



## TWELFTH ITEM ON THE AGENDA

**Composition and structure of the staff  
(Discussion paper)**

1. This document provides a modified presentation of the information on the composition and structure of the staff given to the Programme, Financial and Administrative Committee (“the Committee”) in March each year.<sup>1</sup> The Committee is asked to provide guidance to the Office on whether it would wish to have this revised presentation used as the basis for future editions of the composition and structure paper.

2. The statistical information on composition and structure of ILO staff is broken down as follows:

Table I	Distribution of staff according to place of assignment, category, type of contract and source of funds, effective 31 December 2002.
Chart I	Distribution of staff according to place of assignment, category and type of contract, effective 31 December 2002 (Source: Table I above).
Chart II	Number of staff funded from regular budget (RB) and extra-budgetary (EB) resources in 2000, 2001 and 2002 (Source: Table I above and table I from previous PFAC documents on composition and structure of the staff).
Table II	Professional and higher category staff: Distribution by nationality (1 January-31 December 2002): (a) Non-linguistic staff; (b) Linguistic staff.
Chart III	Number of Professional and higher category staff in service from 31 December 1992 to 31 December 2002 (including linguistic staff). (Source: Table II above and table II from previous PFAC documents on composition and structure of the staff).
Chart IV	Number of Professional and higher category staff by type of contract from 31 December 1992 to 31 December 2002 (Source: Table VIII from previous PFA documents on composition and structure of the staff).

<sup>1</sup> GB.286/PFA/12.

- Table III      Distribution by age, sex and grade of Professional and higher category staff, effective 31 December 2002, with percentages of women for 2001 and 2002.
- Chart V        Number of Professional and higher category staff by age from 31 December 1992 to 31 December 2002. (Source: Table III above and table V from previous PFAC documents on composition and structure of the staff).
- Table IV       Changes from fixed-term to without-limit-of-time (WLT) contracts and changes of grade between 1 January 2002 and 31 December 2002 – and 1 January 2001 and 31 December 2001.
- Chart VI       Distribution by gender and grade of staff appointed between 1 January 2002 and 31 December 2002 in the Professional category and above (Source: Table XII, GB.286/PFA/12).
- Chart VII      Distribution by age and gender of staff appointed between 1 January 2002 and 31 December 2002 in the Professional category and above (Source: Table XII, GB.286/PFA/12).

Geneva, 13 February 2003.

*Submitted for comment.*

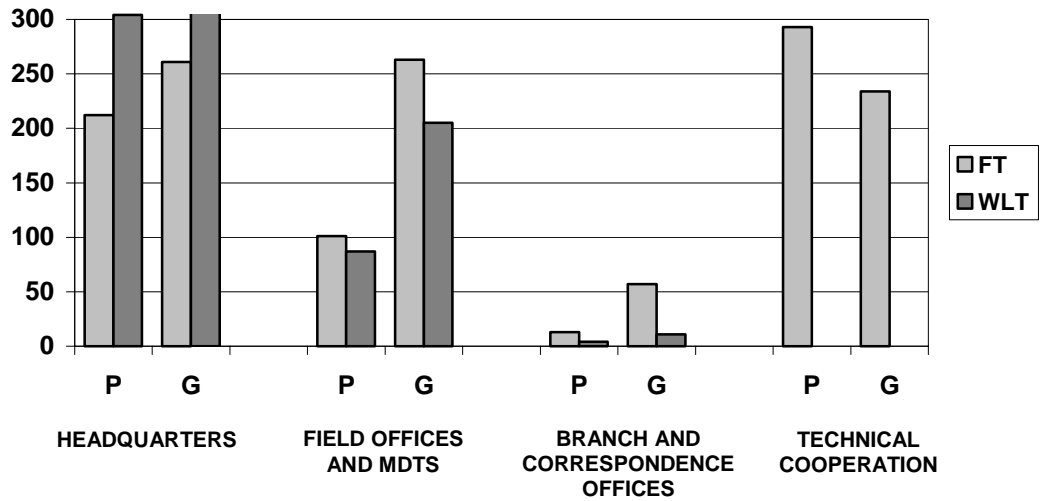
**Table I. Distribution of staff according to place of assignment, category, type of contract and source of funds, effective 31 December 2002**

