



SEVENTEENTH ITEM ON THE AGENDA

General Service salary survey, Geneva**Salaries and allowances of staff in the
General Service category in Geneva**

1. The International Civil Service Commission (ICSC) undertook surveys of best prevailing local conditions in Geneva in 1977, 1980, 1985, 1990-91, 1995 and, most recently in 2001-02, in accordance with article 12(1) of its Statute and on the basis of the general methodology for surveys at headquarters duty stations which was adopted in 1982 and revised in 1988, 1992 and 1998. Surveys normally take place every five years. Between surveys, interim adjustments keep salaries and allowances in line with appropriate local conditions.
2. In accordance with the schedule established in 1997, for the seven headquarters duty stations, the ICSC had planned to carry out the most recent survey of best prevailing local conditions in Geneva in April-May 2001, with the participation of the administrations and staff representatives of the Geneva-based organizations. However, due to problems encountered with the pre-survey preparations, the ICSC agreed to reschedule the exercise, and the data collection took place in March 2002, with a reference date of January 2002.
3. The Committee is reminded that since December 1995, there have been two General Service salary scales in force at ILO headquarters. The 1995 salary survey resulted in revised salary scales which were 7.4 per cent lower in net terms at all grades. This scale (as well as subsequent revisions to it) has been applied to all staff recruited on or after 1 December 1995, and transitional arrangements were approved by the Governing Body for staff recruited prior to that date.¹
4. The results of the 2001-02 survey were considered at the ICSC's 55th Session (22 July to 9 August 2002, New York). The salary scales recommended by the ICSC reflect an increase of 1.4 per cent on the scale applicable under the transitional arrangements mentioned above, and an increase of 4.3 per cent on the scale applicable to staff recruited on or after 1 December 1995. The ICSC also recommended revised family and language allowances. Details of the latter changes are set out in paragraphs 9 and 10 below. The financial implications of the changes are identified in paragraph 14 below.

¹ GB.264/PFA/11.

5. The ICSC recommendations are addressed to the executive heads of the Geneva-based organizations and not to the General Assembly of the United Nations. In most organizations, the executive head has the authority to take decisions on salaries and allowances for General Service staff.
6. On 13 August 2002, the United Nations in New York promulgated the revised scales with an effective date of 1 January 2002. The executive heads of the other Geneva-based organizations of the common system have since decided to implement the survey results with an effective date of 1 January 2002.
7. In the ILO, salary scales, family allowances and language allowances are part of the Staff Regulations and their amendment is subject to approval by the Governing Body. It was therefore not possible to introduce the changes resulting from the ICSC's recommendations prior to the Governing Body's approval, given the financial implications.
8. The representatives of the Director-General participated in the Local Salary Survey Committee (LSSC) and the discussions of the survey at the ICSC. On the basis of their report, the Director-General considers that the survey was carried out in accordance with the methodology for surveys at headquarters duty stations. After consulting the Joint Negotiating Committee, the Director-General recommends implementation of the survey results, with an effective date of 1 January 2002.
9. Taking into account benefits payable under social legislation and by comparator employers as well as tax abatements for dependants, the ICSC recommended the following allowances:

	New amount (Sw.frs.)	Previous amount (Sw.frs.)
Dependent spouse	7 211	5 686 ¹
Dependent child	3 913	3 883
Head of family	6 789	5 686
Secondary dependant	1 174	1 308 ²
Language allowances:		
One language	3 192	2 808
Two languages	4 788	4 212

¹ Sw.frs.6,406 for officials in receipt of the spouse allowance on 30 November 1995. ² Sw.frs.1,452 for officials in receipt of the secondary dependant's allowance on 31 December 1993.

10. With the exception of the secondary dependant's allowance, the new amounts of all allowances are higher than the previous amounts. It is proposed that the amount of the secondary dependant's allowance be maintained at its current level for staff in receipt of the allowance on 31 December 1993 and 31 December 2001, respectively, until these two latter amounts are overtaken by subsequent adjustments.

Pensionable remuneration

11. The revised salary scales also reflect a decision taken by the General Assembly of the United Nations in 1993, endorsed by the Governing Body,² to modify the method for

² GB.259/PFA/12/10.

determining gross pensionable remuneration. For staff recruited on or after 1 December 1995, pension contributions are calculated on the basis of their gross pensionable remuneration rather than their gross salaries. For staff in service before 1 December 1995, the scale of pensionable remuneration in effect as of 1 January 1994 will continue to apply until that scale is overtaken by the scale of gross pensionable remuneration.

Interim adjustments

12. The ICSC decided to retain the current procedure for the interim adjustment of salaries of locally recruited categories of staff in Geneva.

Gender discrimination study

13. At the time of the first salary survey in Geneva in 1977 and subsequently at the time of the 1991 survey, a study of the difference in remuneration between men and women in Geneva took place. At the time of the present survey, the Commission noted the intention of the Geneva Local Salary Survey Committee to raise the issue of gender discrimination in pay in the Geneva market. In this connection, the Commission decided to request that a study be conducted by an independent consultant and its result presented for the Commission's consideration at the same time as the results of the Geneva survey. At its 55th Session, the Commission was informed of doubts about the reliability of the study results and their relevance to the General Service survey. The Commission therefore decided that the results of the gender discrimination study by the consultant were not applicable to salary survey employers and jobs, and that it would not be justified to introduce a gender discrimination factor considering that the overall wage gap in the Geneva market had decreased since 1991 when this factor had been discontinued.

