



UNITED NATIONS

NATIONS UNIES

INTERNATIONAL CIVIL SERVICE
COMMISSION

COMMISSION DE LA FONCTION
PUBLIQUE INTERNATIONALE

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ICSC/CIRC/GEN/03/2015

31 December 2015

To: Members of the Commission
Executive Heads/Human Resources Directors
FICSA, CCISUA and UNISERV Staff Representatives

From: Kingston Rhodes, Chair

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Subject: **General Assembly resolution 70/244 on the United Nations common system**

1. At its 82nd plenary meeting of its seventieth session held on 23 December 2015, the United Nations General Assembly adopted, without a vote and without amendment, draft resolution A/C.5/70/L.14 under item 141 of its agenda entitled “United Nations Common System: report of the International Civil Service Commission”, which became resolution 70/244. While the full text of the draft resolution is attached to this circular (see attachment 1)¹, I would like to draw your attention to the Assembly’s decisions and requests emanating from that resolution.
2. The General Assembly took decisions, *inter alia*, on the following:
 - (a) **Base/floor scale**
3. The General Assembly approved a 1.08 per cent adjustment of the present base/floor salary scale as of 1 January 2016 as shown in Appendix 1. This is the regular adjustment that is given almost every year, based on movements of salaries in the comparator civil service, on a no-loss/no-gain movement. The memorandum announcing the corresponding new post adjustment multipliers has been sent out separately and is posted on our web site.

¹ Attachment 1 to this circular contains the full text of draft resolution A/C.5/70/L.14 which, after its adoption by the Assembly became resolution 70/244.

(b) Comprehensive review of the common system compensation package:

Salary scale structure, dependency allowances and transitional measures

4. The General Assembly approved a revised net base salary scale structure, which will become effective as of 1 January 2017. As a result, the present dual (single and dependency) rate scale will be replaced with a unified salary scale which will have 13 steps at grades P1 to D1 and 10 steps at the D-2 level. Regarding the ASG/USG levels, the Assembly decided that their salaries under the unified scale should be derived in the same manner as was done for the other grades. Appendix 3, table A shows the unified salary scale as approved.

5. The dependency element will be taken out of the scale and will be payable as a separate allowance. This allowance will be provided to staff with a dependent spouse and to those who are single parents. In the latter case, no child allowance will be payable for the first child. The dependent spouse/single parent allowance will be set at 6 per cent of net remuneration. As recommended by the Commission, the transition of current staff to the unified salary scale will be done to avoid losses and to minimize windfall gains (see Appendix 3, table D).

6. On transition, those staff currently paid at the Dependency rate, who have a dependent spouse or who are single parents, will not lose out: the unified rate combined with a spouse/single parent allowance for the eligible staff will be equal to their present dependency rate of pay. Single staff members will see some gains to their base pay levels. Salaries of staff currently at steps outside the revised structure will be protected and will be subject to the same adjustment as those within the scale structure (see Appendix 3, table E).

7. There is also a group of staff who currently receive the dependency rate of pay in respect of a child because the spouse earnings are above the established threshold. These staff will be eligible for a child allowance only. However, on moving to the new structure, their pay will be initially protected with a transitional allowance, which will phase out by 1 percentage point per year until overtaken by the child allowance.

8. The unified salary scale will be introduced as of 1 January 2017 and, prior to that, will be adjusted to reflect the net pay movement of the comparator. The staff assessment rates will be revised to ensure that the Tax Equalization Fund of the United Nations remains in balance (see Appendix 3, table B). The pensionable remuneration (PR) scale introduced concurrently with the unified scale was approved as recommended by ICSC except for the ASG/USG levels which will be maintained at their present levels. The final PR scale is shown in Appendix 3, table C. This scale will be subject to adjustment prior to its introduction to reflect changes in the net remuneration in New York which may occur before the implementation date. The pensionable remuneration for staff outside the revised structure are shown in Appendix 3, table F.

