

WIPO



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WORLD INTELLECTUAL PROPERTY ORGANIZATION

COORDINATION COMMITTEE

Thirty-First Session (24th Ordinary)
Geneva, September 20 to 29, 1993

STAFF MATTERS

Memorandum of the Director General

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I. AMENDMENTS TO THE STAFF REGULATIONS AND RULES

A. AMENDMENTS TO THE STAFF REGULATIONS PROVISIONALLY DECREED AND APPLIED UNDER STAFF REGULATION 12.1

Scale of Pensionable Remuneration for the Professional and Higher Categories - Regulation 3.15(a)

1. With effect from November 1, 1992, the net remuneration of staff in the Professional and higher categories in New York increased by 4.6% (rounded figure). In accordance with Article 54(b) of the Regulations of the United Nations Joint Staff Pension Fund, the scale of pensionable remuneration for the said categories of staff was adjusted by the same percentage with effect from the same date.

2. The revised scale of pensionable remuneration for the Professional and Special categories is reproduced in Annex I.

Dependency allowances for the Professional and Higher Categories - Regulation 3.12(A)

3. With effect from January 1, 1993, the General Assembly of the United Nations approved (resolution 47/216 of December 23, 1992) an increase of 21 per cent in the allowance payable in respect of a dependent child to staff members in the Professional and higher categories (i.e., for Geneva, an increase from 2,037 Swiss francs to 2,465 Swiss francs per annum) and an increase of 50 per cent in the allowance payable to staff members in the said category in respect of a secondary dependant (i.e., for Geneva, an increase from 732 Swiss francs to 1,098 Swiss francs per annum).

4. The corresponding amendment to Staff Regulation 3.12 (Dependency Allowances) is reproduced in Annex II.

Salaries for the Professional and Higher Categories - Regulation 3.1

5. With effect from March 1, 1993, the General Assembly of the United Nations approved (also by resolution 47/216) a revised salary scale for staff members in the Professional and higher categories, resulting in a 6.9 per cent increase in net salaries, through the consolidation, on a no-gain no-loss basis, of the corresponding amount of post adjustment.

6. The corresponding amendment to Staff Regulation 3.1 (salary scale for the Professional and Special categories) is reproduced in Annex III.

Internal Taxation for the Professional and Higher Categories -
Regulation 3.16bis(a)

7. Together with the revised salary scale referred to in paragraph 5 above, the General Assembly of the United Nations approved, also with effect from March 1, 1993, related changes in the rates of internal taxation used to derive net salaries from gross salaries for staff members in the Professional and higher categories with neither a dependent spouse nor a dependent child.

8. The corresponding amendment to Staff Regulation 3.16bis (Internal Taxation) is reproduced in Annex IV.

Salaries and Dependency Allowances for the General Service Category -
Regulations 3.1 and 3.12(B)

9. The methodology approved by the International Civil Service Commission (ICSC) provides for periodic adjustments, between salary surveys, to the salary scale and dependency allowances for staff in the General Service category, depending, as concerns salaries of General Service staff in Geneva, on changes in the consumer price index for Geneva and, as concerns dependency allowances for General Service staff in Geneva, on modifications made to the Geneva Canton scales of income taxes and dependency allowances. The latest adjustments took effect on January 1, 1993, and resulted in an increase over the existing scale of 3.16 per cent in net salaries and from 1.34 per cent to 3.2 per cent in the various dependency allowances.

10. The corresponding amendments to Staff Regulations 3.1 (salary scale for the General Service category) and 3.12 (Dependency Allowances) are reproduced in Annexes V and VI.

B. AMENDMENTS TO THE STAFF RULES UNDER STAFF REGULATION 12.2

Salary on promotion - Rule 3.4.2(3)

11. The Coordination Committee approved, at its thirtieth session in September 1992, an amendment to Staff Regulation 3.4 providing for a shortening of the interval between within-grade salary increases for staff members in the Professional and Special categories. A consequential amendment was made with effect from October 1, 1992, to the last sentence of Staff Rule 3.4.2(3), regarding the date of the first salary increment following a promotion.