Place of assignment and category of staff	Officials employed						Total
	Regular budget resources			Extra-budgetary resources			
	WLT*	FT**	Subtotal	WLT*	FT**	Subtotal	
<b>(a) Headquarters</b>							
Professional category and above	279	186	465	25	26	51	516
General Service category	284	193	477	33	68	101	578
Subtotal (a)	563	379	942	58	94	152	1 094
Total (a)	563	379	942	58	94	152	1 094
<b>(b) Field offices (Other than Branch and Correspondence Offices) and multidisciplinary teams</b>							
Professional category and above	81	99	180	6	2	8	188
General Service category	180	207	387	25	56	81	468
Subtotal (b)	261	306	567	31	58	89	656
Total (a) + (b)	824	685	1 509	89	152	241	1 750
<b>(c) Branch and Correspondence Offices</b>							
Professional category and above	3	13	16	1	0	1	17
General Service category	9	36	45	2	21	23	68
Subtotal (c)	12	49	61	3	21	24	85
Total (a) + (b) + (c)	836	734	1 570	92	173	265	1 835
<b>(d) Technical cooperation</b>							
Professional category and above	0	18	18	0	275	275	293
General Service category	0	7	7	0	227	227	234
Subtotal (d)	0	25	25	0	502	502	527
Grand total	836	759	1 595	92	675	767	2362

\* WLT = Without limit of time. \*\* FT = Fixed term.

**Chart I. Distribution of staff according to place of assignment, category and type of contract, effective 31 December 2002**

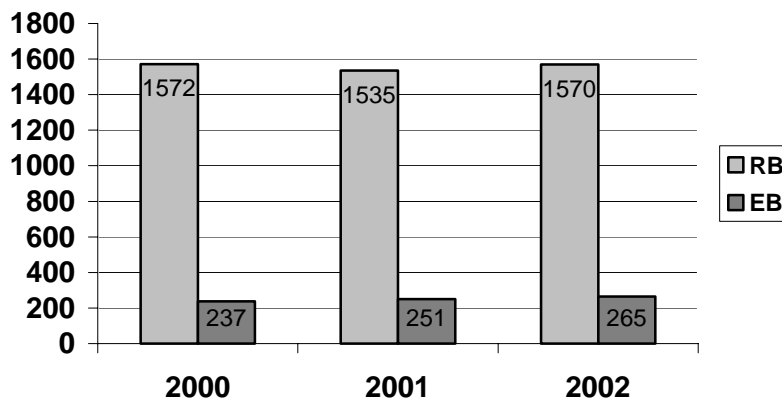
(Source: Table I)



P = Professional Staff  
 G = General Service Staff  
 FT = Fixed-term  
 WLT = Without limit of time

**Chart II. Number of staff funded from regular budget (RB) and extra-budgetary (EB) resources in 2000, 2001 and 2002**

(Source: Table I above and table I from previous PFAC documents on composition and structure of the staff )



**Table II. Professional and higher category staff: Distribution by nationality  
(1 January-31 December 2002)**

Note: The number of staff in service (figures shown in columns (a) and (d)) does not include staff on extended leave without pay or on secondment to other organizations (leave or secondment for one year or more). Additions to the Professional category staff may result from internal promotions from the General Service category, and occasionally the reverse may occur.

