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COMPENSATION  
FUND

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## AMENDMENTS TO STAFF RULES

### Note by the Director

#### 1 Introduction

1.1 Under Staff Regulation 14, the IOPC Fund's staff members' salaries, allowances and grants, and the conditions of entitlement thereto, shall, except as may otherwise be provided in the Staff Regulations, conform whenever appropriate with the United Nations common system, as applied by the International Maritime Organization (IMO). Changes to the IMO Staff Regulations and Rules therefore have to be reflected, mutatis mutandis, in the IOPC Fund's Staff Regulations and Rules.

1.2 The Director shall issue amendments to the IOPC Fund's Staff Rules necessary to implement the Staff Regulations. Such amendments shall be reported to the Assembly (Staff Regulation 28).

1.3 Changes made to the IMO Staff Rules since the 11th session of the Assembly of the IOPC Fund were reported by the Secretary-General of IMO in IMO documents C 61/18(d), C 62/18 (a), C 62/18(b), C 62/18(c) and C 62/18(d). The amendments relate to the scale of pensionable remuneration, the education grant and the allowance for dependent children for staff in the Professional and higher categories, to the salary scale for staff in the General Service category and to the salary policy in promotions. The Secretary-General has also implemented amendments to dependency allowances for staff in the General Service category.

1.4 In accordance with the decision of the Assembly at its 11th session, the Director has also issued amendments with regard to the levels of contributions to the Provident Fund.

#### 2 Scale of Pensionable Remuneration of Staff in the Professional and Higher Categories

2.1 The scale of pensionable remuneration for staff in the Professional and higher categories, which is used to calculate contributions to the IOPC Fund's Provident Fund, is subject to an adjustment mechanism approved by the United Nations General Assembly and implemented by the International Civil Service Commission (ICSC). In accordance with this mechanism, increases in pensionable

remuneration throughout the United Nations common system take place when remuneration is increased at the base of the system in New York. Two such increases (following increases in United States civil service pay, and taking into account United States price increases) have taken place since the 11th session of the IOPC Fund Assembly. The consequent increases in pensionable remuneration amount to 5.2% in January 1989 and 5.7% in May 1989.

2.2 With the approval of the IMO Council, the Secretary-General of IMO implemented these new scales of pensionable remuneration for staff in the Professional and higher categories with effect from 1 January 1989 and 1 May 1989, respectively.

2.3 The Director implemented the corresponding new scales of pensionable remuneration with effect from 1 January 1989 and 1 May 1989, respectively. The scale which is reproduced in Annex I to this document forms a new Annex H to the IOPC Fund's Staff Rules for the period 1 January 1989 to 30 April 1989, and the scale which is reproduced in Annex II forms a new Annex H with effect from 1 May 1989.

### **3 Education Grant for Staff in the Professional and Higher Categories**

3.1 At its 1988 session, the United Nations General Assembly decided to increase the maximum amount of admissible education expenses per annum from \$6 000 to \$9 000, in view of increases in educational costs since the amount of \$6 000 was established in 1983. The grant itself remains at 75% of admissible educational expenses; the maximum grant was therefore increased from \$4 500 to \$6 750. In addition, it was also decided that in certain countries, including the United Kingdom, the maximum amounts in question should be established in local currency using the 1 April 1988 rate of exchange. The maximum amount of the grant in respect of the United Kingdom is thus £4 408.

3.2 With the approval of the IMO Council, the Secretary-General of IMO amended the IMO Staff Regulations and Rules concerning the education grant with effect from the school year in progress on 1 January 1989.

3.3 The Director made corresponding amendments to paragraphs (d),(e),(k) and (m) of Staff Rule IV.10. The revised text of Staff Rule IV.10 is reproduced at Annex III.

### **4 Dependency Allowance for Staff in the Professional and Higher Categories**

4.1 At its 1988 session, the United Nations General Assembly decided to increase the dependency allowance paid per child for staff in the Professional and higher categories from \$700 to \$1 050, in view of the increase which had taken place in national allowances at major duty stations in the five years since the allowance was last established. It was also decided that in certain countries, including the United Kingdom, the amounts in question should be established in local currency using the 1 April 1988 rate of exchange.

