

ANNEX I

AMENDMENTS TO THE STAFF REGULATIONS

Salaries – Regulation 3.1**Professional Category**

Scale in force as from January 1, 2006

(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	P	63862	66061	68252	70444	72638	74829	77026	79216	81410	83603					
	G	42664	44022	45378	46737	48093	49449	50908	52436	53960	55488					
	D	34558	35658	36756	37857	38955	40054	41154	42254	43351	44451					
	S	32599	33612	34625	35638	36650	37662	38676	39676	40672	41668					
P-2	P	82012	84299	86577	88860	91142	93424	95706	97984	100270	102552	104832	107116			
	G	54382	55972	57560	59149	60738	62325	63914	65500	67090	68681	70267	71858			
	D	43665	44800	45943	47087	48231	49374	50518	51660	52805	53950	55092	56238			
	S	40947	41985	43020	44057	45092	46130	47184	48234	49289	50341	51392	52447			
P-3	P	99966	102520	105071	107618	110173	112724	115274	117830	120501	123292	126080	128868	131659	134447	137238
	G	66881	68656	70435	72207	73986	75761	77535	79314	81090	82865	84643	86417	88194	89969	91746
	D	52654	53932	55213	56489	57770	59048	60325	61606	62885	64163	65443	66720	68000	69278	70557
	S	49149	50325	51503	52678	53856	55030	56206	57383	58558	59734	60906	62079	63250	64422	65594
P-4	P	121630	124641	127644	130650	133662	136665	139672	142682	145687	148691	151696	154713	157715	160722	163731
	G	81943	83861	85781	87699	89618	91536	93456	95374	97293	99210	101196	103226	105259	107290	109322
	D	63499	64880	66262	67643	69025	70406	71788	73169	74551	75931	77313	78694	80076	81457	82839
	S	59132	60390	61647	62901	64155	65407	66659	67909	69157	70405	71651	72896	74140	75383	76625
P-5	P	149007	152130	155252	158378	161500	164622	167744	170871	173991	177114	180238	183368	186716		
	G	99511	101590	103694	105799	107904	110009	112115	114221	116326	118431	120535	122641	124747		
	D	76148	77581	79012	80443	81875	83306	84738	86170	87602	89033	90464	91896	93328		
	S	70742	72014	73282	74550	75815	77077	78338	79596	80852	82106	83358	84607	85855		

In force as from September 1, 2005:

P = Pensionable remuneration (Reg. 3.15)

In force as from January 1, 2005:

D = Net salaries: staff members with dependent spouse and/or dependent child

S = Net salaries: staff members without dependent spouse and without dependent child

In force as from January 1, 2006:

G = Gross salaries: basis for internal taxation (Reg. 3.16bis)

ANNEX I, page 2

Special and Higher Categories

Scale in force as from January 1, 2006

(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
D-1	P	179070	182743	186414	190079	193751	197606	201541	205475	209403						
	G	120487	122962	125435	127910	130385	132859	135334	137809	140282						
	D	90431	92114	93796	95479	97162	98844	100527	102210	103892						
	S	83587	85050	86509	87965	89418	90867	92312	93755	95194						
D-2	P	197012	201491	205967	210440	214917	219392									
	G	131947	134765	137584	140403	143222	146040									
	D	98224	100140	102057	103974	105891	107807									
	S	90236	91854	93466	95072	96674	98269									
SDG / ADG	P	236928														
	G	160574														
	D	117373														
	S	106285														
VDG / DDG	P	256339														
	G	176877														
	D	127970														
	S	115166														

In force as from September 1, 2005:

P = Pensionable remuneration (Reg. 3.15)

In force as from January 1, 2005:

D = Net salaries: staff members with dependent spouse and/or dependent child

S = Net salaries: staff members without dependent spouse and without dependent child

In force as from January 1, 2006:

G = Gross salaries: basis for internal taxation (Reg. 3.16bis)

ANNEX I, page 3

Director General

In force as from January 1, 2006

(annual amounts in US dollars)

Grade		
DG	P	305227
	G	217945
	D	158515
	S	140968

In force as from September 1, 2005:

P = Pensionable remuneration (Reg. 3.15)

In force as from January 1, 2005:

D = Net salaries: staff member with dependent spouse and/or dependent child

S = Net salaries: staff member without dependent spouse and without dependent child

In force as from January 1, 2006:

G = Gross salaries: basis for internal taxation (Reg. 3.16*bis*)

[Annex II follows]

ANNEX II

AMENDMENTS TO THE STAFF REGULATIONS

Internal Taxation – Regulation 3.16bisFORMER TEXTInternal Taxation

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

(i) Rates for staff members with dependents:

<u>Assessable annual amounts</u>		
(in US dollars)		(per cent)
first	\$ 50,000	18.0
next	\$ 50,000	28.0
next	\$ 50,000	34.0
remaining assessable amounts ...		38.0

(ii) Rates for staff members without dependents:

Assessable amounts for staff members with neither a dependent spouse nor a dependent child will be equal to the difference between the gross salaries at different grades and the corresponding net salaries at the single rate.

The rates for staff members with dependents shall apply to any staff member to whom the dependency rate of post adjustment applies under Regulation 3.5, and the rates for staff members without dependents shall apply to any staff member to whom the single rate of post adjustment applies under the said Regulation.

PRESENT TEXTInternal Taxation

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

(i) Rates for staff members with dependents:

<u>Assessable annual amounts</u>		
(in US dollars)		(per cent)
first	\$ 50,000	19.0
next	\$ 50,000	28.0
next	\$ 50,000	32.0
remaining assessable amounts ...		35.0

(ii) Rates for staff members without dependents:

Assessable amounts for staff members with neither a dependent spouse nor a dependent child will be equal to the difference between the gross salaries at different grades and the corresponding net salaries at the single rate.

The rates for staff members with dependents shall apply to any staff member to whom the dependency rate of post adjustment applies under Regulation 3.5, and the rates for staff members without dependents shall apply to any staff member to whom the single rate of post adjustment applies under the said Regulation.