9. The dependent child and secondary dependant allowances will be maintained as at present.

Step periodicity

10. The General Assembly has approved a revised step periodicity under the revised salary structure which will become effective on 1 January 2017: at P-1 to P-5 levels, steps beyond step 7 will be granted biennially; biennial steps will continue to start at the D-1 levels from step 5 and at the D-2 level from step 2.
11. The granting of accelerated steps will be discontinued.

Education grant

12. The General Assembly has approved a revised education grant scheme as proposed by the Commission. As a result, the present system of multiple ceilings and extensive admissible expenses will be replaced by a new system which is based on a global reimbursement ceiling regardless of the school location, and focus assistance where it is needed most: on tuition, enrolment-related expenses and mother tongue tuition. It will continue to be based on cost-sharing of expenses between the staff and the organization. The Assembly approved a declining scale of reimbursement, with higher percentage reimbursement of education expenses for lower claim levels. The declining scale is based on the 2014/2015 tuition rates as shown in Appendix 2.
13. Under the new system, boarding will be provided to those who serve in the field (A to E duty stations) for children in primary and secondary levels.
14. The special education grant will be maintained as presently applied. However, the overall reimbursement will be established as a global amount equivalent to the sum of the upper limit of the sliding scale plus the amount equivalent to the boarding lump sum under the regular education grant scheme.
15. The new scheme will go into effect as of the school year in progress on 1 January 2018.

Repatriation grant

16. The Assembly approved revisions to the repatriation grant as proposed by ICSC and, in particular, decided that a threshold of five years of expatriate service shall be established as an eligibility requirement for the grant.

Performance incentives

17. The General Assembly requested the Commission to conduct a study on the performance management schemes in the common system organizations, and to formulate recommendations on performance incentives based on merit that are not related to cash rewards such as possibility of accelerated step increments. Further to that, the Assembly invited the Commission to review its recommendations contained in annex II of A/70/30 in light of its findings, and report thereon not later than the 72nd session of the General Assembly.

18. The Assembly also requested the Commission to conduct a detailed study on the budgetary and administrative arrangements necessary for the establishment of a cash reward system, including funding, oversight and accountability mechanisms, and to report on it not later than the 72nd session of the General Assembly.

Relocation related elements

19. The General Assembly approved a new relocation package which will come into force on 1 July 2016.

20. For the settling-in grant, the Assembly decided to provide a lump-sum amount equivalent to one month of net base pay plus applicable post adjustment at the new duty station (i.e. to maintain the same lump sum formula as in the current assignment grant, but irrespective of type of duty station; the second month of lump sum which was payable in the field when non-removal was granted has been abolished). Hence, the settling-in grant will include the following elements regardless of type of duty station (i.e. field or HQ) or the option opted for relocation shipment by staff:

(a) DSA element: equivalent to 30 days local daily subsistence allowance for staff, plus 15 days of local subsistence allowance for each accompanying family member, and

(b) Lump-sum amount: equivalent to one month of net base pay plus applicable post adjustment.

21. The General Assembly approved the Commission's recommendation to discontinue the non-removal allowance. As a transitional measure, it decided to continue to pay the non-removal allowance for up to five years for staff who moved before the implementation date of the new relocation package and opt for non-removal of household goods, at the same duty station or until the staff member moves to another duty station.

22. The Assembly approved the options concerning relocation shipment as recommended by the Commission. Those approved options are as follows:

(a) To provide full removal of household goods for relocation shipment if that option was available, or, if that option is not available, to provide the option of full removal up to the established entitlement which would be reimbursed to staff upon presentation of an invoice. 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;

(b) To provide an approach similar to that in subparagraph 22 (a) above for partial removal of household goods within an appropriate entitlement according to circumstances, including for appointments of less than two years, reassignments within the same country, mission area or area of operations and moves between non-family duty stations; and

(c) To provide an entitlement for relocation shipment of household goods for staff with assignments of two years or more up to a standard 20-foot container for single staff and a 40-foot container for staff with eligible family members, regardless of the weight of household goods, via the most cost-effective route and mode of transportation.