12. The said amendment to Staff Rule 3.4.2 (Salary on Promotion) is reproduced in Annex VII.

Travel Subsistence Allowance - Rule 7.1.14(a)

13. The Coordination Committee approved at its thirtieth session in September 1992, amendments to Staff Regulations 2.1 and 3.1, introducing the grade of Assistant Director General and fixing the remuneration for the Deputy Director General and Assistant Director General grades. A consequential amendment was made to Staff Rule 7.1.14(a), with effect from October 1, 1992, regarding the rates of travel subsistence allowance applicable to those grades.

14. The said amendment to Staff Rule 7.1.14 (Travel Subsistence Allowance) is reproduced in Annex VIII.

Education Grant - Rule 3.11.1

15. With effect from the scholastic year in progress on January 1, 1993, the General Assembly of the United Nations approved (also by resolution 47/216) increases in the maximum amount of the education grant and in the lump sum in respect of boarding expenses, where education-related expenses are incurred in Finnish marks, Italian lira, Netherlands guilders or United Kingdom pounds, as well as for the United States dollar area.

16. The corresponding amendment to Staff Regulation 3.11.1 (Education Grant) is reproduced in Annex IX.

Terminal Expenses - Rule 7.1.12(a), (b) and (c)

17. With effect from January 1, 1993, Staff Rule 7.1.12 was amended in order to align the rates applied by WIPO for the payment of terminal expenses with new rates which came into effect in the United Nations and other organizations of the United Nations common system.

18. The corresponding amendments to Staff Rule 7.1.12 (Terminal Expenses) are reproduced in Annex X.

19. The WIPO Coordination Committee is invited:

(i) to approve the amendments to the Staff Regulations provisionally decreed and applied by the Director General (paragraphs 1 to 10, above);
and

(ii) to note the amendments to the Staff Rules reported in paragraphs 11 to 18, above.

II. INTERNATIONAL CIVIL SERVICE COMMISSION

20. Under article 17 of its statute, the ICSC is required to submit an annual report to the General Assembly of the United Nations. The executive heads of the other organizations of the United Nations system of organizations are required to transmit the said report to the governing organs of their organizations. The seventeenth and eighteenth annual reports were submitted by the ICSC to the 46th (1991) and 47th (1992) sessions of the General Assembly of the United Nations (documents A/46/30 and A/47/30, respectively). Since those reports were included in the documentation of the said sessions of the General Assembly of the United Nations, they are not reproduced here; however, copies are available for consultation by any delegation which so wishes.

21. At its thirtieth session, the WIPO Coordination Committee noted with approval the intention of the Director General to request the ICSC to review the question of the difference of working hours of Professional staff between Geneva and the base city of the common system (New York) and to make recommendations as to how that difference of working hours could be taken into account in the determination of Professional remuneration of WIPO Professional staff (see document WO/CC/XXX/4, paragraph 15, and document WO/CC/XXX/6, paragraph 29). The Director General so requested the ICSC in a letter addressed to its Chairman on October 22, 1992. An item entitled "Relationship Between Hours of Work and Remuneration" has been included on the provisional agenda of the 38th session of the ICSC which will take place from July 15 to August 3, 1993. The Coordination Committee will be apprised, in a supplement to this document, of the deliberations of the ICSC on this item and of any conclusions reached, or recommendations formulated, by the ICSC in respect thereto.

22. The WIPO Coordination Committee is invited to note the information contained in paragraphs 20 and 21, above.

III. UNITED NATIONS JOINT STAFF PENSION BOARD

23. Under article 14(a) of the Regulations of the United Nations Joint Staff Pension Fund, the United Nations Joint Staff Pension Board is required to present a report annually to the General Assembly of the United Nations and to the organizations members of the said Fund. The 1991 and 1992 reports were presented by the Board of the said Fund to the General Assembly of the United Nations at its 46th (1991) and 47th (1992) sessions (documents A/46/9 and A/47/9, respectively). Since those reports were included in the documentation of the said sessions of the General Assembly of the United Nations, they are not reproduced here; however, copies are available for consultation by any delegation which so wishes.