[Annex III follows]

ANNEX III

AMENDMENTS TO THE STAFF REGULATIONS

General Service category (New York)

Gross and net salaries in force as from May 1, 2005

(annual amounts in US dollars)

Grade	Annual increment	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
G1	980	1) 32397 2) 31791 3) 25746	33670 33000 26726	34943 34208 27706	36216 35449 28686	37488 36720 29666	38761 37991 30646	40035 39264 31626	41359 40534 32606	42684 * 41806 * 33586 *		
G2	1084	1) 35903 2) 35135 3) 28445	37310 36542 29529	38718 37950 30613	40131 39357 31697	41596 40765 32781	43061 42172 33865	44526 43581 34949	45991 44988 36033	47455 46396 37117	48920 * 47803 * 38201 *	
G3	1197	1) 39771 2) 39004 3) 31424	41380 40558 32621	42997 42113 33818	44615 43667 35015	46232 45221 36212	47850 46776 37409	49468 48331 38606	51085 49884 39803	52703 51439 41000	54320 52994 42197	55938 * 54548 * 43394 *
G4	1320	1) 44245 2) 43310 3) 34741	46028 45024 36061	47812 46739 37381	49596 48453 38701	51380 50169 40021	53164 51883 41341	54947 53598 42661	56731 55312 43981	58515 57027 45301	60320 58742 46621	62233 * 60456 * 47941 *
G5	1459	1) 49158 2) 48033 3) 38377	51130 49927 39836	53101 51821 41295	55073 53716 42754	57045 55610 44213	59016 57504 45672	61059 59399 47131	63174 61294 48590	65288 63189 50049	67403 65083 51508	69517 * 66975 * 52967 *
G6	1612	1) 54622 2) 53280 3) 42420	56800 55374 44032	58978 57467 45644	61241 59561 47256	63577 61655 48868	65913 63747 50480	68249 65842 52092	70586 67936 53704	72922 70045 55316	75258 72224 56928	77594 * 74403 * 58540 *
G7	1786	1) 60665 2) 59055 3) 46859	63254 61373 48645	65842 63691 50431	68430 66009 52217	71019 68327 54003	73607 70687 55789	76196 73100 57575	78784 75511 59361	81372 77924 61147	83961 80337 62933	86549 * 82749 * 64719 *

- 1) Gross salaries used as the basis for internal taxation ("Gross salaries")
- 2) Gross salaries used as the basis for the calculation of contributions to and benefits from the Pension Fund ("Gross pensionable salaries")
- 3) Net salaries

[Annex IV follows]

ANNEX IV

AMENDMENTS TO THE STAFF REGULATIONS

Language Allowance – Regulation 3.7

FORMER TEXT

Language Allowance

(a) A pensionable language allowance may be paid to staff members in the General Service category who pass an examination organized for the purpose by the Director General and who demonstrate proficiency in one or two of the following languages: Arabic, Chinese, English, French, German, Japanese, Russian and Spanish. The allowance shall not be payable for the staff member's mother tongue nor for any language in which the Director General considers that the staff member is required to be fully proficient by the terms of his appointment.

(b) The allowance is 4,788 Swiss francs (US\$ 2,772 in New York) per annum for proficiency in any two of the languages mentioned in paragraph (a) above, and 3,192 Swiss francs (US\$ 1,848 in New York) per annum for proficiency in any one of them, subject to the provisions contained in the said paragraph.

PRESENT TEXT

Language Allowance

(a) A pensionable language allowance may be paid to staff members in the General Service category who pass an examination organized for the purpose by the Director General and who demonstrate proficiency in one or two of the following languages: Arabic, Chinese, English, French, German, Japanese, Russian and Spanish. The allowance shall not be payable for the staff member's mother tongue nor for any language in which the Director General considers that the staff member is required to be fully proficient by the terms of his appointment.

(b) The allowance is 4,788 Swiss francs (US\$ 2,880 in New York) per annum for proficiency in any two of the languages mentioned in paragraph (a) above, and 3,192 Swiss francs (US\$ 1,920 in New York) per annum for proficiency in any one of them, subject to the provisions contained in the said paragraph.

[Annex V follows]

ANNEX V

AMENDMENTS TO THE STAFF REGULATIONS

General Service category (Geneva)

Gross and net salaries in force as from January 1, 2006

(annual amounts in Swiss francs)

Grade	Annual Increment	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
G1	1711	1) 66585 2) 64639 3) 51833	68897 66859 53544	71209 69081 55255	73522 71301 56966	75834 73522 58677	78243 75744 60388	80723 77964 62099	83203 80185 63810	85683 82406 65521	88162 84627 67232	90642 86847 68943
G2	1865	1) 72895 2) 70701 3) 56502	75415 73121 58367	78017 75543 60232	80720 77964 62097	83423 80386 63962	86126 82807 65827	88829 85229 67692	91532 87649 69557	94235 90071 71422	96938 92492 73287	99641 94914 75152
G3	2032	1) 79945 2) 77264 3) 61562	82890 79903 63594	85835 82542 65626	88780 85181 67658	91725 87822 69690	94670 90461 71722	97614 93100 73754	100559 95740 75786	103504 98379 77818	106449 101018 79850	109394 103672 81882
G4	2219	1) 88042 2) 84528 3) 67149	91258 87410 69368	94474 90291 71587	97690 93171 73806	100906 96052 76025	10122 98935 78244	107338 101813 80463	110554 104750 82682	113770 107747 84901	116986 110746 87120	120201 113743 89339
G5	2424	1) 97242 2) 92767 3) 73497	100755 95915 75921	104268 99064 78345	107781 102212 80769	111294 105442 83193	114807 108717 85617	118320 111994 88041	121833 115269 90465	125346 118544 92889	128859 121821 95313	132372 125096 97737
G6	2654	1) 107383 2) 101849 3) 80494	111229 105377 83148	115075 108965 85802	118922 112552 88456	122768 116140 91110	126614 119727 93764	130461 123316 96418	134307 126903 99072	138154 130491 101726	142000 134079 104380	145846 137666 107034
G7	2908	1) 118449 2) 112116 3) 88130	122664 116045 91038	126878 119974 93946	131093 123905 96854	135307 127834 99762	139522 131763 102670	143736 135693 105578	147951 139623 108486	152165 143552 111394	156380 147482 114302	160594 151411 117210