4.2 With the approval of the IMO Council, the Secretary-General of IMO amended the IMO Staff Regulations concerning the dependency allowance with effect from 1 January 1989.

4.3 The Director made corresponding amendments to paragraphs (a) and (h) of Staff Rule IV.11. The revised text of Staff Rule IV.11 is reproduced at Annex IV.

5 General Service Salary Scale

5.1 The General Service salary scale is subject to interim adjustments in accordance with recommendations by the ICSC. These adjustments are based on an average of the movement of the United Kingdom Retail Price Index (RPI) and the United Kingdom Average Earnings Index (AEI). Increases are implemented as of the first day of the month following that in which the weighted average index of the RPI and AEI has reached or overtaken a level of 5% above its level at the previous adjustment. If this increase has not reached 5% or more within one year, the interim adjustment is made on an annual basis. The increase in net salaries corresponds to 90% of the movement of the average index.

5.2 An adjustment to the General Service salary scale was implemented by the Director with effect from 1 April 1988 and reported to the Assembly at its 11th session (document FUND/A.11/15, paragraph 5.6).

5.3 The requirement for a further adjustment to the General Service salary scale was met in December 1988. The increase in salaries amounted to 5.1%. This increase was implemented within IMO from 1 December 1988.

5.4 The Director introduced the corresponding new salary scale for IOPC Fund staff in the General Service category, with effect from 1 December 1988, to reflect the increases within IMO. This new scale, which is reproduced in Annex V to this document, forms Annex E to the IOPC Fund's Staff Rules.

6 Dependency Allowances for Staff in the General Service Category

6.1 Following changes in the personal allowances in the United Kingdom tax system and in social security benefits, changes in the spouse allowance and the child allowance for single parent families were implemented within IMO with effect from 1 April 1989.

6.2 The revised amounts of the dependency allowances for General Service staff were thus established as follows:

	£	<u>Effective</u> <u>Date</u>
Dependent spouse	398	1 April 1989
First dependent child of a married staff member	383	1 April 1989
First dependent child of a single, widowed, or divorced staff member	1 045	1 April 1989
Each additional dependent child	383	1 April 1989
Secondary dependant (where there is no dependent spouse, for either a dependent parent, dependent brother or dependent sister)	36	no change

6.3 The Director introduced the corresponding new dependency allowances for staff in the General Service category, with effect from 1 April 1989, to reflect the increases within IMO. These new dependency allowances appear in Annex E to the IOPC Fund's Staff Rules and are reproduced in Annex V to this document.

## **7 Levels of Contributions to the Provident Fund**

7.1 At its 11th session, the Assembly decided to increase the levels of contributions to the Provident Fund to 7.4 % and 14.8 % for staff members and the IOPC Fund, respectively, with effect from 1 July 1988 (document FUND/A.11/20, paragraph 12.1).

7.2 In view of this decision, the Director issued amendments to Staff Rule VIII.5(b), with effect from 1 July 1988. These amendments were reported to the Assembly (document FUND/A.11/15/Add.1).

7.3 The Assembly also decided at its 11th session on further increases in the levels of contributions to the Provident Fund as from 1 July 1989.

7.4 In accordance with this decision, the Director issued further amendments to Staff Rule VIII.5(b) with effect from 1 July 1989. This Rule, as amended, reads as follows:

"(b) All staff members as defined in sub-clause VIII.5(h) shall participate in the Provident Fund which shall consist of:

(i) Contributions of 7.5 % of the pensionable remuneration of all staff members payable by them as from the dates of commencement of their services with the Fund respectively;

(ii) Contributions of 15 % of the pensionable remuneration of staff members to be made by the Fund as from the date of commencement of their services with the Fund respectively;

(iii) The interest accrued from the investment of these contributions."

## **8 Salary Policy in Promotions**

8.1 The Secretary-General of IMO amended the IMO Staff Rules relating to the salary policy in promotions, to clarify the practice for promotions from the General Service grade to the Professional grade. As the top step in the General Service scale is equivalent to the fourth step at the P.1 level, the relevant IMO Staff Rule was amended to embody in the Rules the procedure for calculating the remuneration of a staff member who is promoted from the General Service to the Professional category. In addition, a new paragraph was inserted to ensure that staff members do not receive a cut in pensionable remuneration. The recent reductions in pensionable remuneration at the Professional level, coupled with the annual increases in General Service pensionable remuneration, have meant that there is a considerable overlap between pensionable remuneration at the top of the General Service category and the bottom of the Professional category.

