting the benefit accumulation rate for a representative years of contributory service. The resulting amounts are grossed up by the reverse application of the CSSA. These gross pension amounts are then divided by the same grossing-up factor.

Review/update: Every five years

PENSIONABLE REMUNERATION

Scale of pensionable remuneration for staff in the Professional and higher categories (USD)

Level	Step												
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
USG	392,445												
ASG	364,348												
D-2	298,491	304,681	310,872	317,068	323,267	329,645	335,648	341,847	348,037	354,228			
D-1	268,620	274,057	279,505	284,947	290,368	295,813	301,253	306,682	312,127	317,561	322,999	328,430	333,873
P-5	233,349	237,977	242,607	247,227	251,858	256,477	261,110	265,733	270,361	274,983	279,613	284,231	286,866
P-4	192,472	196,935	201,401	205,864	210,327	214,791	219,262	223,725	228,188	232,646	237,120	241,573	246,038
P-3	157,753	161,827	165,904	169,973	174,052	178,124	182,221	186,358	190,487	194,616	198,758	202,887	207,021
P-2	122,158	125,702	129,246	132,790	136,367	140,015	143,665	147,297	150,945	154,587	158,232	161,885	165,252
P-1	94,213	97,225	100,232	103,244	106,251	109,265	112,269	115,284	118,290	121,305	124,312	127,318	130,330

Effective: 1 February 2024

COMMON SCALE OF STAFF ASSESSMENT

Used in the calculation of pensionable remuneration

Assessable Income (USD)	Assessment Rate (%)
First 20,000	19
Next 20,000	23
Next 20,000	26
Next 20,000	28
Remaining assessable amount	29

ENTITLEMENTS

Dependant-related

- Dependent spouse allowance
- Single parent allowance
- Dependent child allowances
- Secondary dependant's allowance
- Education grant

Assignment & Recruitment

- Settling-in grant
- Relocation shipment
- Rental subsidy
- Recruitment incentive experts in highly specialized fields

Field and Related Entitlements

- Mobility incentive
- Hardship allowance
- Danger pay
- Non-family service allowance
- Pilot payment for D and E duty stations that are not designated as non-family
- Security evacuation allowance (SEA)

Travel

- Home leave
- Accelerated home leave
- Rest and recuperation
- Family visit

Leave

- Official holidays
- Annual leave
- Sick leave
- Special leave
- Parental leave

Separation from service

- Pension
- Repatriation grant
- Termination indemnity
- Death grant

Eligibility and/or level is dependant on family status

Expatriate entitlement in red

DEPENDANT-RELATED ENTITLEMENTS

- Dependent spouse allowance
- Single parent allowance
- Dependent child allowances
- Secondary dependant's allowance
- Education grant

DEPENDENT SPOUSE ALLOWANCE

Established: 2017 (replaced the D-rate of salary -1949)

Rationale: A social benefit to provide an income equalization factor for staff with a dependent spouse.

Eligibility: A spouse whose occupational earnings, if any, do not exceed the lowest entry level of the United Nations General Service gross salary in force on 1 January of the year concerned for the duty station in the country of the spouse's place of work, provided that, the amount shall not at any duty station be less than the equivalent of the lowest entry level at the base of the salary system (G-2, step I, for New York).

Basis/formula: 6% of Net Remuneration.

Limitations on payment: Spouse income threshold for eligibility.

Review/update: As required

SINGLE PARENT ALLOWANCE

Established: 2017

Rationale: A social benefit in recognition of a single parent with a dependent child and to provide an income equalization factor.

Eligibility: Staff members who are single parents, and who provide main and continuous support for their dependent children.

Basis/formula: Equivalent to the spouse allowance

Current amount: 6% of Net Remuneration

Limitations on payment: Provided in lieu of the child allowance normally payable in respect of the first dependent child.

Review/update: Linked to the review of the spouse allowance.

CHILD ALLOWANCE

Established: 1946

Rationale: A social benefit for staff with dependent children to account for the loss of a national benefit.

Eligibility: The child must be a recognized dependant under the age of 18 or, in full-time attendance at a school or university, under the age of 21.

Basis/formula: US dollar-denominated flat rate amounting to 4% of Net-base salary at the P-4, step VI, level.

Current amount: \$2,929

Limitations on payment: If payments are received under national social security systems, the amount of the allowance is reduced accordingly.