1) Gross salaries used as the basis for internal taxation ("Gross salaries")

2) Gross salaries used as the basis for the calculation of contributions to and benefits from the Pension Fund ("Gross pensionable salaries")

3) Net salaries

[Annex VI follows]

ANNEX VI

AMENDMENTS TO THE STAFF REGULATIONS

Activities and Interests Outside the International Bureau – Regulation 1.6

PRESENT TEXT

Activities and Interests Outside the International Bureau

(a) Staff members shall not engage, in a continuous or intermittent manner, in any occupation or remunerated employment outside the International Bureau. However, with the prior consent of the Director General, they may carry out activities and assume duties which are not incompatible with their obligations towards the International Bureau.

(b) Apart from their duties with the International Bureau, staff members shall not engage in any activity or have any financial interest whatever in any enterprise concerned with intellectual property. They may not accept any gratuities or favors from firms or private individuals concerned with intellectual property or having commercial relations with the International Bureau.

(continues)

PROPOSED TEXT

Activities and Interests Outside the International Bureau

(a) Staff members:

(1) shall not engage, without the prior authorization of the Director General, in a continuous or intermittent manner, in any occupation or employment, remunerated or not, outside the International Bureau;

(2) may be authorized by the Director General to engage in an outside occupation or employment, whether remunerated or not, if such occupation or employment:

(i) is not incompatible with the proper discharge of his duties with the International Bureau and does not conflict with the staff member's official functions or his status as an international civil servant;

(ii) is not in conflict with the interests of the International Bureau; and

(iii) is permitted by domestic law at the duty station or where the occupation or employment occurs.

(b) Apart from their duties with the International Bureau, staff members shall not engage in any activity, or have any financial interest whatever, in any enterprise dealing with intellectual property. They shall not accept any benefits, gratuities or favors from firms or private individuals dealing with intellectual property or having commercial relations with the International Bureau.

(c) A staff member shall not be associated with the management of, or hold a financial interest directly or indirectly in, any business or other concern, if it is possible for the staff member, business or other concern to benefit from such association or financial interest by reason of the staff member's position with the International Bureau.

(continues)

PRESENT TEXT

(continued)

(c) Any staff member who, in the course of his duties, has occasion to deal with a matter involving an industrial or business concern in which he holds a financial interest shall inform the Director General of the extent of that interest.

(d) The ownership of shares in a company shall not be held to constitute a financial interest within the meaning of paragraph (c) above, unless such ownership gives the staff member extensive control over the company's activities.

(e) Staff members shall not, except in the normal course of official duties or with the prior consent of the Director General, engage in any one of the following activities if they relate to the objectives, activities or interests of the International Bureau:

- (1) make statements to the press, radio or other information media;
- (2) accept public speaking engagements;
- (3) take part in film, theater, radio or television productions;
- (4) submit articles, books or other material for publication.

PROPOSED TEXT

(continued)

(d) Any staff member who, in the course of his duties, has occasion to deal with a matter involving a business or other concern in which he or his spouse or a dependent family member holds a financial interest, shall inform the Director General of the extent of that interest. In the case he has knowledge that a non-dependent child, parent or sibling holds a financial interest in such a business or other concern, he shall also inform the Director General of the existence of that interest.

(e) The ownership of shares in a company shall not be held to constitute a financial interest within the meaning of paragraph (d), above, unless such ownership gives the staff member, or the staff member's spouse or dependent family member, or non-dependent child, parent or sibling, any form of control over the company's activities.

(f) Staff members shall not, except in the normal course of official duties or with the prior authorization of the Director General, engage in any one of the following activities if they relate to the objectives, activities or interests of the International Bureau:

- (1) make statements to the press, radio or other information media;
- (2) accept public speaking engagements;
- (3) take part in film, theater, radio or television productions;
- (4) submit articles, books or other material for publication;
- (5) be a member of an association or non-governmental organization dealing with intellectual property;
- (6) provide professional services to third parties.

(continues)

PRESENT TEXT

PROPOSED TEXT

(continued)

(g) All staff members at the level of D-1 and above, as well as other designated categories, shall be required to file a declaration in a designated form and disclosing designated types of interests in respect of themselves, their spouses and dependent family members. Such declarations shall be filed upon appointment and at designated intervals. Such declarations shall remain confidential.

(h) Authorizations which the Director General may grant under the provisions of this Regulation may be made subject to such conditions as he deems appropriate, including, where necessary, the requirement to file a declaration as prescribed in paragraph (g), above.

(i) The Director General shall establish procedures for requests for authorization and for the filing of financial disclosure declarations under this regulation.

[Annex VII follows]

ANNEX VII

AMENDMENTS TO THE STAFF REGULATIONS

Classification – Regulation 2.1

PRESENT TEXT

Classification

(a) The importance of the duties and responsibilities attaching to each grade shall be determined by the Director General in the light of the standards for staff in the Professional and Special categories used by the other intergovernmental organizations of the United Nations common system and, for staff in the General Service category, the common standards for Geneva or for New York, and after having sought the advice of a Classification Committee designated by him. The Committee shall be composed of four persons: a chairman, who must be a person with experience of staff matters in intergovernmental organizations and who must not be a staff member of the International Bureau, and three staff members of the International Bureau, of whom one shall be designated from a list of three names submitted by the Staff Council and one shall be the Director of the Human Resources Management Division of the International Bureau. The grading standards, fixing the level of duties and responsibilities and the requisite qualifications, shall be brought to the notice of the staff.

(b) The Director General shall determine the place of each post within the following classification:

Deputy Director General and
Assistant Director General categories: unclassified.

Special Category: D-2, D-1.

Professional Category: P-5, P-4, P-3, P-2 and P-1.