**(a) Non-linguistic staff**

Nationality	(a) Staff on 31.12.01		(b) Recruited 01.01.02-31.12.02		(c) Departures 01.01.02-31.12.02		(d) Staff on 31.12.02	
	M	F	M	F	M	F	M	F
Afghanistan	1	0	0	0	0	0	1	0
Algeria	3	2	0	0	0	0	3	2
Angola	1	0	0	0	1	0	0	0
Argentina	4	1	0	0	0	0	4	1
Armenia	0	1	0	0	0	0	0	1
Australia	12	5	2	0	0	1	14	4
Austria	1	1	0	1	0	0	1	2
Bahrain	0	1	0	0	0	0	0	1
Bangladesh	5	0	0	0	0	0	5	0
Barbados	2	0	0	0	1	0	1	0
Belgium	8	2	2	1	0	0	10	3
Benin	4	0	0	0	0	0	4	0
Bosnia and Herzegovina	1	0	0	0	0	0	1	0
Botswana	1	0	0	0	0	0	1	0
Brazil	3	4	0	0	0	0	3	4
Bulgaria	2	1	0	0	0	0	2	1
Burkina Faso	1	2	0	0	0	0	1	2
Burundi	2	0	0	0	0	0	2	0
Cameroon	4	0	0	0	1	0	3	0
Canada	13	7	0	0	2	0	11	7
Cape Verde	1	0	0	0	0	0	1	0
Chad	2	0	0	0	0	0	2	0
Chile	6	1	0	0	0	0	6	1
China	4	2	0	0	1	0	3	2
Colombia	2	2	0	0	0	0	2	2
Comoros	0	1	0	0	0	0	0	1
Congo	0	1	0	0	0	1	0	0
Costa Rica	1	2	0	0	0	0	1	2
Cote d'Ivoire	2	3	0	0	0	0	2	3
Croatia	0	0	0	1	0	0	0	1
Cuba	1	0	0	0	0	0	1	0
Czech Republic	1	1	0	0	0	0	1	1
Dem. Rep. of the Congo	2	0	0	1	0	0	2	1
Denmark	1	1	3	0	0	0	4	1
Djibouti	0	1	0	0	0	1	0	0
Dominica	0	1	0	0	0	0	0	1
Dominican Republic	1	0	0	0	0	0	1	0

## (a) Non-linguistic staff

Nationality	(a) Staff on 31.12.01		(b) Recruited 01.01.02-31.12.02		(c) Departures 01.01.02-31.12.02		(d) Staff on 31.12.02	
	M	F	M	F	M	F	M	F
	Ecuador	1	0	0	0	0	0	1
Egypt	3	1	0	0	0	0	3	1
Eritrea	0	0	0	1	0	0	0	1
Ethiopia	1	0	0	0	0	0	1	0
Finland	5	0	0	0	0	0	5	0
France	25	12	1	3	0	1	26	14
Germany	28	11	0	0	2	1	26	10
Ghana	4	1	1	0	0	0	5	1
Greece	2	0	0	1	0	0	2	1
Guatemala	1	0	0	0	0	0	1	0
Guyana	1	1	0	0	0	1	1	0
Haiti	0	1	0	0	0	0	0	1
Honduras	0	1	0	0	0	0	0	1
Hungary	2	1	1	0	1	0	2	1
India	10	1	1	0	1	0	10	1
Indonesia	1	0	0	0	0	0	1	0
Iran, Islamic Rep. of	4	2	0	0	0	0	4	2
Ireland	1	2	0	0	0	0	1	2
Israel	1	0	0	0	0	0	1	0
Italy	14	7	4	0	1	0	17	7
Jamaica	0	1	0	0	0	0	0	1
Japan	13	18	1	4	1	0	13	22
Jordan	1	1	0	0	0	0	1	1
Kenya	4	0	0	0	0	0	4	0
Korea, Rep. of	2	0	3	0	0	0	5	0
Lao People's Dem. Rep.	1	0	0	0	0	0	1	0
Lebanon	2	3	0	0	0	0	2	3
Luxembourg	1	1	0	0	0	0	1	1
Madagascar	1	0	0	0	0	0	1	0
Malaysia	6	2	0	0	1	0	5	2
Mali	3	0	0	0	0	0	3	0
Malta	1	0	0	0	0	0	1	0
Mauritania	1	1	0	0	0	0	1	1
Mauritius	3	0	0	0	0	0	3	0
Mexico	6	1	0	0	0	0	6	1
Mongolia	0	1	0	0	0	0	0	1
Morocco	3	0	0	0	0	0	3	0
Myanmar	0	1	0	0	0	0	0	1
Nepal	1	1	0	0	0	0	1	1
Netherlands	15	2	0	0	1	0	14	2
New Zealand	4	1	0	0	1	0	3	1
Nicaragua	1	0	0	0	0	0	1	0
Niger	2	0	0	0	1	0	1	0