24. The WIPO Coordination Committee is invited to note the information contained in the preceding paragraph.

[The list of annexes follows]

LIST OF ANNEXES

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[Annex I follows]

ANNEX I

AMENDMENTS TO THE STAFF REGULATIONS

Pensionable Remuneration for the Professional and Special Categories
(Regulation 3.15(a))

Catégories professionnelle et spéciale / Professional and Special Categories

Barème en vigueur à partir du 1er mars 1992 / Scale in force as from March 1, 1992

(montants annuels en dollars EU / annual amounts in US dollars)

Grade	ECH. 1 STEP 1	ECH. 2 STEP 2	ECH. 3 STEP 3	ECH. 4 STEP 4	ECH. 5 STEP 5	ECH. 6 STEP 6	ECH. 7 STEP 7	ECH. 8 STEP 8	ECH. 9 STEP 9	ECH. 10 STEP 10	ECH. 11 STEP 11	ECH. 12 STEP 12	ECH. 13 STEP 13	ECH. 14 STEP 14	ECH. 15 STEP 15
P.1 G	38599	39924	41097	42294	43613	44796	46214	48062	49621	51044					
P.1 D	30638	31856	33072	34290	35524	36781	38041	39298	40556	41815					
P.1 S	23339	24082	24824	25567	26309	27051	27794	28536	29278	30021					
P.2 G	49223	50796	52285	53882	55477	56932	58517	60377	62137	63728	64962	66222			
P.2 D	40903	42214	43522	44832	46181	47535	48891	50246	51602	52956	54311	55691			
P.2 S	29483	30256	31028	31801	32573	33345	34118	34890	35663	36435	37207	37980			
P.3 G	60902	62794	64621	66365	68164	69940	71832	74095	75579	77578	79045	80789	82595	84441	86329
P.3 D	51421	52937	54453	56002	57573	59142	60713	62284	63855	65433	67031	68631	70230	71830	73430
P.3 S	35560	36424	37288	38151	39015	39878	40742	41606	42470	43334	44197	45061	45924	46788	47652
P.4 G	74327	76297	78255	80121	82150	84103	86088	88289	90309	92451	93880	95902	97967	100077	102233
P.4 D	63635	65313	67015	68717	70420	72122	73824	75528	77230	78931	80645	82383	84117	85851	87587
P.4 S	42349	43269	44188	45107	46027	46946	47865	48785	49704	50623	51542	52463	53382	54301	55221
P.5 G	90409	92481	94465	96487	98581	100523	102592	104980	107117	109122	111165	113245	115364		
P.5 D	78037	79783	81558	83338	85117	86894	88674	90453	92230	94009	95789	97566	99345		
P.5 S	50140	51083	52026	52969	53912	54854	55797	56740	57682	58625	59568	60510	61453		
D.1 G	101845	104153	106509	108818	111181	113525	115794	118109	120469						
D.1 D	89026	90992	92958	94923	96889	98855	100837	102840	104842						
D.1 S	59884	57026	58068	59109	60151	61193	62235	63277	64318						
D.2 G	115512	118285	120898	123612	126387	129224									
D.2 D	101163	103504	105844	108183	110523	112863									
D.2 S	62405	63622	64839	66055	67272	68489									
D.3 S	58382	59388	60394	61400	62406										

P = rémunération considérée aux fins de la pension (art. 3.15), en vigueur à partir du 1er novembre 1992 / pensionable remuneration (Reg. 3.15), in force as from November 1, 1992

G = traitements bruts : base de l'imposition interne (art. 3.16bis) / gross salaries: basis for internal taxation (Reg. 3.16bis)

D = traitements nets : fonctionnaires avec conjoint et/ou enfant(s) à charge / net salaries: staff members with dependent spouse and/or dependent children

S = traitements nets : fonctionnaires sans conjoint ni enfant à charge / net salaries: staff members without dependent spouse and without dependent child

AMENDMENTS TO THE STAFF REGULATIONS

Dependency Allowances for the Professional and Higher Categories
(Regulation 3.12(A))

Former Text

(A) Staff Members in the Professional and Higher Categories

Staff members in the Professional and higher categories shall be entitled to the following non-pensionable allowances under the conditions set forth below:

(a) 2,037 Swiss francs per annum in respect of each dependent child, except that the allowance shall not be paid in respect of the first dependent child if the staff member has no dependent spouse.