General Service Category: G7, G6, G5, G4, G3, G2 and G1

PROPOSED TEXT

Classification

(a) The importance of the duties and responsibilities attaching to each grade shall be determined by the Director General in the light of the standards for staff in the Professional and Special categories used by the other intergovernmental organizations of the United Nations common system and, for staff in the General Service category, the common standards for Geneva or for New York, and after having sought the advice of a Classification Committee designated by him. The Committee shall be composed of four persons: a chairman, who must be a person with experience of staff matters in intergovernmental organizations and who must not be a staff member of the International Bureau, and three staff members of the International Bureau, of whom one shall be designated from a list of three names submitted by the Staff Council and one shall be the Director of the Human Resources Management Department of the International Bureau, or his representative. The grading standards, fixing the level of duties and responsibilities and the requisite qualifications, shall be brought to the notice of the staff.

(b) [No change]

[Annex VIII follows]

ANNEX VIII

AMENDMENTS TO THE STAFF REGULATIONS

Dependency – Regulation 3.2(a)

PRESENT TEXT

Dependency

(a) “Dependent spouse” shall mean the wife or husband of a staff member whose gross annual occupational earnings are less than or equal to the gross annual salary corresponding to the first step of grade G1 of the General Service category which is applicable to the spouse's place of work, and which is in force on January 1 of the year concerned. In the case of staff members in the Professional and higher categories, however, the said gross annual occupational earnings shall not be, at any place of work, less than the equivalent of the gross annual salary corresponding to the first step of grade G2 of the General Service category in force on January 1 of the year concerned in New York. If the gross annual occupational earnings of the spouse exceed the relevant above-mentioned salary limits by an amount which is less than the amount of the appropriate dependency benefit payable for him, the spouse shall still be deemed to be a dependent, but the amount in excess shall be deducted from the appropriate dependency benefit. In the case of legal separation, the Director General shall decide in each case whether the spouse is deemed to be a dependent.

(b) – (e) [No change.]

PROPOSED TEXT

Dependency

(a) “Dependent spouse” shall be a spouse whose gross annual occupational earnings, if any, are less than or equal to the gross annual salary corresponding to the first step of grade G1 of the General Service category which is applicable to the spouse's place of work, and which is in force on January 1 of the year concerned. In the case of staff members in the Professional and higher categories, however, the said gross annual occupational earnings shall not be, at any place of work, less than the equivalent of the gross annual salary corresponding to the first step of grade G2 of the General Service category in force on January 1 of the year concerned in New York. If the gross annual occupational earnings of the spouse exceed the relevant above-mentioned salary limits by an amount which is less than the amount of the appropriate dependency benefit payable for him, the spouse shall still be deemed to be a dependent, but the amount in excess shall be deducted from the appropriate dependency benefit. In the case of legal separation, the Director General shall decide in each case whether the spouse is deemed to be a dependent.

(b) – (e) [No change.]

[Annex IX follows]

ANNEX IX

AMENDMENTS TO THE STAFF REGULATIONS

Post Adjustment – Regulation 3.5

PRESENT TEXT

Post Adjustment

(a) – (d) [No change]

(e) [Deleted, effective October 1, 2002]

PROPOSED TEXT

Post Adjustment

(a) - (d) [No change]

(e) While the salary of a staff member is subject to the post adjustment of his duty station during assignments for one year or more, the Director General may introduce alternative arrangements under the following circumstances:

(i) A staff member who is assigned to a duty station classified lower in the post adjustment schedule than the duty station in which he has been serving for more than twelve months may continue to receive, for up to six months, the post adjustment applicable to the former duty station while members of his immediate family (spouse and dependent children) remain at that duty station.

(ii) When a staff member is assigned to a duty station for less than twelve months, the Director General shall decide at the time of assignment whether to apply the post adjustment applicable to that duty station and, if appropriate, to pay the assignment grant and the non-removal allowance under Rules 7.1.18(a) to (d) or, in lieu of the above, to authorize appropriate travel subsistence allowance in accordance with Rules 7.1.14 to 7.1.16.

[Annex X follows]

ANNEX X

AMENDMENTS TO THE STAFF REGULATIONS

International recruitment – Regulation 4.5

PRESENT TEXT

International Recruitment

Staff members other than those recruited locally within the meaning of Regulation 4.4 shall be regarded as having been internationally recruited. Internationally recruited staff members shall normally be entitled to the following allowances and benefits: payment of travel expenses on appointment and separation from service, for themselves and their dependents; removal of household effects; home leave; education grant; repatriation grant; non-resident allowance, for staff members in the General Service category who are not locally recruited and whose appointment took effect prior to September 1, 1983; and rental subsidy with effect from April 1, 1983, for staff members in the Professional and higher categories, and with effect from September 1, 1983, for staff members in the General Service category.

PROPOSED TEXT

International Recruitment

Staff members other than those recruited locally within the meaning of Regulation 4.4 shall be regarded as having been internationally recruited. Subject to specific Regulations and Rules, internationally recruited staff members shall normally be entitled to the following allowances and benefits: payment of travel expenses on appointment, assignment to another duty station and on separation from service, for themselves and their dependents; removal of household effects; home leave; education grant; repatriation grant and rental subsidy. Staff members in the General Service category who are not locally recruited and whose appointment took effect prior to September 1, 1983, are in addition entitled to non-resident allowance.

[Annex XI follows]

ANNEX XI

AMENDMENTS TO THE STAFF REGULATIONS

Selection and Recruitment of Staff Members – Regulation 4.8

PRESENT TEXT

Selection and Recruitment of Staff Members

(a) Staff members shall be appointed by the Director General; however, he shall appoint the Deputy Directors General after approval by the Coordination Committee. Appointments to posts as Assistant Directors General shall be made by the Director General taking into account the advice of the Coordination Committee.

(b) As a general rule, recruitment for posts in the Professional and higher categories shall be made on the basis of a competition. Vacancies shall be brought to the attention of the staff of the International Bureau and the Administrations of Member States, with details as to the nature of the posts to be filled, the qualifications required and the conditions of employment. However, when certain services in the Professional category are urgently required for a limited period – particularly for current projects – the Director General may proceed by direct recruitment, without having recourse to a competition. Staff members recruited according to the latter procedure shall be granted fixed-term appointments not exceeding three years, which shall not be extended or converted to a permanent appointment.