Financial implications

14. The Programme and Budget for 2002-03, as approved by the International Labour Conference at its 89th Session (June 2001), does not include a provision for these increases in these General Service salary scales and allowances. It is estimated that the cost of the increase in General Service salaries, dependency and language allowances would be some \$970,000 for the 2002-03 biennium. It is proposed that these costs would in the first instance be financed from savings under Part I of the budget and that should this not prove possible, the Director-General would propose alternative methods of financing at a later stage in the biennium.
15. *The Committee may wish to recommend to the Governing Body that should it approve the increase in General Service salary scales and allowances and the amendments to the Staff Regulations as set out in Appendices I and II to this paper, the cost estimated at some \$970,000 for the 2002-03 biennium be financed in the first instance from savings under Part I of the budget and that should this not prove possible, the Director-General would propose alternative methods of financing at a later stage in the biennium.*

Geneva, 1 October 2002.

Point for decision: Paragraph 15.

Appendix I. Salary scales at 1 January 2002 (Swiss francs per annum)

		General Service category (Geneva)											
Grades		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12*
G.1	Gross(1)	62436	64552	66727	68928	71130	73331	75532	77734	79935	82136	84338	86539
	Gross Pens.(2)	61574	63689	65805	67920	70036	72152	74267	76383	78498	80614	82729	84845
	Total Net(3)	49380	51009	52638	54267	55896	57525	59154	60783	62412	64041	65670	67299
	Net Pens.(4)	49380	51009	52638	54267	55896	57525	59154	60783	62412	64041	65670	67299
	NPC(5)	0	0	0	0	0	0	0	0	0	0	0	0
G.2	Gross	68332	70732	73132	75532	77932	80332	82732	85132	87532	89932	92332	94732
	Gross Pens.	67348	69654	71961	74267	76574	78880	81187	83493	85800	88106	90413	92719
	Total Net	53826	55602	57378	59154	60930	62706	64482	66258	68034	69810	71586	73362
	Net Pens.	53826	55602	57378	59154	60930	62706	64482	66258	68034	69810	71586	73362
	NPC	0	0	0	0	0	0	0	0	0	0	0	0
G.3	Gross	74838	77454	80070	82686	85303	87919	90535	93151	95768	98426	101232	104038
	Gross Pens.	73600	76114	78628	81142	83657	86171	88685	91200	93714	96228	98756	101372
	Total Net	58640	60576	62512	64448	66384	68320	70256	72192	74128	76064	78000	79936
	Net Pens.	58640	60576	62512	64448	66384	68320	70256	72192	74128	76064	78000	79936
	NPC	0	0	0	0	0	0	0	0	0	0	0	0
G.4	Gross	82039	84895	87750	90605	93461	96316	99271	102333	105396	108458	111520	114583
	Gross Pens.	80520	83265	86009	88753	91497	94241	96985	99783	102638	105494	108349	111204
	Total Net	63969	66082	68195	70308	72421	74534	76647	78760	80873	82986	85099	87212
	Net Pens.	63969	66082	68195	70308	72421	74534	76647	78760	80873	82986	85099	87212
	NPC	0	0	0	0	0	0	0	0	0	0	0	0
G.5	Gross	90205	93326	96446	99694	103041	106387	109733	113080	116426	119772	123119	126465
	Gross Pens.	88368	91367	94366	97365	100442	103562	106683	109803	112923	116044	119164	122284
	Total Net	70012	72321	74630	76939	79248	81557	83866	86175	88484	90793	93102	95411
	Net Pens.	70012	72321	74630	76939	79248	81557	83866	86175	88484	90793	93102	95411
	NPC	0	0	0	0	0	0	0	0	0	0	0	0
G.6	Gross	99309	102974	106639	110304	113970	117635	121300	124965	128630	132296	135961	139626
	Gross Pens.	97019	100380	103798	107215	110633	114050	117468	120885	124303	127721	131138	134556
	Total Net	76673	79202	81731	84260	86789	89318	91847	94376	96905	99434	101963	104492
	Net Pens.	76673	79202	81731	84260	86789	89318	91847	94376	96905	99434	101963	104492
	NPC	0	0	0	0	0	0	0	0	0	0	0	0
G.7	Gross	109858	113872	117887	121901	125916	129930	133945	137959	141974	145988	150003	154017
	Gross Pens.	106799	110542	114285	118029	121772	125515	129258	133002	136745	140488	144231	148000
	Total Net	83952	86722	89492	92262	95032	97802	100572	103342	106112	108882	111652	114422
	Net Pens.	83952	86722	89492	92262	95032	97802	100572	103342	106112	108882	111652	114422
	NPC	0	0	0	0	0	0	0	0	0	0	0	0

For notes see overleaf. * See document GB.264/PFA/13 (Amendments to the Staff Regulations).