8.2 The Director made corresponding amendments to Rule IV.6 of the IOPC Fund's Staff Rules. The revised text of Staff Rule IV.6 is reproduced at Annex VI.

9 Remuneration for Staff in the Professional and Higher Categories

It should be mentioned that the May 1989 increase in remuneration in New York for staff in the Professional and higher categories mentioned in paragraph 2.1 above also led to the removal of the freeze in remuneration in London which had been in place since early 1985 for staff in these categories. During the period of the freeze, the real value of remuneration for staff in these categories fell in London by around 25 %. The London increase in remuneration in May 1989, which was effected by a rise in the cost of living allowance (post adjustment) as determined by the ICSC, amounts to around 5 %.

10 Action to be Taken by the Assembly

The Assembly is invited to take note of the information contained in this document.

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New Annex H to Staff Rules

Pensionable remuneration for Professional and higher categories  
(in United States dollars)  
(Effective 1 January 1989)

Grade	Steps												
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
P.1	29620	30720	31700	32690	33780	34760	35960	37170	38370	39460			
* P.2	37710	39020	40230	41530	42850	44050	45360	46560	47980	49300	50610		
* P.3	46560	48200	49740	51160	52680	54210	55850	57390	58590	60120	61540	62850	64270
* P.4	56950	58950	60230	61750	63510	65040	66570	67990	69620	71380	73020	74650	
P.5	70280	71930	73450	74990	76620	78050	79680	81210	82860	84380			
D.1	78050	80020	81980	83950	85920	87880	89740						
D.2	89410	91700	93890	96180									
ASG	107230												
USG	115970												

ANNEX I

FUND/A.12/18



ANNEX III

## AMENDMENTS TO STAFF RULE IV.10

(Amendments underlined)

Education Grant

## Definitions

- (a) [unchanged]

## Eligibility

- (b) [unchanged]

- (c) [unchanged]

## Amount of the Grant

- (d) In the case of attendance at an educational institution outside the duty station, the amount of the grant shall be:
- (i) where the institution provides board for the child, the sum of 75 % of the cost of attendance and board, up to a maximum grant of \$6 750 per year;
  - (ii) where the institution does not provide board, \$2 000 plus 75 % of the cost of attendance, up to a maximum grant of \$6 750 per year.
- (e) In the case of attendance at an educational institution at the duty station, the amount of the grant shall be 75 % of the cost of attendance, up to a maximum grant of \$6 750 per year.

- (f) [unchanged]

- (g) [unchanged]

## Travel

- (h) [unchanged]

## Tuition of the Mother Tongue

- (i) [unchanged]

## Claims

- (j) [unchanged]

Local Currency

- (k) For expenses incurred in certain duty stations, the allowances specified in (d), (e) and (m) of this rule will be determined in local currency in accordance with procedures established by the Director.



Special Education Grant for Disabled Children

- (l) [unchanged]
- (m) The amount of the grant shall be 100 % of the educational expenses actually incurred, up to a maximum grant of \$9 000 per year. If the disabled child is eligible for the regular education grant, the total amount payable under the two types of grant shall not exceed \$9 000 per year. "Educational expenses" reimbursable under the special education grant shall comprise the expenses incurred to provide an educational programme designed to meet the needs of the disabled child in order that he may obtain the highest possible level of functional ability. Expenses for special equipment required for the rehabilitation of a disabled child may be reimbursed, if not otherwise covered under health insurance, up to a maximum of \$1 000 per annum.
- (n) [unchanged]
- (o) [unchanged]
- (p) [unchanged]
- (q) [unchanged]
- (r) [unchanged]

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ANNEX IV

AMENDMENTS TO STAFF RULE IV.11

(Amendments underlined)

Dependency Allowances

- (a) Staff members in the Professional and higher categories shall be entitled to receive dependency allowances as follows:
- (i) \$1 050 per annum for each dependent child except that, where there is no dependent spouse, no allowance shall be paid for the first dependent child in respect of whom the dependency rate of staff assessment shall apply. For expenses incurred in certain duty stations, the allowance will be determined in local currency in accordance with procedures established by the Director.
  - (ii) where there is no dependent spouse, a single annual allowance of \$300 for either a dependent parent, a dependent brother or dependent sister.
- (b) [unchanged]
- (c) [unchanged]
- (d) [unchanged]
- (e) [unchanged]
- (f) [unchanged]
- (g) [unchanged]
- (h) The amount of the allowance payable in local currency under (a)(ii) above shall not be less than the local currency equivalent of the dollar amount at the time it was established or last revised.