(c) – (d) [No change]

PROPOSED TEXT

Selection and Recruitment of Staff Members

(a) [No change]

(b) As a general rule, recruitment for posts in the Professional and higher categories shall be made on the basis of a competition. Vacancies shall be brought to the attention of the staff of the International Bureau and the Administrations of Member States, with details as to the nature of the posts to be filled, the qualifications required and the conditions of employment.

(c) – (d) [No change]

[Annex XII follows]

ANNEX XII

AMENDMENTS TO THE STAFF RULES

Appointments under Funds-in-Trust Agreements – Rule 4.8.1

PROPOSED TEXT

Appointments under Funds-in-Trust Agreements

When certain services in the Professional and the General Service categories are envisaged under funds-in-trust agreements between the International Bureau and National or Regional Intellectual Property Offices, or Member State Governments, the Director General may proceed with appointments without having recourse to a competition. Staff members recruited according to this procedure shall be granted fixed-term appointments not exceeding three years, which shall not be extended or converted to a permanent appointment.

[Annex XIII follows]

ANNEX XIII

AMENDMENTS TO THE STAFF REGULATIONS

Appointment and Promotion Board – Regulation 4.9

PRESENT TEXT

Appointment and Promotion Board

- (a) The Director General shall set up an Appointment and Promotion Board to advise him in all cases where a vacancy has been the subject of a competition in the Professional or General Service category. The Board shall consider, in addition to the candidatures submitted, all staff members in the grade immediately below that of the vacant post, due account being taken of seniority.
- (b) The Appointment and Promotion Board shall consist of a chairman and three members, whose grade shall be not lower than that of the vacant post, appointed by the Director General. At least one of the three members shall be designated from a list of names submitted by the Staff Council. The Director of the Human Resources Management Division shall be a member of the Board *ex officio*, without the right to vote; he shall act as Secretary to the Board.
- (c) The Director General shall establish the Rules of Procedure of the Appointment and Promotion Board. The Board's deliberations shall be secret.

PROPOSED TEXT

Appointment and Promotion Board

- (a) The Director General shall set up an Appointment and Promotion Board to advise him in all cases where a vacancy has been the subject of a competition in the General Service, Professional or Special categories. The Board shall consider, in addition to the candidatures submitted, all staff members in the grade immediately below that of the vacant post, due account being taken of seniority.
- (b) The Appointment and Promotion Board shall consist of a chairman and three members, whose grade shall be not lower than that of the vacant post, appointed by the Director General. At least one of the three members shall be designated from a list of names submitted by the Staff Council. The Director of the Human Resources Management Department, or his representative, shall be a member of the Board *ex officio*, without the right to vote, and shall act as Secretary to the Board.
- (c) The Director General shall establish the Rules of Procedure of the Appointment and Promotion Board. The Board's deliberations shall be secret.

[Annex XIV follows]

ANNEX XIV

AMENDMENTS TO THE STAFF REGULATIONS

Fixed-Term Appointments – Regulation 4.15

PRESENT TEXT

PROPOSED TEXT

Fixed-Term Appointments

Fixed-Term Appointments

(a) Fixed-term appointments under Regulation 4.14(a) are appointments granted for a period of not less than one year and not more than five years. All initial appointments shall be for a fixed term. Any such appointment may, at the discretion of the Director General, be extended one or several times for periods not exceeding five years.

(a) [No change]

(b) Fixed-term appointments under Regulation 4.14(b) shall be for a period whose length shall be fixed by the Director General with the approval of the Coordination Committee. Any such appointment may be extended for periods whose lengths shall be fixed by the Director General with the approval of the Coordination Committee.

(b) [No change]

(c) Fixed-term appointments under Rule 4.8.1 shall be for a period whose minimum and maximum duration are set under the terms of the relevant funds-in-trust agreement, not exceeding three years.

(c) No initial fixed-term appointment or any extension thereof shall carry with it any expectancy of, nor imply any right to, (further) extension or conversion to a permanent appointment.

(d) [Former paragraph (c) – No change]

(d) Initial fixed-term appointments shall not be granted to persons over 55 years of age, unless, in exceptional cases, the Director General waives this age limit.

(e) [Former paragraph (d) – No change]

[Annex XV follows]

ANNEX XV

AMENDMENTS TO THE STAFF REGULATIONS

Termination – Regulation 9.1

PRESENT TEXT

Termination

- (a) (1) The Director General, giving his reasons therefor, may terminate the appointment of a staff member who holds a permanent appointment, if the exigencies of the service require abolition of the post or a reduction in staff, or if for reasons of health the staff member concerned is no longer able to perform his duties, or if his performance or conduct prove unsatisfactory.
- (2) The Director General may terminate the appointment of a staff member who holds a fixed-term appointment prior to its expiration date for any of the reasons specified in subparagraph (1) above, or for such other reason as may be specified in the letter of appointment.
- (3) The Director General may also terminate the appointment of a staff member who holds a permanent or a fixed-term appointment, if such action is in the interests of the good administration of the Organization, and provided the action is not contested by the staff member concerned.
- (4) Before termination of the appointment of a staff member of grade D-1 or above for any of the reasons indicated in subparagraphs (1) and (2) above, the Coordination Committee shall be consulted; the Director General shall take due account of the advice of that Committee.

(continues)

PROPOSED TEXT

Termination

- (a) (1) [No change]
- (2) [No change]
- (3) The Director General may terminate the appointment of a staff member who holds a permanent or a fixed-term appointment, without regard to the period of notice of termination, if the staff member abandons his post. The definition of what constitutes abandonment of a post and the procedure to be followed in such cases shall be fixed by the Director General in an Office Instruction.
- (4) [Former paragraph (3) – No change]
- (5) [Former paragraph (4) – No change]

(continues)

ANNEX XV, page 2

PRESENT TEXT

(continued)

(5) On the advice of the Coordination Committee, the General Assembly may terminate the appointment of the Director General if for reasons of health he is no longer able to perform his duties, if his performance or conduct prove unsatisfactory, or for such other reason as may be specified in his letter of appointment.