Review/update: Every 2 years

ALLOWANCE FOR A CHILD WITH A DISABILITY

Established: 1946

Rationale: A social benefit to provide a higher level of assistance for staff with a dependent child with a disability.

Eligibility: The child must be a recognized dependant with a disability with no age limitation.

Basis/formula: US dollar-denominated flat rate amounting to 8% net-base salary at the P-4, step VI level.

Current amount: US\$6,645

Limitations on payment: If payments are received under national social security systems, the amount of the allowance is reduced accordingly.

Review/update: Linked to the review of the child allowance.

SECONDARY DEPENDANT'S ALLOWANCE 43

Established: 1946

Rationale: Recognition of the responsibility of contributing to the upkeep of a secondary dependant.

Eligibility: Where there is no recognized primary dependant, a dependent parent, brother or sister may qualify for this allowance subject to defined criteria concerning proof of support.

Basis/formula: 35 per cent of the child allowance

Current amount: US\$1,025

Limitations on payment: Allowance may be claimed in respect of only one secondary dependant. It is not payable for a secondary dependant if the staff member is already receiving dependency benefits in respect of the primary dependant.

Review/update: Linked to the review of the child allowance.

EDUCATION GRANT - REGULAR

Established: 1946

Rationale: To cover part of the additional cost of educating the staff member's children, arising from the staff member's expatriation.

Eligibility: Payable to staff serving outside their home country in respect of children in full-time attendance at an educational institution from the primary school level up to the end of the fourth year of post-secondary studies or attainment of a first post-secondary degree, whichever comes first, subject to a maximum age limit of 25 years.

Basis/formula: The reimbursement of admissible expenses, comprising tuition (including mother tongue tuition) and enrollment-related fees, calculated according to a global sliding scale. The boarding assistance is provided as a lump-sum to staff serving in A to E duty stations whose children attend primary or secondary school outside the duty station. Exceptions could be granted to staff at H duty stations at the discretion of the Executive Heads. A staff member eligible for boarding assistance is entitled to education grant travel (slide 20).

Review/update: Every two years, based on fee movements of the representative schools. The lists of representative schools are reviewed by the Commission every six years.

EDUCATION GRANT - REGULAR

Education grant global sliding scale for tuition and enrolment-related fees

Claim amount bracket (USD)	Reimbursement rate (percentage)
0 - 13,224	86
13,225 - 19,836	81
19,837 - 26,448	76
26,449 - 33,060	71
33,061 - 39,672	66
39,673 - 46,284	61
46,285 and above	-

Boarding
lump-sum
5,300 USD/year

SPECIAL EDUCATION GRANT (WITH DISABILITY)

Established: 1979

Rationale: To provide assistance for children with disabilities within the scope of the education grant.

Eligibility: Staff members with a child with a disability under the age of 25 (may be extended to 28). Medical evidence that the child is unable by reason of physical or mental disability to attend a normal educational institution.

Basis/formula: Reimbursement of 100 percent of all admissible expenses, including boarding, up to the upper limit of the top bracket of the applicable global sliding scale. For staff eligible for boarding assistance, the upper limit is increased by the amount of the boarding lump-sum.

Review/update: Linked to the review of the regular education grant.

EDUCATION GRANT - TRAVEL

Established: 1946

Rationale: To enable a child outside the duty station to rejoin his/her family periodically.

Eligibility: Staff eligible for boarding assistance are entitled to travel expenses for the child or the staff member or the staff member's spouse for one round-trip per each academic year.

Amount: The cost of one round trip per year between the primary or secondary educational institution and the staff member's duty station.

Limitations: Travel costs are not to exceed those between the staff member's duty station and the staff member's home country.

ASSIGNMENT & RECRUITMENT

- Settling-in grant
- Relocation shipment
- Rental Subsidy
- Recruitment incentive experts in highly specialized fields

SETTLING-IN GRANT

Established: 1990 (as assignment grant), renamed in 2016

Rationale: For assistance with the expenses for temporary accommodation and other incidentals, including departure and arrival costs associated with the relocation of staff and accompanying family members at the beginning of an assignment.

Eligibility: Payable to staff members who travel, upon appointment or reassignment, to a duty station for a period of service expected to be of at least one year's duration.

Current amount: 30 days DSA applicable to the duty station of assignment for staff member, plus 15 days of DSA for each accompanying family member, plus 1 month of net remuneration.