(b) In addition to any amount payable pursuant to paragraph (a) above, 2,037 Swiss francs per annum in respect of a child who is determined to be physically or mentally disabled either permanently or for a period expected to be of long duration.

(c) The allowance provided for under paragraph (a) above, increased, where applicable, by the amount of the allowance provided for under paragraph (b) above, shall be reduced by the amount of any other dependency allowance received in respect of the same child, from the International Bureau or a source other than the International Bureau, by the staff member or the staff member's spouse.

(d) Where there is no dependent spouse, 300 US dollars per annum in respect of one of the following persons: a dependent parent, a dependent brother or a dependent sister.

(e) Notwithstanding Staff Regulation 0.2, the exchange rate used for calculating the Swiss franc amount of the allowance mentioned in paragraph (d), above, shall not be less than 2.44 Swiss francs per US dollar.

Present Text

(A) Staff Members in the Professional and Higher Categories

Staff members in the Professional and higher categories shall be entitled to the following non-pensionable allowances under the conditions set forth below:

(a) 2,465 Swiss francs per annum in respect of each dependent child, except that the allowance shall not be paid in respect of the first dependent child if the staff member has no dependent spouse.

(b) In addition to any amount payable pursuant to paragraph (a) above, 2,465 Swiss francs per annum in respect of a child who is determined to be physically or mentally disabled either permanently or for a period expected to be of long duration.

(c) [No change]

(d) Where there is no dependent spouse, 1,098 Swiss francs per annum in respect of one of the following persons: a dependent parent, a dependent brother or a dependent sister.

(e) [Deleted]

[Annex III follows]

AMENDMENTS TO THE STAFF REGULATIONS

Salary scale for the Professional and Special Categories
(Regulation 3.1)

Catégories professionnelle et spéciale / Professional and Special Categories

Barème en vigueur à partir du 1er mars 1993 / Scale in force as from March 1, 1993

(montants annuels en dollars EU / annual amounts in US dollars)

Grade	ECH. 1 STEP 1	ECH. 2 STEP 2	ECH. 3 STEP 3	ECH. 4 STEP 4	ECH. 5 STEP 5	ECH. 6 STEP 6	ECH. 7 STEP 7	ECH. 8 STEP 8	ECH. 9 STEP 9	ECH. 10 STEP 10	ECH. 11 STEP 11	ECH. 12 STEP 12	ECH. 13 STEP 13	ECH. 14 STEP 14	ECH. 15 STEP 15
P	38599	39924	41097	42294	43613	44796	46214	48062	49621	51044					
P.1 G	33277	34580	35910	37256	38600	39944	41292	42638	43980	45337					
P.1 D	24649	25744	26537	27331	28124	28917	29712	30505	31298	32092					
P.1 S	23965	24259	25028	25758	26486	27215	27945	28674	29402	30130					
P	49223	50796	52285	53882	55477	56932	58517	60377	62137	63728	64962	66222			
P.2 G	44351	45779	47226	48675	50123	51572	53021	54468	55953	57453	58953	60456			
P.2 D	31517	32344	33169	33995	34820	35646	36472	37297	38124	38949	39774	40601			
P.2 S	29603	30359	31110	31862	32614	33366	34118	34869	35620	36367	37114	37862			
P	60902	62794	64621	66365	68164	69940	71832	74095	75579	77578	79045	80789	82595	84441	86329
P.3 G	55253	57431	59111	60787	62467	64145	65839	67550	69259	70970	72680	74389	76098	77807	79519
P.3 D	38014	38937	39861	40785	41707	42630	43553	44477	45400	46324	47247	48170	49093	50016	50940
P.3 S	35520	36356	37192	38027	38864	39699	40538	41380	42220	43062	43904	44744	45585	46426	47268
P	74327	76297	78255	80121	82150	84103	86088	88289	90309	92451	93880	95902	97967	100077	102233
P.4 G	69020	70843	72661	74480	76302	78120	79941	81794	83649	85502	87355	89213	91066	92921	94775
P.4 D	45271	46255	47237	48219	49203	50185	51168	52151	53134	54116	55098	56083	57065	58048	59031
P.4 S	42103	43000	43894	44789	45686	46580	47476	48363	49249	50135	51021	51909	52795	53681	54567
P	90409	92481	94465	96487	98581	100523	102592	104980	107117	109122	111165	113245	115364		
P.5 G	84528	86430	88332	90234	92136	94036	95938	97840	99740	101673	103612	105548	107487		
P.5 D	53600	54608	55616	56624	57632	58639	59647	60655	61662	62670	63678	64685	65693		
P.5 S	49669	50579	51488	52397	53306	54214	55123	56033	56941	57794	58640	59484	60329		
D.1 G	101845	104153	106509	108818	111181	113525	115794	118109	120469						
D.1 D	96315	98417	100529	102667	104810	106952	109094	111237	113377						
D.1 S	59847	60961	62075	63187	64301	65415	66529	67643	68756						
D.2 G	115512	118285	120898	123612	126387	129224									
D.2 D	109444	111946	114448	116948	119450	121952									
D.2 S	66711	68012	69313	70613	71914	73215									
D.3 S	61183	62273	63364	64454	65545	66636									