(b) – (e) [No change]

PROPOSED TEXT

(continued)

(6) [Former paragraph (5) – No change]

(b) – (e) [No change]

[Annex XVI follows]

ANNEX XVI

AMENDMENTS TO THE STAFF REGULATIONS

Termination Indemnity – Regulation 9.6

PRESENT TEXT

Termination Indemnity

- (a) (1) – (6) [No change]
- (b) “Length of service” shall mean the total period of a staff member's full-time continuous service with the International Bureau, regardless of types of appointment. Continuity of service shall not be considered broken by periods of special leave without pay or with partial pay. However, any such periods having lasted for one or more full months shall be deducted from the length of service for indemnity purposes; periods of less than one full month shall not be deducted.
- (c) Any staff member whose appointment took effect prior to November 1, 1977, shall receive, where applicable, the indemnities provided for in Regulation 9.6 according to its tenor on October 31, 1977, should the amount of the latter indemnities be higher than that of the indemnities provided for in paragraphs (a) and (b) above.

PROPOSED TEXT

Termination Indemnity

- (a) (1) – (6) [No change]
- (b) “Years of service” shall mean the total period of a staff member's full-time continuous service with the International Bureau and with another organization applying the United Nations common system of salaries and allowances immediately preceding his appointment, regardless of types of appointment. Continuity of service shall not be considered broken by periods of special leave without pay or with partial pay. However, any such periods having lasted for one or more full months shall be deducted from the length of service for indemnity purposes; periods of less than one full month shall not be deducted.
- (c) Any staff member whose appointment with the International Bureau took effect prior to November 1, 1977, shall receive, where applicable, the indemnities provided for in Regulation 9.6 according to its tenor on October 31, 1977, should the amount of the latter indemnities be higher than that of the indemnities provided for in paragraphs (a) and (b) above.

[Annex XVII follows]

ANNEX XVII

AMENDMENTS TO THE STAFF REGULATIONS

Repatriation Grant – Regulation 9.7

PRESENT TEXT

Repatriation Grant

(a) Staff members whom the International Bureau is bound to repatriate shall be entitled to a repatriation grant. The repatriation grant shall not be paid, however, to a staff member who is summarily dismissed. The conditions and definitions relating to eligibility for this grant shall be determined by the Staff Rules. The amount of the grant shall be proportional to length of service with the International Bureau and shall be calculated on the basis of the following table, it being understood that, if the period of continuous service away from the home country exceeds 12 years, the amount of the grant shall be the same as if that period had in fact been 12 years.

[The Table is not copied due to space restrictions]

(b) Any staff member whose appointment took effect prior to November 1, 1977, shall receive, where applicable, the grant provided for in Staff Regulation 9.7 and Staff Rule 9.7.1 according to their tenor on October 31, 1977, should the amount of the latter grant be higher than that of the grant provided for in paragraph (a) above.

PROPOSED TEXT

Repatriation Grant

(a) Staff members whom the International Bureau is bound to repatriate shall be entitled to a repatriation grant. The repatriation grant shall not be paid, however, to a staff member who is summarily dismissed or abandons his post. The conditions and definitions relating to eligibility for this grant shall be determined by the Staff Rules. The amount of the grant shall be proportional to years of full-time continuous service with the International Bureau and with another organization applying the United Nations common system of salaries and allowances immediately preceding his appointment and shall be calculated on the basis of the following table, it being understood that, if the period of continuous service away from the home country exceeds 12 years, the amount of the grant shall be the same as if that period had in fact been 12 years. For periods of service with another organization applying the United Nations common system of salaries and allowances the staff member must provide written proof from the releasing organization that no repatriation grant has been paid.

[The Table is not copied due to space restrictions]

(b) Any staff member whose appointment with the International Bureau took effect prior to November 1, 1977, shall receive, where applicable, the grant provided for in Staff Regulation 9.7 and Staff Rule 9.7.1 according to their tenor on October 31, 1977, should the amount of the latter grant be higher than that of the grant provided for in paragraph (a) above.

[Annex XVIII follows]

ANNEX XVIII

AMENDMENTS TO THE STAFF RULES

Repatriation Grant – Rule 9.7.1

FORMER TEXT

Repatriation Grant

(1) – (6) [No change]

(7) Payment of the repatriation grant shall be subject to the provision by the former staff member of evidence of relocation away from the country of the last duty station.

(8) Evidence of relocation shall consist of documentary evidence that the former staff member has established residence in a country other than that of the last duty station, such as a declaration by the immigration, police, tax or other authorities of the country, by the senior United Nations official in the country or by the former staff member's new employer, or such other form of documentary evidence as the Director General considers satisfactory.

(9) [No change]

(10) Notwithstanding paragraph (7) above, staff members already in service before January 1, 1981, shall retain the entitlement to repatriation grant proportionate to the years and months of service qualifying for the grant which they already had accrued at that date without the necessity of production of evidence of relocation; the exercise of any additional entitlement accrued after that date shall, however, be subject to the conditions set out in paragraphs (7) and (8), above.

(11) [No change]

PRESENT TEXT

Repatriation Grant

(1) – (6) [No change]

(7) [No change]

(8) [No change]

(9) [No change]

(10) Notwithstanding paragraph (7) above, staff members already in service with the International Bureau before January 1, 1981, shall retain the entitlement to repatriation grant proportionate to the years and months of service qualifying for the grant which they already had accrued at that date without the necessity of production of evidence of relocation; the exercise of any additional entitlement accrued after that date shall, however, be subject to the conditions set out in paragraphs (7) and (8), above.