Limitations on payment: The relocation-related elements are not payable to: (a) Staff on official travel status that are in receipt of a daily subsistence allowance (DSA);

RELOCATION SHIPMENT

Established: 1990 (as relocation grant), renamed in 2016

Rationale: For relocation of household goods to the place of assignment or upon separation from service.

Eligibility: Payable to staff members who travel, upon appointment or reassignment, to a duty station for a period of service expected to be two years or longer, or upon separation.

Current amount: (a) Full removal of household goods by the organization if that option is available; otherwise, an option of full removal by the staff member up to the established entitlement which would be reimbursed by the organization upon presentation of an invoice; (b) In lieu of full removal, one of the following options could apply: (i) Lump-sum option established at 70 per cent of the actual cost of relocation shipments; (ii) Lump-sum set by organizations based on 70 per cent of costs of past shipments, not exceeding \$18,000.

Limitations on payment: The relocation-related elements are not payable to: (a) Staff on official travel status in receipt of a daily subsistence allowance (DSA)

RENTAL SUBSIDY

Established: 1978

Rationale: To ensure equal treatment of staff as it regards to housing costs

Eligibility: A subsidy may be paid when a staff member's rent exceeds a rental threshold

Current amount: At field duty stations the subsidy is 80 per cent of the excess of the staff member's actual rent over the rental threshold, in most cases up to a certain limit. At headquarters duty stations, the subsidy starts at 80 per cent of the difference for the first four years and is reduced to 60 per cent, 40 per cent and 20 per cent, respectively, for the next three years, after which it is discontinued

Limitations on payment: Does not exceed 40 per cent of the rent, except for some field duty stations where commercial rents are excessively high.

Review/update: Under the purview of ACPAQ and reviewed with Post Adjustment

RECRUITMENT INCENTIVE

Established: 2016

Rationale: To recruit experts in highly specialized fields in instances in which the organization has difficulty in attracting suitably qualified personnel.

Eligibility: Payable to suitably qualified persons with expertise in certain highly specialized fields.

Basis/formula: Up to 25% of annual net base salary for each year of the agreed contract.

Review/update: Comprehensive review

FIELD AND RELATED ENTITLEMENTS

- Mobility incentive
- Hardship allowance
- Danger pay
- Non-family service allowance
- Pilot payment for D and E duty stations that are not designated as non-family
- Security Evacuation Allowance (SEA)

MOBILITY INCENTIVE

Established: 1990 (as mobility allowance), renamed in 2015

Rationale: To encourage movement of internationally recruited staff to field duty stations in accordance with organizational needs.

Eligibility: For duty stations in categories A-E, payable from the second assignment, only after five or more consecutive years of service in the United Nations system.

Basis/formula: Flat amounts depending on the hardship classification of the duty station, the staff member's grade and the number of assignments. The amount of the mobility incentive increases by 25 per cent upon the 4th assignment of a staff member and by 50 per cent upon the 7th assignment. Based on the amount for staff in the P-1 to P-3 grade band, the mobility incentive also increases by 25 per cent for staff in the P-4 to P-5 grade band and by 50 per cent for staff in the D-1 and above grade band.

Limitations on payment: Payable to staff on assignments of one year or longer. The incentive is discontinued after five consecutive years at the same duty station, but it may be paid for one additional year, under exceptional circumstances, consistent with the regulations and rules of the organizations.

Review/update: Updated every three years, on the basis of the weighted average monthly net base salary of staff in the Professional and higher categories in the year of the review.

MOBILITY INCENTIVE

Annual mobility incentive in USD (effective 1 January 2024)

Assignment number	Additional Amounts	Group 1 (P1 to P3)	Group 2 (P4 to P5)	Group 3 (D1 and above)
2 to 3	-	6,900	8,625	10,350
4 to 6	25%	8,625	10,781	12,938
7+	50%	10,350	12,938	15,525

HARDSHIP ALLOWANCE

Established: 1990

Rationale: To compensate staff for difficult living conditions.

Eligibility: Assignment at designated duty stations in categories B-E

Basis/formula: Flat amounts depending on the hardship classification of the duty station and the staff member's grade.

Limitations on payment: Staff on assignment to a duty station in categories B to E for one year or longer are eligible for the hardship allowance from their first assignment

Review/update: Every three years. Adjusted on a pragmatic basis by reference to: (a) the average movement of net base salary plus post adjustment in the eight headquarters of the United Nations system; (b) the movement of the out-of-area index for post adjustment based on inflation factors in 21 countries; (c) the movement of the base/floor salary scale.