P = rémunération considérée aux fins de la pension (art. 3.15), en vigueur à partir du 1er novembre 1992 / pensionable remuneration (Reg. 3.15), in force as from November 1, 1992

G = traitements bruts : base de l'imposition interne (art. 3.16bis) / gross salaries: basis for internal taxation (Reg. 3.16bis)

D = traitements nets : fonctionnaires avec conjoint et/ou enfant(s) à charge / net salaries: staff members with dependent spouse and/or dependent children

S = traitements nets : fonctionnaires sans conjoint ni enfant à charge / net salaries: staff members without dependent spouse and without dependent child

ANNEX IV

AMENDMENTS TO THE STAFF REGULATIONS

Internal Taxation
(Regulation 3.16bis(a))

Former Text

Each staff member shall be subject to internal taxation at the following rates:

(a) For staff members in the Professional category and above:

(1) Tax rates used in conjunction with gross salaries		(per cent)
Assessable amounts (in US dollars)	"Dependency rates"	"Single rates"
first \$15,000 per year	13.0	17.3
next \$ 5,000 per year	31.0	34.3
next \$ 5,000 per year	34.0	38.5
next \$ 5,000 per year	37.0	41.8
next \$ 5,000 per year	39.0	43.8
next \$10,000 per year	41.0	45.9
next \$10,000 per year	43.0	48.1
next \$10,000 per year	45.0	50.4
next \$15,000 per year	46.0	51.0
next \$20,000 per year	47.0	52.6
remaining assessable amounts	48.0	57.0

The "dependency rates" shall apply to any staff member to whom the dependency rate of post adjustment applies under Regulation 3.5, and the "single rates" shall apply to any staff member to whom the single rate of post adjustment applies under the said Regulation.

Present Text

Each staff member shall be subject to internal taxation at the following rates:

(a) For staff members in the Professional category and above:

(1) Tax rates used in conjunction with gross salaries		(per cent)
Assessable amounts (in US dollars)	"Dependency rates"	"Single rates"
first \$15,000 per year	13.0	17.1
next \$ 5,000 per year	31.0	34.2
next \$ 5,000 per year	34.0	38.4
next \$ 5,000 per year	37.0	41.7
next \$ 5,000 per year	39.0	43.7
next \$10,000 per year	41.0	45.8
next \$10,000 per year	43.0	48.1
next \$10,000 per year	45.0	50.2
next \$15,000 per year	46.0	50.8
next \$20,000 per year	47.0	52.2
remaining assessable amounts	48.0	56.4

The "dependency rates" shall apply to any staff member to whom the dependency rate of post adjustment applies under Regulation 3.5, and the "single rates" shall apply to any staff member to whom the single rate of post adjustment applies under the said Regulation.