**(a) Non-linguistic staff**

Nationality	(a) Staff on 31.12.01		(b) Recruited 01.01.02-31.12.02		(c) Departures 01.01.02-31.12.02		(d) Staff on 31.12.02	
	M	F	M	F	M	F	M	F
Nigeria	4	2	0	0	0	0	4	2
Norway	3	1	0	0	0	0	3	1
Pakistan	6	0	0	0	1	0	5	0
Panama	1	0	0	0	0	0	1	0
Peru	4	1	1	0	0	0	5	1
Philippines	2	3	0	1	0	0	2	4
Poland	2	0	0	1	0	0	2	1
Portugal	1	1	0	0	0	0	1	1
Russian Federation	19	3	1	0	2	0	18	3
Rwanda	2	0	1	0	0	0	3	0
Sao Tome and Principe	1	0	0	0	0	0	1	0
Senegal	5	0	0	0	0	0	5	0
Sierra Leone	3	0	0	0	0	0	3	0
Singapore	1	1	0	0	1	0	0	1
Slovakia	0	1	0	0	0	0	0	1
Somalia	1	0	0	0	0	0	1	0
South Africa	0	1	0	0	0	0	0	1
Spain	14	5	0	0	0	0	14	5
Sri Lanka	2	2	0	0	1	0	1	2
Suriname	1	0	0	0	0	0	1	0
Sweden	2	2	0	0	1	0	1	2
Switzerland	6	3	1	0	0	0	7	3
Tanzania, United Rep. of	2	1	0	0	1	0	1	1
Thailand	0	4	0	1	0	0	0	5
The former Yugoslav Republic of Macedonia	0	1	0	0	0	0	0	1
Togo	3	0	0	0	0	0	3	0
Trinidad and Tobago	0	2	0	0	0	0	0	2
Tunisia	2	1	1	0	0	0	3	1
Turkey	1	1	0	0	0	0	1	1
Uganda	2	0	0	0	0	0	2	0
Ukraine	4	0	0	0	0	0	4	0
United Kingdom	14	11	0	2	1	0	13	13
United States	46	48	4	6	1	4	49	50
Uruguay	5	1	0	0	1	0	4	1
Venezuela	4	2	0	0	0	0	4	2
Viet Nam	0	1	0	0	0	0	0	1
Yemen	1	0	0	0	1	0	0	0
Zambia	0	1	0	0	0	0	0	1
Zimbabwe	1	1	1	0	0	0	2	1
<b>Total by sex</b>	<b>432</b>	<b>219</b>	<b>29</b>	<b>24</b>	<b>27</b>	<b>10</b>	<b>434</b>	<b>233</b>
<b>Total (a) Non-linguistic staff</b>	<b>651</b>		<b>53</b>		<b>37</b>		<b>667</b>	

## (b) Linguistic staff

Nationality	(a) Staff on 31.12.01		(b) Recruited 01.01.02-31.12.02		(c) Departures 01.01.02-31.12.02		(d) Staff on 31.12.02	
	M	F	M	F	M	F	M	F
Algeria	0	1	0	0	0	0	0	1
Argentina	1	0	0	0	0	0	1	0
Belgium	1	0	0	0	0	0	1	0
Canada	1	0	0	0	1	0	0	0
Chile	1	0	0	0	0	0	1	0
China	1	2	0	0	0	0	1	2
Egypt	1	0	0	0	0	0	1	0
France	4	8	0	0	0	0	4	8
Germany	2	1	0	0	1	0	1	1
Greece	0	1	0	0	0	0	0	1
Jamaica	0	1	0	0	0	0	0	1
Jordan	1	0	0	0	0	0	1	0
Lebanon	0	1	0	0	0	0	0	1
Madagascar	0	1	0	0	0	1	0	0
New Zealand	0	0	0	1	0	0	0	1
Panama	1	0	0	0	0	0	1	0
Russian Federation	2	0	0	0	0	0	2	0
Spain	3	4	0	0	1	0	2	4
Sweden	0	1	0	0	0	0	0	1
Switzerland	0	2	0	0	0	0	0	2
Thailand	1	0	0	0	0	0	1	0
United Kingdom	5	4	1	1	0	1	6	4
United States	1	1	0	0	0	0	1	1
Uruguay	0	2	0	0	0	0	0	2
<b>Total by sex</b>	<b>26</b>	<b>30</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>24</b>	<b>30</b>
<b>Total (b) Linguistic staff</b>	<b>56</b>		<b>3</b>		<b>5</b>		<b>54</b>	
<b>Grand total Table II</b>	<b>707</b>		<b>56</b>		<b>42</b>		<b>721</b>	