(11) [No change]

[Annex XIX follows]

ANNEX XIX

AMENDMENTS TO THE STAFF RULES

Education Grant (Definitions) – Rule 3.11.1(A)

FORMER TEXT

(A) Definitions

For the purposes of Regulation 3.11 and of this Rule:

- (1) “Home country” shall mean the country of home leave of the staff member. If both parents are eligible staff members of the International Bureau, “home country” shall mean the country in which either parent is authorized to take home leave.
- (2) When the place of assignment is Geneva, the term “duty station” shall mean the area within a radius of 25 kilometers from Geneva.
- (3) “Cost of attendance” shall include enrolment fees and the cost of prescribed textbooks, courses, examinations and diplomas, but not boarding fees, school uniforms and optional charges. The cost of attendance may, if justified by local conditions, include the cost of midday meals if these are provided by the educational institution, and the cost of daily group transportation.

PRESENT TEXT

(A) Definitions

For the purposes of Regulation 3.11 and of this Rule:

- (1) [No change]
- (2) [No change]
- (3) “Cost of attendance” shall include enrolment fees and the cost of prescribed textbooks, courses, examinations and diplomas, but not boarding fees, school uniforms and optional charges. The cost of attendance may, if justified by local conditions, include the cost of midday meals, surveillance during midday break and the cost of daily group transportation if these activities are provided by the educational institution.

[Annex XX follows]

ANNEX XX

AMENDMENTS TO THE STAFF RULES

Local Recruitment – Rule 4.4.1

FORMER TEXT

Local Recruitment

- (a) Any staff member in the General Service category who is a Swiss national or who is recruited from within a radius of 25 km. from Geneva shall be regarded as locally recruited.
- (b) A staff member locally recruited in accordance with paragraph (a) above shall cease to be regarded as such if he is promoted to the Professional category.
- (c) A staff member in the General Service category who enjoyed non-local status while serving in an international organization within a radius of 25 km. from Geneva shall maintain non-local status if he commences service with the International Bureau without an interruption of service or after an interruption of service not exceeding thirty-one days following separation from service from the other international organization.

PRESENT TEXT

Local Recruitment

- (a) Any staff member in the General Service category who is a national of the country of the duty station or who is recruited from within a radius of 25 km. from the duty station shall be regarded as locally recruited.
- (b) A staff member locally recruited in accordance with paragraph (a) above shall cease to be regarded as such if he is promoted to the Professional category.
- (c) A staff member in the General Service category who enjoyed non-local status while serving in an international organization within a radius of 25 km. from the duty station shall maintain non-local status if he commences service with the International Bureau without an interruption of service or after an interruption of service not exceeding thirty-one days following separation from service from the other international organization.

[Annex XXI follows]

ANNEX XXI

AMENDMENTS TO THE STAFF RULES

Travel Conditions – Rule 7.1.9

FORMER TEXT

Travel Conditions

- (a) All official travel shall be by air unless the use of another mode of transportation is specifically authorized.
- (b) When for any purpose staff members travel by air at the expense of the International Bureau, the following conditions shall apply:
- (1) The Director General, Deputy Directors General and Assistant Directors General shall travel first class.
- (2) All other staff members shall travel economy or tourist class, provided that in certain exceptional cases and according to the exigencies of the service, the Director General may authorize the staff member concerned to accompany another staff member who is entitled to travel first class.
- (3) Staff members, their spouses and dependent children, travelling economy or tourist class shall be entitled to reimbursement by the International Bureau of excess baggage up to the weight allowed for first-class travel; dependent children who are not granted a baggage allowance by the airline shall be entitled to reimbursement of excess baggage up to the normal allowance granted to adults.
- (4) Children under two years of age travelling by air shall be provided with a ticket giving entitlement to a seat.

(continues)

PRESENT TEXT

Travel Conditions

- (a) [No change]
- (b) [No change]
- (1) [No change]
- (2) [No change]
- (3) [No change]
- (4) [No change]

(continues)

ANNEX XXI, page 2

FORMER TEXT

(continued)

- (5) A staff member required to make an official journey by air, or mostly by air,
- (i) shall not normally be required to resume his duties within twelve hours of arriving at his destination if the scheduled flight time for the journey is between six and ten hours;
 - (ii) shall not normally be required to resume his duties within twenty-four hours of arriving at his destination if the scheduled flight time is more than ten hours; alternatively, at the discretion of the Director General, a stopover period not exceeding twenty-four hours may be granted. In the case of very long journeys, additional stopovers may be permitted.

- (6) Waiting periods between two planes shall be included in the computation of travel time, except where they involve an overnight stopover.

PRESENT TEXT

(continued)

- (5) [No change]

- (6) [No change]

- (7) The Director General shall, from time to time, adapt the above-mentioned rules in accordance with the conditions offered by the airline companies.

[Annex XXII follows]

ANNEX XXII

AMENDMENTS TO THE STAFF RULES

Assignment Grant – Rule 7.1.18

FORMER TEXT

Assignment Grant

(a) Subject to the conditions set forth below, a staff member who travels at the expense of the International Bureau on appointment shall receive an assignment grant for himself and his dependents provided that his appointment is expected to be of at least one year's duration. This grant shall be the total contribution of the International Bureau towards the extraordinary expenses incurred by the staff member for himself and his dependents immediately following their arrival at the duty station.

(b) [No change]

(c) [No change]

(d) When a staff member travels at the expense of the International Bureau on appointment but is not entitled to the payment of removal costs, he shall also receive a lump sum corresponding to his salary (Regulation 3.1) and, where applicable, post adjustment (Regulation 3.5), non-resident allowance (Regulation 3.6), language allowance (Regulation 3.7) and the dependency allowance referred to in Regulation 3.12(B)(a) or 3.12(B)(c), for one month after his arrival at the duty station. In addition, up to the effective date of an extension of his appointment by virtue of which the staff member becomes entitled to the payment of removal costs, he shall receive a supplement, which shall be non-pensionable and shall be payable monthly in an amount corresponding to 3 percent of the monthly salary (Regulation 3.1) payable at grade P-4, step 6, except that, for staff members in the General Service category and in grades P-1 to P-3, that amount shall be reduced by 13 percent and, for staff members in grades D-1 and above, that amount shall be increased by 13 percent.