[Annex V follows]

ANNEX V

AMENDMENTS TO THE STAFF REGULATIONS

Salary Scale for the General Service Category
(Regulation 3.1)

Catégorie des services généraux / General Service category

Traitements en vigueur à partir du : 1er janvier 1993

Salaries in force as from: January 1, 1993

(montants annuels en francs suisses /
annual amounts in Swiss francs)

Grade	Augmen- tation annuelle Annual incre- ment	ECH. 1 STEP 1	ECH. 2 STEP 2	ECH. 3 STEP 3	ECH. 4 STEP 4	ECH. 5 STEP 5	ECH. 6 STEP 6	ECH. 7 STEP 7	ECH. 8 STEP 8	ECH. 9 STEP 9	ECH. 10 STEP 10	ECH. 11 STEP 11
G.1	1) 1520 2) 46063	60292 47583	62360 47583	64428 49103	66507 50623	68589 52143	70672 53663	72754 55183	74836 56703	76924 58223	79020 59743	81117 61263
G.2	1) 1655 2) 50212	65944 51867	68211 51867	70478 53522	72746 55177	75013 56832	77288 58487	79570 60142	81853 61797	84136 63452	86419 65107	88710 66762
G.3	1) 1808 2) 54721	72121 56529	74598 56529	77081 58337	79575 60145	82068 61953	84562 63761	87056 65569	89565 67377	92076 69185	94587 70993	97098 72801
G.4	1) 1968 2) 59690	78947 61658	81662 61658	84376 63626	87090 65594	89822 67562	92555 69530	95288 71498	98022 73466	100784 75434	103556 77402	106327 79370
G.5	1) 2155 2) 65319	86711 67474	89699 67474	92692 69629	95685 71784	98678 73939	101713 76094	104749 78249	107784 80404	110819 82559	113854 84714	116889 86869
G.6	1) 2360 2) 71526	95327 73886	98605 73886	101927 76246	105251 78606	108575 80966	111899 83326	115223 85686	118547 88046	121871 90406	125195 92766	128519 95126
G.7	1) 2584 2) 78324	104854 80908	108494 80908	112133 83492	115773 86076	119412 88660	123051 91244	126691 93828	130330 96412	133970 98996	137609 101580	141249 104164

1) Traitements bruts : élément de la rémunération considérée aux fins de la pension et base de

l'imposition interne (art. 3.16bis)

Gross salaries: component of pensionable remuneration and basis for internal taxation (Reg. 3.16bis)

2) Traitements nets (art. 3.1) / Net salaries (Reg. 3.1).

[Annex VI follows]

AMENDMENTS TO THE STAFF REGULATIONS

Dependency Allowances for the General Service Category
(Regulation 3.12(B))

Former Text

(B) Staff Members in the General Service Category

Staff members in the General Service category shall be entitled to the following non-pensionable allowances under the conditions set forth below:

- (a) 5,670 Swiss francs per annum in respect of a dependent spouse, subject to the application of Regulation 3.2(a).
- (b) 3,366 Swiss francs per annum in respect of each dependent child.
- (c) Where there is no spouse, the allowance in respect of the first dependent child shall be 8,536 Swiss francs per annum.
- (d) In addition to any amount payable pursuant to paragraph (b) or (c) above, 3,366 Swiss francs per annum in respect of a child who is determined to be physically or mentally disabled either permanently or for a period expected to be of long duration.
- (e) The allowances provided for under paragraphs (b) and (c) above, increased, where applicable, by the amount of the allowance provided for under paragraph (d) above, shall be reduced by the amount of any other dependency allowance received in respect of the same child, from the International Bureau or a source other than the International Bureau, by the staff member or the staff member's spouse.
- (f) Where there is no dependent spouse, 1,407 Swiss francs per annum in respect of one of the following persons: a dependent parent, a dependent brother or a dependent sister.
- (g) Locally recruited staff members in the General Service category may be eligible for the reimbursement of the education levy applied by the Canton of Geneva, under conditions established by Office Instruction.