HARDSHIP ALLOWANCE

Annual hardship allowance in USD

(effective 1 January 2024)

Category	Group 1 (P1 to P3)	Group 2 (P4 to P5)	Group 3 (D1 and above)
A	-	-	-
B	6110	7,330	8,560
C	11,010	13,440	15,890
D	14,670	17,130	19,550
E	18,340	22,000	24,460

DANGER PAY

GS

Established: 2012

Rationale: A symbolic additional compensation amount provided for under the security factor in the hardship scheme only in extraordinary situations where staff are at high risk of becoming collateral damage and in situations where they are the direct targets of violence.

Eligibility: Staff who are required to work in locations where very dangerous conditions prevail

Basis/formula: Established pragmatically

Current amount: \$ 1,698 per month for internationally-recruited staff. 30% of the net midpoint of the applicable 2019 local GS salary scale (excluding long-service and longevity steps, if any) for locally-recruited staff.

Limitations on payment: Approved for periods of up to three months at a time, subject to ongoing review, and lifted when conditions are deemed to have abated. Not payable for periods of annual leave or any special leave, including weekends and official holidays during these periods. Payable for time away from the duty station on rest and recuperation travel and official duty travel up to a maximum of seven consecutive calendar days.

Review/update: Every 3 years

NON-FAMILY SERVICE ALLOWANCE (NFSA)

Established: 2010 (as additional hardship allowance), renamed in 2015

Rationale: To compensate internationally recruited staff for service in non-family duty stations and in recognition of increased level of financial and psychological hardship incurred by involuntary separation from families and/or additional service-related costs.

Eligibility: Internationally recruited staff members on assignment at a non-family duty station.

Basis/formula: Flat amounts depending on staff members' dependency status: 19,800/year with dependants, 7,500/year with no dependants

Limitations on payment: At designated NFDS only. Not payable to staff in receipt of DSA (e.g. not installed in the duty station).

Review/update: Reviewed every 3 years, on the basis of one of 3 factors: (a) average movement of the net remuneration at the 8 HQ duty stations; (b) movement of the out-of-area index used for post adjustment; (c) movement of the base/floor salary scale.

NON-FAMILY SERVICE ALLOWANCE (NSFA)

Annual and monthly NSFA in USD
(effective 1 January 2024)

Status	Amount
Staff with eligible dependants	19,800/year (\$1,650/month)
Staff with no dependants	7,500/year (\$625/ month)

PILOT PAYMENT FOR D AND E DUTY STATIONS THAT ARE NOT DESIGNATED AS NON-FAMILY

Established: 2022

Rationale: To help to defray the costs of maintaining the eligible family members elsewhere (i.e. not installing them in the eligible duty station)

Eligibility: internationally-recruited staff who opt not to install their eligible dependants in “D” or “E” duty stations that were not designated as non-family. Granted to a staff member who requests such an allowance at the time of taking up an assignment in lieu of the option to install the eligible dependants at the duty station.

Basis/formula: set pragmatically as a reduced amount of the non-family service allowance: currently at \$15,000 for “E” and \$14,000 for “D”

Limitations on payment: if any eligible dependant is installed in the duty station the allowance is not payable.
Single staff ineligible

Review/update: approved by the GA as a pilot measure through 31 December 2024. If formalized, it would be reviewed at the same time as the non-family service allowance on which it is based.

SECURITY EVACUATION ALLOWANCE

Established: 2012

Rationale: To assist in offsetting direct added expenses of staff members and their eligible family members who are evacuated from their official duty stations

Eligibility: Staff and dependants evacuated from a duty station due to security considerations.

Basis/formula: Average of the levels of the DSA rates in locations designated as safe havens (i.e. locations where staff are evacuated)

Limitations on payment: Paid for a maximum period of six months (after which EMSEA applies), following which the evacuation is normally either lifted or a duty station is declared as non-family. Once a duty station is designated as non-family, payment of SEA is discontinued and payment of the NFSA is triggered.

Review/update: Every three years

Current amount: Global amount of \$200 per day for the staff member and \$100 per day for each eligible family member up to 30 days, and thereafter \$150 and \$75, respectively, for a maximum period of six months. Thereafter, evacuation is normally either lifted or the duty station is declared as non-family. A single lump sum shipping element of \$500 would also apply when the staff member or his/her family is evacuated.