The following nationalities were unrepresented on non-linguistic posts as at 31 December 2002:

Albania	Lesotho
Angola	Liberia
Antigua and Barbuda	Libyan Arab Jamahiriya
Azerbaijan	Lithuania
Bahamas	Malawi
Belarus	Moldova, Republic of
Belize	Mozambique
Bolivia	Namibia
Cambodia	Oman
Central African Republic	Papua New Guinea
Congo	Paraguay
Cyprus	Qatar
Djibouti	Romania
El Salvador	Saint Kitts and Nevis
Equatorial Guinea	Saint Lucia
Estonia	Saint Vincent and the Grenadines
Fiji	San Marino
Gabon	Saudi Arabia
Gambia	Seychelles
Georgia	Slovenia
Grenada	Solomon Islands
Guinea	Sudan
Guinea-Bissau	Swaziland
Iceland	Syrian Arab Republic
Iraq	Tajikistan
Kazakhstan	Turkmenistan
Kiribati	United Arab Emirates
Kuwait	Uzbekistan
Kyrgyzstan	Yemen
Latvia	Yugoslavia

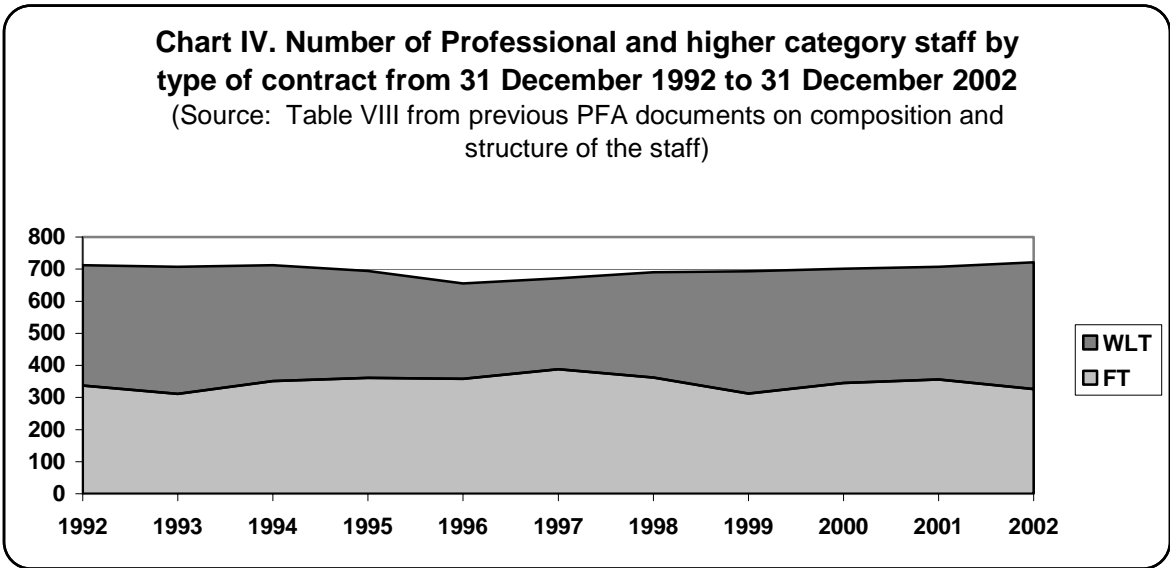
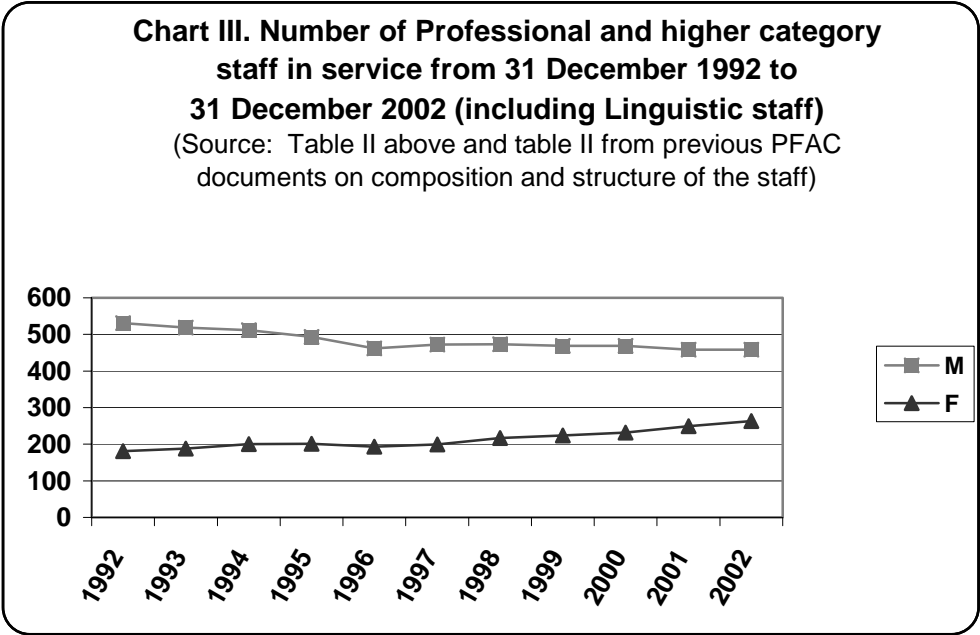