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New Annex E to Staff Rules

GENERAL SERVICE CATEGORY - SALARIES  
SHOWING ANNUAL GROSS AND NET AFTER APPLICATION OF STAFF ASSESSMENT  
(In Pounds Sterling)  
(Effective 1 December 1988)

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ANNEX V

Grade		Steps									
		I	II	III	IV	V	VI	VII	VIII	IX	X
G.1	Gross	7348	7664	7983	8301	8622	8942	9259	9579	9897	10222
	Net	6056	6299	6541	6783	7027	7270	7511	7754	7996	8238
G.2	Gross	8300	8658	9017	9375	9731	10091	10458	10824	11195	11561
	Net	6782	7054	7327	7599	7870	8141	8413	8684	8958	9229
G.3	Gross	9372	9771	10174	10585	10996	11406	11818	12228	12641	13065
	Net	7597	7900	8203	8507	8811	9114	9419	9723	10025	10330
G.4	Gross	10585	11046	11507	11968	12430	12898	13373	13848	14320	14794
	Net	8507	8848	9189	9530	9872	10210	10552	10894	11234	11575
G.5	Gross	11965	12478	13006	13537	14065	14594	15122	15652	16181	16724
	Net	9528	9908	10288	10670	11050	11431	11811	12193	12574	12955
* * * G.6	Gross	13538	14133	14724	15319	15912	16511	17123	17733	18344	18950
	Net	10671	11099	11525	11953	12380	12806	13234	13661	14089	14513
G.7	Gross	15319	15983	16659	17344	18026	18711	19397	20083	20788	21492
	Net	11953	12431	12909	13389	13866	14346	14826	15304	15783	16262
G.8	Gross	17341	18107	18871	19637	20416	21204	21991	22777	23567	24373
	Net	13387	13923	14458	14994	15530	16066	16601	17136	17673	18208

The difference between steps I-X within grades indicates annual increments awarded on the basis of satisfactory service.

Dependency allowances

Net per annum

Dependent spouse .....	£398
First dependent child of a married staff member .....	£383
First dependent child of a single, widowed or divorced staff member .....	£1045
Each additional dependent child .....	£383
Secondary dependant (where there is no dependent spouse, for either a dependent parent, dependent brother or dependent sister) .....	£36
<u>Language allowance</u> (to be included in pensionable remuneration) .....	£416
<u>Non-resident's allowance</u> (to be included in pensionable remuneration): for staff recruited before 1 September 1983	£225
for staff recruited after 1 September 1983	Nil

ANNEX VI

## AMENDMENTS TO STAFF RULE IV.6

(Amendments underlined)

Salary Policy in Promotions

Staff members receiving promotions shall be paid in accordance with the following provisions:

- (a) [unchanged]
  - (b) when, on promotion, a staff member becomes ineligible for payment of non-resident's allowance and/or language allowance which he has formerly been receiving, the amount he has been receiving for these allowances shall be added to his salary before promotion to establish his step rate and date of next salary increment under (a) or (c) of this Rule;
  - (c) on promotion of a staff member from the General Service category to the Professional category, the staff member's step in the Professional level and the date of his next salary increment shall be determined in such a way that the total of the new net base salary plus the appropriate post adjustment at the single rate shall, during the first year following promotion, exceed the salary which the staff member would have received in the General Service category by the amount of one step in the new salary level, including the non-resident's allowance, if applicable;
  - (d) where the promotion of a staff member from the General Service category to the Professional category would result in a reduction of his pensionable remuneration, the staff member may retain the level of pensionable remuneration reached immediately prior to promotion until it is surpassed as a result of the staff member's advancement in the level or further promotion.
-