EXTENDED MONTHLY SECURITY EVACUATION ALLOWANCE

Established: 2012

Rationale: In rare instances where an evacuation continues beyond six months and the duty station has not been designated as non-family, an extended monthly security evacuation allowance set at the same amount as the non-family service allowance (NFSA) applies.

Eligibility: Staff and dependants evacuated from a duty station due to security considerations.

Basis/formula: same as NFSA

Current amount: same as NFSA

Limitations on payment: Once NFDS status is approved, EMSEA becomes inapplicable.

Review/update: same as NFSA

Current amount: same as NFSA

TRAVEL

- Home leave
- Accelerated home leave travel
- Rest and recuperation
- Family visit travel

HOME LEAVE TRAVEL

Xpat

iGS

Established: 1949

Rationale: Home leave is intended to enable staff members to renew periodically their ties with their home countries.

Eligibility: Expatriate staff members, their spouse and dependent children.

Basis/Formula: Once in every 24 months

Limitations: A set minimum period must be spent in the home country. There is no additional leave entitlement, but travel time may be granted.

ACCELERATED HOME LEAVE TRAVEL

66

Xpat

iGS

Established: 1980

Rationale: To allow the staff member and their family to leave duty stations with highly adverse conditions more often.

Basis/formula: 12-month home leave cycle.

Limitations: Only applicable to D and E duty stations that do not fall under the R&R framework.

REST AND RECUPERATION

Established: 1968

Rationale: To periodically allow staff members to leave the difficult or dangerous environment in which they serve, to alleviate stress and regain perspective

Eligibility: Applicable to designated duty stations under hazardous, stressful and difficult conditions (6 weeks: Extreme situations; 8 weeks all nonfamily/family-restricted duty stations; 12 weeks Non-capital duty stations with a high level of hardship (D or E) and capital duty stations with hardship E

Basis/formula: 5 working days of time every 6-12 weeks; travel time between duty station and authorized place of rest; paid travel from the duty station to a designated R&R location by the least costly and most direct route.

Current amount: Lump sum for paid return travel to designated R&R location is a percentage of the full economy-class fare by least costly scheduled air carrier and most direct route.

Limitations: Not granted during the last month of service. May not be taken in advance or carried forward from one qualifying period to the next or combined with subsequent periods. There is no payment for travel costs if UN transportation is provided free of charge.

Review/update: as necessary

FAMILY-VISIT TRAVEL

Xpat

iGS

Established: < 1957

Rationale: Allow travel by staff member to visit his/her family if none of the staff member's eligible family members has travelled to the duty station at the organization's expense during the preceding 12 months (apart from children on education grant travel)

Eligibility: Staff with eligible family members who have not travelled to the duty station at the organization's expense during the preceding 12 months.

Basis/Formula: Paid to the place of home leave, the place of recruitment or the previous duty station

Current Amount: Payment of travel costs for one return trip. Lump sum payable shall amount to percentage of the full-economy-class fare by the least costly scheduled air carrier

Limitations: Granted during the year in which staff member is not entitled to home leave; Travel costs are not to exceed those between the duty station and the recognized place of residence in the home country

LEAVE

- Official holidays
- Annual leave
- Sick leave
- Special leave (with and without pay)
- Parental leave

OFFICIAL HOLIDAYS

GS

Established: 1946

Rationale: Observance of national, cultural and/or religious holidays

Current amount: Normally numbering 10 a year, are designated for each duty station.

Limitations: These are not charged to annual leave and their timing varies according to local conditions and customs.

ANNUAL LEAVE

GS

Established: 1946

Rationale: To provide a period of rest each year

Eligibility: Staff member's full-pay status

Basis/Formula: 2.5 working days per month (1.5 for temporary staff in some common system organizations)

Current Amount: 30 days per annum. A maximum of 60 days can be accumulated

SICK LEAVE

GS

Established: 1946

Rationale: To grant time off to staff members who are unable to perform their duties due to illness or injury

Current Amount:

Uncertified: Staff member's full-pay status for up to 7 days per annum;

Certified:

Staff with < 3 years of service : 3 months (65 days) on full salary
& 3 months (65 days) on half salary in any period of 12 consecutive months;
Staff with 3+ years of service : 9 months (195 days) on full salary
& 9 months (195 days) on half salary in any period of 4 consecutive years;

Limitations: No accumulation of unused sick leave entitlement. Used uncertified sick days are deducted from maximum overall entitlement.