Appendix II

Staff Regulations of the International Labour Office

Article 3.13 – Family allowance in the General Service category

- (a) An official in the General Service category at Geneva shall be paid an annual non-pensionable allowance of 3,913 Swiss francs in respect of each unmarried child for whom the official provides the main and continuing support and who is under 18 years of age, or who is in full-time attendance at a school, university or similar educational institution and is under 21 years of age, or who is physically or mentally incapacitated for work. The amount of this allowance shall be doubled for a child who has been determined by the Director-General, on the basis of medical evidence, to be physically or mentally disabled either permanently or for a period expected to be of long duration. The Director-General shall decide in each case whether the allowance shall be paid in respect of adopted children or stepchildren. The allowance shall be reduced by the amount of any allowance received from a source outside the Office by the official or the official's spouse in respect of the child. If the allowance payable under this paragraph is extinguished by such a reduction it shall nevertheless be deemed to be payable for the purposes of paragraph (b)(2) below and of all other articles of these Regulations.
- (b) An official in the General Service category at Geneva shall be paid not more than one of the following annual non-pensionable allowances:
- (1) 7,211 Swiss francs in respect of a spouse whose gross annual occupational earnings are less than step 1 of the gross salary attaching to grade G.1 of the General Service category at Geneva. If the spouse's gross annual occupational earnings exceed this amount the allowance shall be paid to the extent to which such excess is less than the amount of the allowance. When husband and wife have been legally separated, the Director-General shall decide, in each case, whether the allowance shall be paid.
 - (2) 6,789 Swiss francs in respect of a child for whom an allowance is payable under (a) above, provided that the allowance shall not be paid to an official whose spouse has gross annual occupational earnings greater than step 1 of the gross salary attaching to grade G.1 of the General Service category at Geneva. If the amount of any allowance received from a source outside the Office by the official or the official's spouse exceeds the amount of the allowance established in paragraph (a) above, the allowance payable under this subparagraph shall be reduced by the amount of such excess.
 - (3) 1,174 (1,308)¹ (1,452)² Swiss francs in respect of a parent, a brother or a sister. An allowance under this subparagraph shall be paid only upon presentation of evidence satisfactory to the Director-General that the official contributes an amount equal to at least one-half the total support of the parent, brother or sister, and, in any case, at least 2,348 (2,616)¹ (2,904)² Swiss francs a year. The allowance shall be paid in respect only of an unmarried brother or an unmarried sister who is under 18 years of age, or who is in full-time attendance at a school, university or similar educational institution and is under 21 years of age, or who is physically or mentally incapacitated for work.
- (c) An official in the General Service category at a duty station other than Geneva shall be paid a family allowance at rates and under conditions to be determined by the Director-General after consulting the Joint Negotiating Committee.

¹ These amounts apply to officials in receipt of the secondary dependant's allowance on 31 December 2001.

² These amounts apply to officials in receipt of the secondary dependant's allowance on 31 December 1993.

Notes to Appendix I

1. Gross salaries have been derived through the application of staff assessment to total net salaries.
2. Gross pensionable salaries are determined in accordance with article 54 of the Regulations of the UN Joint Staff Pension Fund. They have been derived through application of staff assessment to net pensionable salaries. Gross pensionable salaries are the basis for determining Pension Fund contributions and for determining pension benefits. Where paid, the net amount of a non-resident allowance as provided in article 3.5 and/or the net amount of a language allowance as provided in article 3.15 is added to the gross pensionable figures.
3. Total net remuneration is the sum of the non-pensionable component and the net pensionable salary.
4. Net pensionable salary is that part of net salary which is used to derive the gross pensionable salary. Net pensionable salary is the total net salary less the non-pensionable component.
5. The non-pensionable component is that part of net salary excluded from application of staff assessment in determination of the gross pensionable salary.

Article 3.15 – Incentives for language proficiency

- (a)(i) An official in the General Service category shall be paid a pensionable language allowance if, by passing a prescribed test, he demonstrates proficiency in a working language of the Office, or in another language which he has occasion to use in his work. The allowance shall not be payable for the official's mother tongue nor for any language in which the official is required to be proficient by the terms of his appointment. A language allowance shall not be paid for more than two languages.
 - (ii) The amount of the allowance payable at Geneva shall be 3,192 Swiss francs a year for one language and 4,788 Swiss francs a year for two languages. The amount of the language allowance payable at other duty stations shall be determined by the Director-General after consulting the Joint Negotiating Committee.
- (b) For officials in the Professional category and above who are already proficient in one of the working languages of the Organization³ and demonstrate, by passing a prescribed test, proficiency in one other of the following languages: Arabic, Chinese, English, French, German, Russian and Spanish, the interval between incremental dates provided for in paragraph 1 of article 6.2 of these Regulations shall be reduced to ten months for those otherwise entitled to annual increments and to 20 months for those otherwise entitled to biennial increments. The mother tongue shall not count for such reduction. The reduction shall not apply to technical cooperation project staff or to officials to whom the language requirements laid down in paragraph 2 of Annex I to these Regulations apply.

³ For the purpose of the present article these are considered to be English, French and Spanish.