Present Text

(B) Staff Members in the General Service Category

Staff members in the General Service category shall be entitled to the following non-pensionable allowances under the conditions set forth below:

- (a) 5,844 Swiss francs per annum in respect of a dependent spouse, subject to the application of Regulation 3.2(a).
- (b) 3,411 Swiss francs per annum in respect of each dependent child.
- (c) Where there is no spouse, the allowance in respect of the first dependent child shall be 8,755 Swiss francs per annum.
- (d) In addition to any amount payable pursuant to paragraph (b) or (c) above, 3,411 Swiss francs per annum in respect of a child who is determined to be physically or mentally disabled either permanently or for a period expected to be of long duration.
- (e) [No change]
- (f) Where there is no dependent spouse, 1,452 Swiss francs per annum in respect of one of the following persons: a dependent parent, a dependent brother or a dependent sister.
- (g) [No change]

ANNEX VII

AMENDMENTS TO THE STAFF RULES

Salary on Promotion
(Rule 3.4.2(3))

Former Text

The salaries of promoted staff members shall be calculated in the following manner:

(1) For staff members in the General Service category, during the year following promotion, the salary of a staff member in continuous service shall be so determined that he receives, in addition to the sum which he would have received if he had not been promoted, an amount corresponding to one step of his new grade; however, if the salary at the first step of the new grade gives him a greater increase, he shall be entitled to that salary. The step and the date of the periodical salary increment in the higher grade shall be fixed accordingly.

(2) If, as a result of promotion, a staff member loses his entitlement to non-resident allowance or language allowance, the amount involved shall be added to the salary which he received prior to promotion in order to determine, in accordance with paragraph (1) above, the step to which he is entitled and the date of his next periodical salary increment.

(3) For staff members in the Professional and higher categories, the step of a promoted staff member shall be the lowest in his new grade which will provide an increase in salary at least equal to that which would have resulted from the granting of two steps in his old grade. The date of the periodical salary increment in the higher grade shall be the anniversary date of the promotion.

Present Text

The salaries of promoted staff members shall be calculated in the following manner:

(1) [No change]

(2) [No change]

(3) For staff members in the Professional and higher categories, the step of a promoted staff member shall be the lowest in his new grade which will provide an increase in salary at least equal to that which would have resulted from the granting of two steps in his old grade. Subject to Regulation 3.4(b), the date of the periodical salary increment in the higher grade shall be the anniversary date of the promotion.

[Annex VIII follows]

AMENDMENTS TO THE STAFF RULES

Travel Subsistence Allowance
(Rule 7.1.14(a))

Former Text

(a) A staff member authorized to travel at the expense of the International Bureau shall, except during travel by sea, receive a subsistence allowance. The latter shall vary according to the category of the post to which the staff member is assigned and is determined according to the areas which he is to visit on the basis of the schedule established for that purpose by the International Civil Service Commission (subject to the application of a special rate in accordance with Rule 7.1.15).

(1) The rates indicated in the afore-mentioned schedule shall apply to staff members in the Professional and General service categories.

(2) The rates applicable to staff members in the Special category shall be the same as those established by the United Nations for the said category.

(3) The rates applicable to Deputy Directors General shall be the same as those established by the United Nations for Assistant Secretaries-General.

(4) The rates applicable to the Director General shall correspond to those established by the United Nations for Under-Secretaries-General, plus 9.45%.

Present Text

(a) [No change]

(1) [No change]

(2) [No change]

(3) The rates applicable to Assistant Directors General shall be the same as those established by the United Nations for Assistant Secretaries-General.

(4) The rates applicable to Deputy Directors General shall be the same as those established by the United Nations for Under-Secretaries-General.

(5) The rates applicable to the Director General shall correspond to those established by the United Nations for Under-Secretaries-General, plus 9.45%.