Table III. Distribution by age, sex and grade of Professional and higher category staff, effective 31 December 2002, with percentages of women for 2001 and 2002

Grade	35 and under		36 to 45		46 to 55		Over 55		TOTAL		% of women 31.12.02	% of women 31.12.01
	M	F	M	F	M	F	M	F	M	F		
DG	0	0	0	0	0	0	1	0	1	0	0.0	0.0
Executive and Regional Directors	0	0	0	0	2	1	5	1	7	2	22.2	20.0
D.2	0	0	0	0	4	1	17	3	21	4	16.0	19.0
D.1	0	0	3	2	20	8	30	9	53	19	26.4	24.7
P.5	1	0	17	7	101	41	91	21	210	69	24.7	23.1
P.4	3	1	36	41	52	30	13	10	104	82	44.1	44.3
P.3	9	20	22	22	12	17	1	1	44	60	57.7	55.0
P.2	8	14	1	4	0	1	0	0	9	19	67.9	63.2
<b>Subtotal</b>	<b>21</b>	<b>35</b>	<b>79</b>	<b>76</b>	<b>191</b>	<b>99</b>	<b>158</b>	<b>45</b>	<b>449</b>	<b>255</b>	<b>36.2</b>	<b>34.9</b>
<b>Branch Offices:</b>												
Director (Branch Office)	0	0	1	0	1	1	5	1	7	2	22.2	25.0
Deputy Director (Branch Office)	0	0	0	0	1	0	0	0	1	0	0.0	0.0
Branch Officer	0	0	0	1	0	2	1	3	1	6	85.7	85.7
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>6</b>	<b>4</b>	<b>9</b>	<b>8</b>	<b>47.1</b>	<b>50.0</b>
<b>Total by sex</b>	<b>21</b>	<b>35</b>	<b>80</b>	<b>77</b>	<b>193</b>	<b>102</b>	<b>164</b>	<b>49</b>	<b>458</b>	<b>263</b>		
Percentage	37.5%	62.5%	51.0%	49.0%	65.4%	34.6%	77.0%	23.0%	63.5%	36.5%		
<b>Total M and F</b>	<b>56</b>		<b>157</b>		<b>295</b>		<b>213</b>		<b>721</b>			
<b>% of Total</b>	<b>7.77%</b>		<b>21.78%</b>		<b>40.92%</b>		<b>29.54%</b>		<b>100.00%</b>			

**Chart V. Number of Professional and higher category staff by age from 31 December 1992 to 31 December 2002**

(Source: Table III above and table V from previous PFAC documents on composition and structure of the staff)

