

BUREAUX INTERNATIONAUX  
RÉUNIS POUR LA PROTECTION  
DE LA PROPRIÉTÉ INTELLECTUELLE  
GENÈVE, SUISSE

# BIRPI

UNITED INTERNATIONAL  
BUREAUX FOR THE PROTECTION  
OF INTELLECTUAL PROPERTY  
GENEVA, SWITZERLAND

## COMITÉ DE COORDINATION INTERUNIONS, SIXIÈME SESSION INTERUNION COORDINATION COMMITTEE, SIXTH SESSION

(Genève, 24-27 septembre 1968)  
(Geneva, September 24 to 27, 1968)

### REPORT ON STAFF MATTERS

#### Contents

	<u>Paragraphs</u>
<u>COMPOSITION OF THE SECRETARIAT</u>	
Number and Geographical Distribution of Staff ...	1
<u>AMENDMENTS TO THE STAFF REGULATIONS</u>	
Preliminary Remarks .....	2 to 4
Amendments Effected .....	5 to 13
<u>PENSIONS</u>	
Cost-of-Living Increases .....	14 and 15
<u>MEDICAL SERVICE</u>	
Affiliation with the United Nations "Joint Medical Service" .....	16
(Views of the Committee)	17

COMPOSITION OF THE SECRETARIAT

Number and Geographical Distribution of Staff

1. On July 1, 1968, the BIRPI staff comprised 82 officials. The following table indicates the distribution of staff at that date according to category and nationality.

	Director	Deputy Director	Special Category	Professional Category	General Service Category	Total
Austria	-	-	-	-	1	1
France	-	1	-	4	9	14
Germany	-	-	-	1	2	3
Greece	-	-	-	-	1	1
Iran	-	-	-	-	1	1
Ireland	-	-	-	1	-	1
Italy	-	-	-	-	2	2
Netherlands	1	-	-	-	-	1
Pakistan	-	-	-	1	-	1
Portugal	-	-	-	1	-	1
South Africa	-	-	-	-	1	1

	Director	Deputy Director	Special Category	Professional Category	General Service Category	Total
Spain	-	-	-	1	1	2
Switzerland	-	-	-	7	33	40
United Kingdom	-	-	1	4	3	8
United States of America	-	1	-	2	-	3
U.S.S.R.	-	-	-	1	-	1
Yugoslavia	-	-	-	1	-	1
TOTAL	1	2	1	24	54	82

AMENDMENTS TO THE STAFF REGULATIONS AND STAFF RULESPreliminary Remarks

2. Article 12.1 of the Staff Regulations provides that the Government of the Swiss Confederation may add to or amend the articles of those Regulations and that the advice of the Interunion Coordination Committee is first to be sought, as long as this does not unduly delay such modification; otherwise, the Committee is to be informed of any amendments at its first meeting following the promulgation of new provisions.
3. Article 12.2(a) of the Staff Regulations states that the Director may amend the Staff Rules after having consulted the Federal Political Department. According to Article 12.2(b), "the Director shall report every year to the Interunion Coordination Committee as regards amendments made to the Staff Rules."
4. A copy of the BIRPI Administrative Manual ("Manuel Administratif") will be distributed to each delegation present at the sixth session of the Interunion Coordination Committee. This Manual includes the Staff Regulations and Staff Rules ("Statut et Règlement du Personnel"). The texts corresponding to the amendments mentioned in paragraphs 5 to 13 below appear in Supplement No. 3 and Supplement No. 4 to that Manual.

Amendments Effected

## 5. Article 3.1 ("Salaries"):

(a) In accordance with the opinion expressed by the Interunion Coordination Committee on December 21, 1967, and following the decision made by the Swiss Federal Council on April 17, 1968 (notified to the Director in a letter of the same date), the text of Article 3.1 concerning the salaries of the Director and Deputy Directors was amended with effect from January 1, 1968. The new version of Article 3.1 thus states that the Director's salary is to be the "equivalent of the salary of the "Under-Secretaries-General" grade in the United Nations plus 9.45%" and that the salary of the Deputy Directors is to be "the equivalent of the salary of the "Assistant Secretaries-General" grade in the United Nations."

(b) The scale of salaries for the staff of the General Services category was modified twice: firstly, with retroactive effect from January 1, 1967 an increase of 2% was granted in addition to a 2.6% increase previously granted (see CCIU/V/6, paragraph 11) and secondly, with effect from January 1, 1968 an increase of approximately 3.25% was granted. These increases were decided upon after similar steps had been taken by the international organizations in Geneva applying the "Common System."