23. Further to that, the General Assembly decided to retain the current approach to relocation travel, which would remain the responsibility of the organization.

Field allowances and benefits

Hardship allowance

24. The General Assembly approved the adjusted hardship system consisting of five categories (from A to E) as recommended by the Commission. The approved payment matrix is shown in Table 1 below. The new system would be effective immediately upon implementation on 1 July 2016, without transitional measures.

Table 1 *Hardship allowance: payment matrix (annual amounts in US\$)*

<i>Hardship category of duty station</i>	<i>Group 1 (P-1 to P-3)</i>	<i>Group 2 (P-4 and P-5)</i>	<i>Group 3 (D-1 and above)</i>
A	—	—	—
B	5 810	6 970	8 140
C	10 470	12 780	15 110
D	13 950	16 280	18 590
E	17 440	20 920	23 250

Non-family service allowance

25. The Assembly approved the new Non-family Service Allowance in lieu of the current Additional Hardship Allowance, as recommended by the Commission. There are not transitional measures for this allowance. The new allowance will be effective immediately upon implementation on 1 July 2016. The approved flat amounts, differentiated by staff with dependants and staff with no dependants, are as follows:

- (a) Staff with eligible dependants: \$19,800/year (\$1,650/month); and
- (b) Staff with no dependants: \$7,500/year (\$625/month).

Mobility incentive

26. The General Assembly approved the new mobility incentive in lieu of the current mobility allowance to encourage mobility of staff to field duty stations, with annual payments for a maximum period of five years at the same duty station. The mobility incentive will apply to staff with five consecutive years of prior service in the common system and from their second assignment (that is, the first geographical move). It is not payable at "H" category duty stations. The new mobility incentive will be increased by 25 per cent upon the 4th assignment of a staff member and by 50 per cent upon the 7th assignment. The new incentive will be effective immediately upon implementation on 1 July 2016. The approved amounts are shown in Table 2.

Table 2 *Mobility incentive: payment matrix (annual amounts in US\$)*

Assignment number	Additional amounts	Group 1 (P-1 to P-3)	Group 2 (P-4 and P-5)	Group 3 (D-1 and above)
2 to 3	None	6,500	8,125	9,750
4 to 6	25 per cent	8,125	10,156	12,188
7+	50 per cent	9,750	12,188	14,625

Rest and recuperation framework

27. The General Assembly decided to maintain the provisions of the current rest and recuperation framework, as recommended by the Commission.

Accelerated home leave travel

28. The Assembly decided to maintain accelerated home leave travel **only** for D and E category duty stations that do not fall under the rest and recuperation framework, with an effective date of 1 July 2016.

Recruitment incentive

29. The General Assembly approved the introduction of an incentive payment for the recruitment of experts in highly specialized fields in those cases where the organization was unable to attract suitably qualified personnel, as recommended by the Commission. Such recruitment incentives should not exceed 25 per cent of annual base salary for each year of the agreed contract. Organizations should report to the Commission periodically on the payment of the recruitment incentive. The Commission will assess the scheme after a period of three years. The date of implementation is 1 July 2016.

OTHER MATTERS

Work-life balance

30. The General Assembly invited the organizations of the United Nations common system to make efforts to ensure work-life balance and provide career development opportunities, which are important elements for motivating and retaining staff.

Mandatory age of separation

31. The General Assembly decided that the mandatory age of separation for staff recruited before January 2014 should be raised by the organizations of the United Nations common system to 65 years at the latest by 1 January 2018, taking into account the acquired rights of staff.

UN/US Margin management

32. The Assembly recalled its request that the Commission continue action to bring the calendar year margin to the desirable mid-point. It also approved the ICSC recommendations regarding the margin management methodology and authorized the Commission to take appropriate action through post adjustment if the margin level breaches the trigger points of 113 or 117.

May I take this opportunity to wish all of you a happy, healthy and productive 2016.