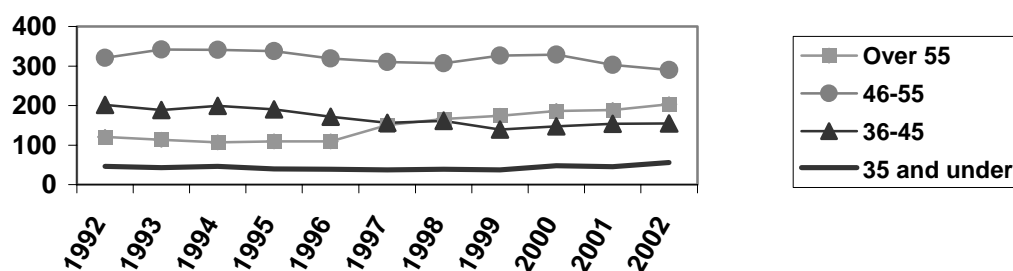


Table IV. Changes from fixed-term to without-limit-of-time (WLT) contracts and changes of grade between 1 January 2002 and 31 December 2002 – and 1 January 2001 and 31 December 2001

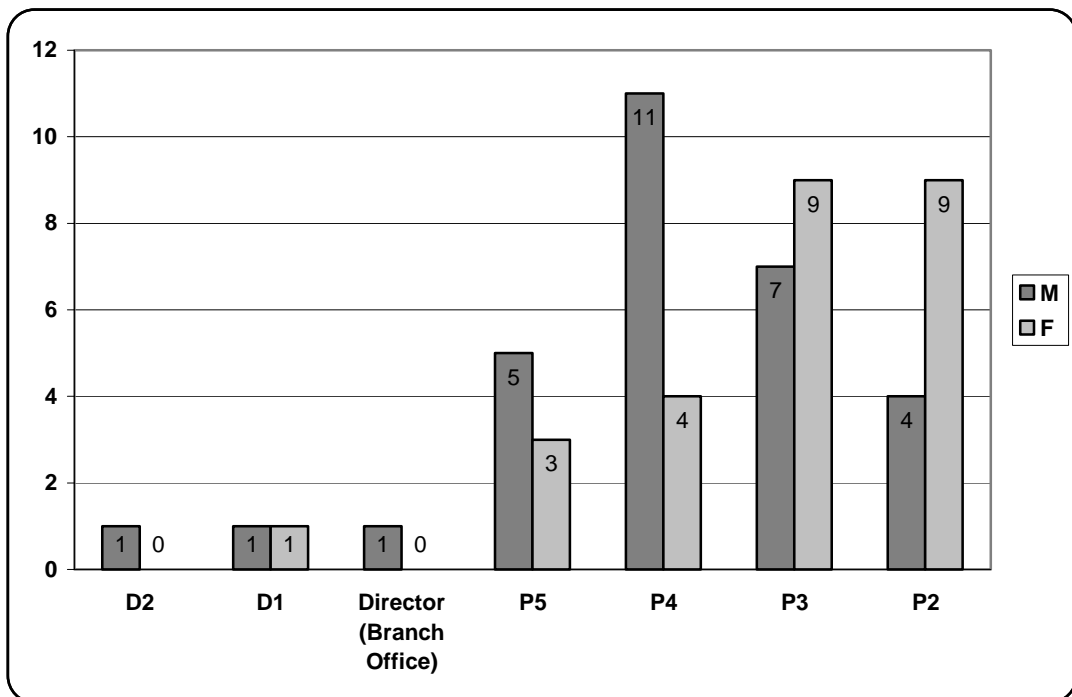
(a) Changes from fixed-term to without-limit-of-time (WLT) contracts between 1 January 2002 and 31 December 2002 – and 1 January 2001 and 31 December 2001

Year	Professional category and above		General Service category	
	Male	Female	Male	Female
2002	51	24	31	56
2001	27	18	22	55

(b) Changes of grade (including promotions of established officials) between 1 January 2002 and 31 December 2002 - and 1 January 2001 and 31 December 2001

Year	Professional category and above				General Service category			
	Without-limit-of-time contracts		Fixed-term contracts		Without-limit-of-time contracts		Fixed-term contracts	
	Male	Female	Male	Female	Male	Female	Male	Female
2002	24	13	24	10	18	65	32	78
2001	37	28	38	29	21	52	28	60

Chart VI. Distribution by gender and grade of staff appointed between 1 January 2002 and 31 December 2002 in the Professional category and above  
(Source: Table XII, GB.286/PFA/12)



**Chart VII. Distribution by age and gender of staff appointed between 1 January 2002 and 31 December 2002 in the Professional category and above**  
(Source: Table XII, GB.286/PFA/12)