6. Article 3.5 ("Post Adjustment")

(a) The amendment, effective as from January 1, 1968, of Article 3.1 as regards the salaries of the Director and Deputy Directors entailed--with effect from that same date--a revision of the post adjustment to conform with the new salaries. Consequently, Article 3.5 provides that the post adjustment for the Director is to be the "equivalent of the amount provided for the "Under-Secretaries-General" grade of the United Nations plus 9.45%", and that the post adjustment for the Deputy Directors is to be "the equivalent of the amount provided for the "Assistant Secretaries-General" grade of the United Nations."

(b) The scale of post adjustments for staff members of the professional and higher categories was raised to class two with effect from November 1, 1967 (the same increase was made within the framework of the "Common System").

7. Article 3.11 and Rule 3.11.1 ("Education Grant"):

These texts were amended with retroactive effect from January 1, 1967, on the basis of the provisions applied by the United Nations and their Specialized Agencies in Geneva. Apart from several improvements as to form, the principal substantive amendment consists in a certain relaxation of the requirements for obtaining the grant (the restriction to schooling which facilitates the readaptation of a child of a foreign staff member to such staff member's country of origin has been deleted).

8. Article 4.4 and Rule 4.4.1 ("Local Recruitment"):

New provisions governing local recruitment were adopted with effect from April 1, 1968. The former text (Article 4.4) was considerably revised and the present provisions--more explicit and established with due regard to the principles applying within the framework of the international organizations in Geneva operating under the "Common System"--were distributed between the Staff Regulations (Article 4.4) and the Staff Rules (Rule 4.4.1).

9. Article 4.9 ("Appointments and Promotions Committee"):

The revised wording (in force since April 1, 1968) of Article 4.9(c) provides that the Rules of Procedure of the Appointments and Promotions Committee are to be established by the Director. Since this body is set up by the Director (so that it may give him advice in the event of a staff vacancy), it has been found in practice that it is preferable for the Rules of Procedure of that body also to fall within the Director's competence.

10. Rule 7.1.9 ("Travel Conditions"):

The provisions laid down in paragraph (b) of Rule 7.1.9 concerning conditions for travel by air were revised in the light of the current practice of the international organizations applying the "Common System"; the amendment became effective on January 1, 1968.

11. Rule 7.1.16 ("Computation of Subsistence Allowance"):

Paragraph (c) of this Rule was revised with effect from January 1, 1968. An additional provision, covering the case of staff members who, in the course of travel, spend the night at a specific place, was inserted in the text of this paragraph.

12. Rule 7.1.18 ("Installation"):

In accordance with similar provisions applicable under the "Common System", the amount of the installation grant payable to staff members (paragraph (b)) was amended with effect from January 1, 1968. As from that date, the grant payable corresponds to 30 (instead of 45) days' subsistence allowance in the case of a staff member with dependants, and to 15 (instead of 20) in the case of a staff member without dependants.

13. Article 9.7 and Rule 9.7.1 ("Repatriation Grant"):

The provisions governing this matter were amended with effect from April 1, 1968. The main changes from the previous version are the following:

- a rearrangement of the text, divided between the Regulations and the Rules;
- improvements as to form in the drafting of Article 9.7;
- the deletion of the maximum amount of 10,800 Swiss francs (staff members with no dependants) or 21,600 (staff members with dependants).

These amendments are in line with the provisions adopted by the international organizations applying the "Common System."

PENSIONS

Cost-of-Living Increase

14. (a) In view of the rising cost of living in Switzerland, where all of the retired staff of BIRPI have their residence, the Director decided, with the authorization of the Swiss Federal Government, to increase the pensions according to the following rates:

- a payment of 16% for 1967 calculated on the 1964 pension (five retired staff members benefited from this increase);
- a payment of 13.5% for 1967 calculated on the 1965 pension (one retired staff member benefited from this increase);
- an initial payment of 5% calculated on the 1966 pension and covering the period from November 1, 1967, to December 31, 1967, for two staff members who retired in 1966 (an increase in post adjustment provided in Article 3.5 of the Staff Regulations became effective as from November 1, 1967; see document CCIU/V/6, paragraph 24).

(b) The same readjustments have been provisionally granted for 1968.

15. The widows of two former members of BIRPI have also benefited on the same basis from cost-of-living increases.

MEDICAL SERVICE

Affiliation with the United Nations "Joint Medical Service"

16. Since March 1, 1968, BIRPI has had the benefits offered by the "Joint Medical Service" for the United Nations and its Specialized Agencies. Considering the quality and diversity of the medical Services provided by this organization, the Director was glad to be able to avail of them for BIRPI. The annual cost of BIRPI's participation will be about 10,000 Swiss francs.

17. The Interunion Coordination Committee is invited to express its views on the matters dealt with in this document.