Appendix 1

Base/floor salary scale for the Professional and higher categories showing annual gross salaries and net equivalents after application of staff assessment, effective 1 January 2016

(United States dollars)

<i>Level</i>	<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>	<i>VI</i>	<i>VII</i>	<i>VIII</i>	<i>IX</i>	<i>X</i>	<i>XI</i>	<i>XII</i>	<i>XIII</i>	<i>XIV</i>	<i>XV</i>
USG Gross	194 136														
Net D	149 395														
Net S	134 449														
ASG Gross	176 463														
Net D	137 024														
Net S	124 080														
D-2 Gross	144 751	147 815	150 920	154 117	157 314	160 510									
Net D	114 668	116 905	119 144	121 382	123 620	125 857									
Net S	105 345	107 233	109 114	110 990	112 861	114 721									
D-1 Gross	132 290	134 984	137 668	140 362	143 055	145 742	148 437	151 174	153 980						
Net D	105 572	107 538	109 498	111 464	113 430	115 392	117 359	119 322	121 286						
Net S	97 583	99 289	100 994	102 692	104 389	106 081	107 766	109 451	111 130						
P-5 Gross	109 449	111 738	114 029	116 315	118 608	120 895	123 188	125 475	127 766	130 055	132 344	134 632	136 923		
Net D	88 898	90 569	92 241	93 910	95 584	97 253	98 927	100 597	102 269	103 940	105 611	107 281	108 954		
Net S	82 586	84 072	85 552	87 032	88 510	89 981	91 454	92 923	94 390	95 853	97 316	98 771	100 229		
P-4 Gross	90 038	92 080	94 122	96 162	98 205	100 264	102 475	104 685	106 895	109 101	111 314	113 521	115 730	117 941	120 151
Net D	74 130	75 743	77 356	78 968	80 582	82 193	83 807	85 420	87 033	88 644	90 259	91 870	93 483	95 097	96 710
Net S	69 032	70 499	71 969	73 431	74 895	76 358	77 820	79 278	80 736	82 193	83 646	85 100	86 554	88 004	89 454
P-3 Gross	74 013	75 903	77 794	79 680	81 572	83 461	85 348	87 241	89 129	91 019	92 911	94 799	96 690	98 578	100 505
Net D	61 470	62 963	64 457	65 947	67 442	68 934	70 425	71 920	73 412	74 905	76 400	77 891	79 385	80 877	82 369
Net S	57 379	58 751	60 126	61 497	62 873	64 244	65 615	66 991	68 361	69 735	71 103	72 473	73 838	75 209	76 577
P-2 Gross	60 715	62 405	64 095	65 786	67 477	69 165	70 857	72 544	74 235	75 928	77 615	79 306			
Net D	50 965	52 300	53 635	54 971	56 307	57 640	58 977	60 310	61 646	62 983	64 316	65 652			
Net S	47 803	49 015	50 223	51 434	52 642	53 853	55 083	56 310	57 542	58 770	59 995	61 228			
P-1 Gross	47 464	48 976	50 516	52 146	53 767	55 392	57 016	58 644	60 265	61 887					
Net D	40 344	41 630	42 908	44 195	45 476	46 760	48 043	49 329	50 609	51 891					
Net S	38 056	39 239	40 423	41 605	42 786	43 969	45 151	46 319	47 481	48 644					

Abbreviations: USG, Under-Secretary-General; ASG, Assistant Secretary-General.