[Annex IX follows]

ANNEX IX

AMENDMENTS TO THE STAFF RULES

Education Grant
(Rule 3.11.1)

AMOUNTS APPLICABLE FOR THE PURPOSES OF THE EDUCATION GRANT

Currency	Maximum amount of admissible expenses	Maximum education grant	Lump sum in respect of boarding expenses	Maximum special education grant
Austrian schilling	152,100	114,075	33,800	152,100
Belgian franc	423,000	317,250	94,000	423,000
CFA franc	3,060,000	2,295,000	680,000	3,060,000
Danish kroner	77,400	58,050	17,200	77,400
Finnish mark	54,000	40,500	12,000	54,000
French franc	61,200	45,900	13,600	61,200
German mark	26,395	19,800	5,867	26,395
Irish pound	6,561	4,921	1,458	6,561
Italian lira	18,000,000	13,500,000	4,000,000	18,000,000
Japanese yen	2,115,000	1,586,250	470,000	2,115,000
Luxembourg franc	423,000	317,250	94,000	423,000
Netherlands guilder	27,000	20,250	6,000	27,000
Norwegian kroner	63,900	47,925	14,200	63,900
Spanish peseta	1,429,740	1,072,500	317,778	1,429,740
Swedish kronor	66,600	49,950	14,800	66,600
Swiss franc	18,270	13,703	4,060	18,270
United Kingdom pound	9,000	6,750	2,000	9,000
United States dollar (applicable to the United States of America and all other countries whose currencies are not listed above)	13,000	9,750	2,900	13,000

The above amounts apply to expenses incurred in countries whose currencies are indicated above, except that the amounts shown for the United States dollar apply to expenses incurred in the United States of America and in all countries whose currencies are not listed above. Should, however, the amount of the grant resulting from the application of the above table be lower than the amount resulting from the application of Staff Rule 3.11.1 according to its tenor on December 31, 1990, the latter amount shall apply.

[Annex X follows]

ANNEX X

AMENDMENTS TO THE STAFF RULES

Terminal Expenses

(Rule 7.1.12(a), (b) and (c))

Former Text

- (a) A staff member travelling to or from the headquarters of the International Bureau may claim 60 Swiss francs for himself and 20 Swiss francs for each of his dependants to cover terminal expenses for any authorized outward or return journey. Where a journey to or from Geneva involves a number of official stopovers, the point most distant from Geneva shall be regarded as the terminal point. This terminal expenses allowance is deemed to cover expenditure for taxis or other means of public conveyance, transfer of baggage and all other incidental expenses at the points of departure and arrival except the cost of forwarding to the place of residence any authorized heavy baggage which may not be carried in a public conveyance.
- (b) Any necessary and reasonable terminal expenses as defined in paragraph (a) above which are incurred during travel between terminals other than those indicated in that paragraph may be reimbursed up to a maximum of 60 Swiss francs for a staff member and 20 Swiss francs for each of his dependants.
- (c) At official stopovers, reimbursement of expenses as described in paragraph (a) above may be claimed up to a maximum of 60 Swiss francs for a staff member and 20 Swiss francs for each of his dependants.
- (d) Deleted

Present Text

- (a) A staff member travelling to or from the headquarters of the International Bureau may claim 80 Swiss francs for himself and 27 Swiss francs for each of his dependants to cover terminal expenses for any authorized outward or return journey. Where a journey to or from Geneva involves a number of official stopovers, the point most distant from Geneva shall be regarded as the terminal point. This terminal expenses allowance is deemed to cover expenditure for taxis or other means of public conveyance, transfer of baggage and all other incidental expenses at the points of departure and arrival except the cost of forwarding to the place of residence any authorized heavy baggage which may not be carried in a public conveyance.
- (b) Any necessary and reasonable terminal expenses as defined in paragraph (a) above which are incurred during travel between terminals other than those indicated in that paragraph may be reimbursed up to a maximum of 80 Swiss francs for a staff member and 27 Swiss francs for each of his dependants.
- (c) At official stopovers, reimbursement of expenses as described in paragraph (a) above may be claimed up to a maximum of 80 Swiss francs for a staff member and 27 Swiss francs for each of his dependants.
- (d) Deleted

[End of Annex X and of document]