SPECIAL LEAVE

Established: n/a

Rationale: For advanced study or research in the interest of the organization, in cases of extended illness, for childcare or for other important reasons.

Eligibility: (depends on the reason/purpose)

Limitations: Normally without pay. In exceptional circumstances, full pay may be granted.

PARENTAL LEAVE

GS

Established: 2023

Rationale: To provide leave with pay to staff members for a period before and after the anticipated date of their child's birth or adoption.

Eligibility: Staff members who become parents.

Current amount: 16 weeks for all parents (through birth or adoption) and an additional 10 weeks (for a total 26 weeks) for the birth mother.

SEPARATION FROM SERVICE

- Pension
- Repatriation grant
- Termination indemnity
- Death grant

PENSION

GS

Established: 1948

Rationale: UNJSPF provides retirement, disability and survivors benefits for the staff of organization that are members of the Fund.

Eligibility: Staff who have an appointment of 6 months or more or who complete 6 months of service without an interruption of more than 30 days become participants of the Fund.

Basis/Formula: A worldwide scale of pensionable remuneration, used for determining contributions to the Fund and for calculating pension benefits. Staff contributes 7.9% of pensionable remuneration. The organization contributes 15.8%.

Current Amount: The pension benefit depends on length of contributory service, age at separation, benefit accumulation rate and Final Average Remuneration (FAR)

REPATRIATION GRANT

Xpat

iGS

Established: 1950

Rationale: Earned service benefit payable to expatriate staff members who leave the country of the last duty station upon separation

Eligibility: Continuous service away from the home country

Basis/formula: The amount of the grant varies according to the length of service

Limitations on payment: Proof of relocation away from the country of the last duty station, although repatriation to the home country is not a requirement. Grant is not payable to staff who are summarily dismissed.

REPATRIATION GRANT

Years of continuous service away from home country	Staff member with a spouse or dependent child at time of separation	Staff member with neither a spouse nor a dependent child at time of separation
	Weeks of gross salary less staff assessment	
5	14	8
6	16	9
7	18	10
8	20	11
9	22	13
10	24	14
11	26	15
12 or more	28	16

TERMINATION INDEMNITY

GS

Established: 1946

Rationale: To compensate terminated staff for loss of expectation of employment and provide them with some income in the transitional period following separation

Eligibility: Payable when an appointment is terminated prematurely at the initiative of the organization for any of the following reasons: abolition of post or reduction of staff; poor health or incapacitation for further service; unsatisfactory service; agreed termination

Basis/formula: For fixed-term appointments exceeding six months, one week's net salary for each month of uncompleted service, subject to a minimum of six weeks and a maximum of three months' net salary, is paid for those with up to five years of service. For those with six or more years of completed service, between 3 and 12 months of net salary is paid, depending on the length of service.

TERMINATION INDEMNITY

Months of gross salary less staff assessment where applicable

Completed years of service	Career appointments	Appointments for a fixed term exceeding 6 months
Less than 1	Not applicable	
1	Not applicable	1 week for each month of uncompleted service subjects to a minimum of 6 weeks and a maximum of 3 months indemnity pay
2	3	
3	3	
4	4	
5	5	
6	6	3
7	7	5
8	8	7
9	9	9
10	9.5	9.5
11	10	10
12	10.5	10.5
13	11	11
14	11.5	11.5
15 or more	12	12

DEATH GRANT

GS

Established: 1958

Rationale: To help the survivors of a staff member who died in service

Eligibility: Paid to the surviving spouse and/or dependent children of a staff member who died in service having held an appointment for one year or more or having completed one year of service.

Basis/formula: A specific number of months of net salary according to staff member's length of service.

DEATH GRANT

Completed years of service	Months of net salary
3 or less	3
4	4
5	5
6	6
7	7
8	8
9 or more	9

GLOSSARY & SOURCES



Xpat

Expatriate: Staff member residing outside their designated home country

GS

General Service: Staff member locally recruited in the General service category

iGS

International General Service: Staff member internationally recruited in the General service category.



United Nations Common System of Salaries, Allowance and Benefits,
ICSC, February 2022

United Nations Chief Executives Board for Coordination