Appendix 2

Education Grant: sliding reimbursement scale

<i>Claim amount bracket (United States dollars)</i>	<i>Reimbursement rate (percentage)</i>
0-11 600	86
11 601-17 400	81
17 401-23 200	76
23 201-29 000	71
29 001-34 800	66
34 801-40 600	61
40 601 and above	—

Appendix 3

Unified salary scale and related issues

A. Unified salary scale for the Professional and higher categories showing annual gross salaries and net equivalents after application of staff assessment

(Effective 1 January 2017, subject to revision)

(United States dollars)

Level	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
USG Gross	190 059												
Net	140 939												
ASG Gross	172 268												
Net	129 268												
D-2 Gross	137 954	140 969	143 981	147 000	150 018	153 215	156 414	159 611	162 809	166 006			
Net	106 068	108 178	110 287	112 400	114 512	116 622	118 733	120 843	122 954	125 064			
D-1 Gross	123 410	126 059	128 709	131 359	134 000	136 650	139 299	141 943	144 594	147 240	149 887	152 686	155 494
Net	95 887	97 741	99 596	101 451	103 300	105 155	107 009	108 860	110 716	112 568	114 421	116 273	118 126
P-5 Gross	106 237	108 489	110 743	112 993	115 247	117 497	119 753	122 004	124 257	126 509	128 763	131 011	133 267
Net	83 866	85 442	87 020	88 595	90 173	91 748	93 327	94 903	96 480	98 056	99 634	101 208	102 787
P-4 Gross	87 413	89 414	91 417	93 418	95 421	97 421	99 426	101 550	103 723	105 896	108 073	110 241	112 416
Net	69 934	71 455	72 977	74 498	76 020	77 540	79 064	80 585	82 106	83 627	85 151	86 669	88 191
P-3 Gross	71 699	73 551	75 405	77 255	79 111	80 963	82 814	84 671	86 522	88 375	90 232	92 082	93 937
Net	57 991	59 399	60 808	62 214	63 624	65 032	66 439	67 850	69 257	70 665	72 076	73 482	74 892
P-2 Gross	55 343	57 000	58 658	60 314	61 972	63 632	65 289	66 943	68 603	70 259	71 916	73 576	75 230
Net	45 561	46 820	48 080	49 339	50 599	51 860	53 120	54 377	55 638	56 897	58 156	59 418	60 675
P-1 Gross	42 934	44 222	45 510	46 798	48 084	49 373	50 722	52 129	53 536	54 943	56 349	57 755	59 162
Net	35 635	36 704	37 773	38 842	39 910	40 980	42 049	43 118	44 187	45 257	46 325	47 394	48 463

Abbreviations: USG, Under-Secretary-General; ASG, Assistant Secretary-General.

Note: Shaded steps will be granted biennially.

B. Staff assessment rates to be used with the unified salary scale

(United States dollars)

<i>Bracket</i>		<i>Bracket size</i>	<i>Tax percentage</i>
<i>From</i>	<i>To</i>		
–	50 000	50 000	17
50 000	100 000	50 000	24
100 000	150 000	50 000	30
150 000	Upward	–	34

C. Proposed pensionable remuneration scale after the introduction of a unified salary scale

(Effective 1 January 2017, subject to revision)

(United States dollars)

<i>Level</i>	<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>	<i>VI</i>	<i>VII</i>	<i>VIII</i>	<i>IX</i>	<i>X</i>	<i>XI</i>	<i>XII</i>	<i>XIII</i>
USG	301 443	–	–	–	–	–	–	–	–	–	–	–	–
ASG	278 617	–	–	–	–	–	–	–	–	–	–	–	–
D-2	226 417	231 676	236 943	242 208	247 468	252 732	257 995	263 258	268 520	273 781	–	–	–
D-1	201 410	205 868	210 577	214 896	219 215	223 524	227 842	232 374	237 003	241 629	246 248	250 418	254 870
P-5	175 226	178 897	182 568	186 245	189 915	193 588	197 258	200 934	204 605	208 278	211 951	215 632	219 569
P-4	143 031	146 571	150 103	153 637	157 180	160 711	164 248	167 788	171 321	174 854	178 387	181 935	185 465
P-3	117 554	120 559	123 558	126 554	129 559	132 557	135 557	138 562	141 702	144 985	148 264	151 543	154 825
P-2	91 077	93 761	96 441	99 131	101 810	104 495	107 179	109 862	112 545	115 226	117 913	120 597	123 276
P-1	69 933	72 211	74 489	76 766	79 044	81 322	83 600	85 878	88 156	90 434	92 711	94 989	97 267

Abbreviations: USG, Under-Secretary-General; ASG, Assistant Secretary-General.