PRESENT TEXT

Assignment Grant

(a) Subject to the conditions set forth below, a staff member who travels at the expense of the International Bureau on appointment or assignment to another duty station shall receive an assignment grant for himself and his dependents provided that his appointment or period of assignment is expected to be of at least one year's duration. This grant shall be the total contribution of the International Bureau towards the extraordinary expenses incurred by the staff member for himself and his dependents immediately following their arrival at the duty station.

(b) [No change]

(c) [No change]

(d) When a staff member travels at the expense of the International Bureau on appointment or assignment to another duty station but is not entitled to the payment of removal costs, he shall also receive a lump sum corresponding to his salary (Regulation 3.1) and, where applicable, post adjustment (Regulation 3.5), non-resident allowance (Regulation 3.6), language allowance (Regulation 3.7) and the dependency allowance referred to in Regulation 3.12(B)(a) or 3.12(B)(c), for one month after his arrival at the duty station. In addition, up to the effective date of an extension of his appointment by virtue of which the staff member becomes entitled to the payment of removal costs, he shall receive a supplement, which shall be non-pensionable and shall be payable monthly in an amount corresponding to 3 percent of the monthly salary (Regulation 3.1) payable at grade P-4, step 6, except that, for staff members in the General Service category and in grades P-1 to P-3, that amount shall be reduced by 13 percent and, for staff members in grades D-1 and above, that amount shall be increased by 13 percent.

[Annex XXIII follows]

ANNEX XXIII

AMENDMENTS TO THE STAFF RULES

Removal Expenses – Rule 7.1.25

FORMER TEXT

Removal Expenses

(a) Subject to the conditions laid down in these Rules, the International Bureau shall pay the cost of removal of an internationally recruited staff member's household goods and personal effects in the following cases:

- (1) upon initial appointment, provided that the appointment is for a period of at least two years;
- (2) where the initial appointment was for a period of less than two years but where it is extended so that the appointment, taking into account the extension, will cover a period of at least two years counted from the date of initial appointment, upon such extension;
- (3) upon separation from service, provided that the appointment was for a period of at least two years or that the staff member had completed at least two years of continuous service.

(b) In the cases provided for in paragraph (a)(1) and (2) above, the International Bureau shall pay the cost of removing a staff member's household goods and personal effects either from the place of recruitment or from the place in which he is entitled to take home leave, provided that such goods and effects were in his possession at the time of appointment and are being transported for his sole use. Payment of removal expenses from another place may be authorized by the Director General in exceptional cases, on such terms and conditions as he deems appropriate.

(c) -(g) [No change]

PRESENT TEXT

Removal Expenses

(a) Subject to the conditions laid down in these Rules, the International Bureau shall pay the cost of removal of an internationally recruited staff member's household goods and personal effects in the following cases:

- (1) upon initial appointment or assignment to another duty station, provided that the appointment or assignment is for a period of at least two years;
- (2) where the initial appointment or assignment was for a period of less than two years but where it is extended so that the appointment or assignment, taking into account the extension, will cover a period of at least two years counted from the date of initial appointment or assignment, upon such extension;
- (3) upon separation from service, provided that the appointment or assignment was for a period of at least two years or that the staff member had completed at least two years of continuous service.

(b) In the cases provided for in paragraph (a)(1) and (2) above, the International Bureau shall pay the cost of removing a staff member's household goods and personal effects to the duty station either from the place of recruitment or from the place in which he is entitled to take home leave, provided that such goods and effects were in his possession at the time of appointment and are being transported for his sole use. Payment of removal expenses to the duty station from another place may be authorized by the Director General in exceptional cases, on such terms and conditions as he deems appropriate.

(c) – (g) [No change]

[Annex XXIV follows]

ANNEX XXIV

AMENDMENTS TO THE STAFF RULES

Appeal Board (Procedures) – Rule 11.1.1

FORMER TEXT

Appeal Board

- (a) – (d) [No change]
- (e) The procedure of the Appeal Board shall be as follows:
- (1) An official wishing to appeal shall set down his grievances in writing and send them to the Chairman of the Appeal Board; the Chairman shall transmit this document to the Director General, who shall reply in writing. A copy of this reply must be delivered to the appellant at the latest 48 hours prior to the deliberations of the Board.
- (2) A staff member who submits an appeal shall at all times be entitled to obtain the assistance of any person whom he may choose.

PRESENT TEXT

Appeal Board

- (a) – (d) [No change]
- (e) The procedure of the Appeal Board shall be as follows:
- (1) An official wishing to appeal shall set down his grievances in writing and address them to the Chairman of the Appeal Board; the Chairman shall transmit this document to the Director General, who shall reply in writing.
- (2) [No change]
- (3) The Director General shall have four weeks from the date of receipt by the Appeal Board of the appeal to submit his reply.
- (4) The appellant may submit a rejoinder within two weeks from the date of the Appeal Board's receipt of the reply, a copy of which shall be transmitted to the Director General, and the Director General may submit a surrejoinder within two weeks of the Appeal Board's receipt of the rejoinder, a copy of which shall be transmitted to the appellant.
- (5) Upon receipt of the Director General's reply, or in the case that a rejoinder and surrejoinder are submitted, then upon receipt of the surrejoinder, the pleadings shall be considered closed and no further submissions will be accepted or sought from either the appellant or the Director General.

FORMER TEXT

(continued)

- (3) The deliberations of the Appeal Board shall begin not later than three weeks following the date on which the appeal was submitted in writing.
- (4) The conclusions of the Appeal Board shall be communicated in writing to the Director General within six weeks of the date on which the appeal was submitted in writing; a copy shall be transmitted immediately to the appellant by the Chairman of the Appeal Board.

PRESENT TEXT

(continued)

- (6) The Appeal Board shall have the discretion to extend the foregoing deadlines in exceptional circumstances.
- (7) The deliberations of the Appeal Board shall begin not later than eight weeks following the date on which the appeal was submitted in writing.
- (8) The conclusions of the Appeal Board shall be communicated in writing to the Director General within twelve weeks of the date on which the appeal was submitted in writing; a copy shall be transmitted immediately to the appellant by the Chairman of the Appeal Board.

[End of Annex XXIV and of document]