D. Grade and step matching at the time of transitioning to unified scale

Grade	<i>Proposed</i>		Grade	<i>Proposed</i>		Grade	<i>Proposed</i>		Grade	<i>Proposed</i>		Grade	<i>Proposed</i>		Grade	<i>Proposed</i>	
	<i>Present step (Present D)</i>	<i>(Present S)</i>		<i>Present step (Present D)</i>	<i>(Present S)</i>		<i>Present step (Present D)</i>	<i>(Present S)</i>		<i>Present step (Present D)</i>	<i>(Present S)</i>		<i>Present step (Present D)</i>	<i>(Present S)</i>		<i>Present step (Present D)</i>	<i>(Present S)</i>
P-1	1	4	4	P-2	11	13	13	P-4	4	4	4	P-5	9	9	8		
P-1	2	5	5	P-2	12	PP1 ^a	PP1 ^a	P-4	5	5	5	P-5	10	10	9		
P-1	3	6	6	P-3	1	1	1	P-4	6	6	6	P-5	11	11	10		
P-1	4	7	7	P-3	2	2	2	P-4	7	7	7	P-5	12	12	11		
P-1	5	8	8	P-3	3	3	3	P-4	8	8	8	P-5	13	13	12		
P-1	6	9	9	P-3	4	4	4	P-4	9	9	9	D-1	1	3	2		
P-1	7	11	10	P-3	5	5	5	P-4	10	10	10	D-1	2	4	3		
P-1	8	12	11	P-3	6	6	6	P-4	11	11	11	D-1	3	5	4		
P-1	9	13	13	P-3	7	7	7	P-4	12	12	11	D-1	4	6	5		
P-1	10	PP1 ^a	PP1 ^a	P-3	8	8	8	P-4	13	13	12	D-1	5	7	6		
P-2	1	3	3	P-3	9	9	9	P-4	14	PP1 ^a	13	D-1	6	8	7		
P-2	2	4	4	P-3	10	10	10	P-4	15	PP2 ^a	PP1 ^a	D-1	7	9	8		
P-2	3	5	5	P-3	11	11	11	P-5	1	1	1	D-1	8	10	9		
P-2	4	6	6	P-3	12	12	12	P-5	2	2	2	D-1	9	11	10		
P-2	5	7	7	P-3	13	13	13	P-5	3	3	3	D-2	1	2	1		
P-2	6	8	8	P-3	14	PP1 ^a	PP1 ^a	P-5	4	4	4	D-2	2	3	2		
P-2	7	9	9	P-3	15	PP2 ^a	PP2 ^a	P-5	5	5	4	D-2	3	4	3		
P-2	8	10	10	P-4	1	1	1	P-5	6	6	5	D-2	4	5	4		
P-2	9	11	11	P-4	2	2	2	P-5	7	7	6	D-2	5	6	5		
P-2	10	12	12	P-4	3	3	3	P-5	8	8	7	D-2	6	7	6		

Abbreviations: D, dependency status; S, single status.

^a Salaries and pensionable remuneration to be maintained by the International Civil Service Commission. See Appendix I.E and I.F below

E. Pay points for staff beyond the maximum salaries on the unified salary scale

(Effective 1 January 2017, subject to revision)

(United States dollars)

<i>Level</i>	<i>PP1</i>	<i>PP2</i>
P-4	89 714	91 236
P-3	76 299	77 707
P-2	61 936	N/A
P-1	49 532	N/A

F. Pensionable remuneration associated with pay points for staff beyond the maximum salaries on the unified salary scale

(Effective 1 January 2017, subject to revision)

(United States dollars)

<i>Level</i>	<i>PP1</i>	<i>PP2</i>
P-4	189 002	192 540
P-3	158 104	161 384
P-2	125 962	N/A
P-1	98 313	N/A