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AMENDMENTS TO THE 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 Regulations and Rules since the 17th session of the Assembly of the IOPC Fund were reported by the Secretary-General of IMO in IMO documents C 73/15, C 73/15/Add.1, C 74/17 and C 74/17/Add.1. The amendments relate to staff assessment, the scale of pensionable remuneration and a language incentive scheme for staff in the Professional and higher categories, and to salary scales, dependency allowances and education grant for staff in all categories.

2 Salary scale for staff in the Professional and higher categories

2.1 At its 1994 session, the United Nations General Assembly approved a recommendation of the International Civil Service Commission (ICSC) to consolidate several classes of post adjustment into the base salary scale for staff in the Professional and higher categories, with effect from 1 March 1995. For London, the effect of this consolidation is neutral in income terms. Whilst base salaries increased by approximately 4.1%, the post adjustment payments decreased by a corresponding amount. However, separation payments and mobility and hardship allowances increased by this percentage, as they are based on the net base salary scales.

2.2 In accordance with prior authority given to him by the IMO Council, the Secretary-General of IMO implemented the new salary scale for staff in the Professional and higher categories with effect from 1 March 1995.

2.3 The Director implemented the new scale of base salaries with effect from 1 March 1995. This scale, which is reproduced in Annex I to this document, forms a new Annex A to the IOPC Fund's Staff Rules.

3 Staff assessment for staff in the Professional and higher categories

3.1 The staff assessment rates are based on a weighted average of the national income taxes at the seven headquarters locations of the United Nations system. These rates are utilised - by reverse application on the net salaries - to obtain the gross salaries of staff in the Professional and higher categories. As a consequence of the change in the net base salary scale, the United Nations General Assembly introduced a new scale of staff assessment with effect from 1 March 1995.

3.2 In accordance with prior authority given to him by the IMO Council, the Secretary-General of IMO implemented this new scale of staff assessment for staff in the Professional and higher categories with effect from 1 March 1995.

3.3 The Director implemented the corresponding new scale of staff assessment with effect from 1 March 1995. This scale, which is reproduced in Annex II to this document, forms a new Annex B to the IOPC Fund's Staff Rules.

4 Scale of pensionable remuneration for staff in the Professional and higher categories

4.1 The scale of pensionable remuneration for staff in the Professional and higher categories is used to calculate contributions to the IOPC Fund's Provident Fund. This scale is subject to an adjustment mechanism approved by the United Nations General Assembly and implemented by the ICSC. As part of the approved adjustment process a new scale of pensionable remuneration for staff in the Professional and higher categories was issued by the ICSC with effect from 1 November 1994. The increase in pensionable remuneration amounted to 2.73%.

4.2 In accordance with prior authority given to him by the IMO Council, the Secretary-General of IMO implemented this new scale of pensionable remuneration for staff in the Professional and higher categories with effect from 1 November 1994.

4.3 The Director implemented the corresponding new scale of pensionable remuneration with effect from 1 November 1994. The scale, which is reproduced in Annex III to this document, forms a new Annex H to the IOPC Fund's Staff Rules.

5 Language incentive scheme for staff in the Professional and higher categories

5.1 At its 1993 session, the United Nations General Assembly approved a recommendation of the ICSC to recognise confirmed knowledge of a second official language in certain circumstances for staff in the Professional and higher categories by the introduction of a language incentive scheme.

5.2 In accordance with prior authority given to him by the IMO Council, the Secretary-General of IMO introduced a language incentive scheme with effect from 1 January 1994. Staff members who meet the requirements of the scheme will receive within-grade salary increments at an accelerated rate of 10 or 20 months (as opposed to 12 or 24). In order to qualify under the scheme, the staff member should have adequate and confirmed knowledge of a second official language of IMO other than their recognised mother tongue and the main language in which they are required to work.

5.3 The Director made amendments to Rule IV.1(i)(f) of the IOPC Fund's Staff Rules to reflect the language incentive scheme introduced within IMO. The revised text of Staff Rule IV.1 is reproduced at Annex IV.

6 Dependency allowances for staff in the Professional and higher categories

6.1 At its 1994 session, the United Nations General Assembly approved a recommendation of the ICSC to increase the dependency allowance for children and secondary dependants for staff in the Professional and higher categories by 10.26%.

6.2 In accordance with prior authority given to him by the IMO Council, the Secretary-General of IMO implemented the increased allowances for staff in the Professional and higher categories with effect from 1 January 1995.

6.3 The Director made amendments to Rule IV.11(a) of the IOPC Fund's Staff Rules to reflect the increased allowances introduced within IMO. The revised text of Staff Rule IV.11 is reproduced at Annex V.

7 General Service salary scale

7.1 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 average of the increases 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.

7.2 In accordance with the above mechanism, an increase in the General Service salary scale became due on 1 September 1994. The increase in salaries amounted to 2.8%. This increase was implemented within IMO from 1 September 1994.

7.3 The Director introduced the corresponding new salary scale for IOPC Fund staff in the General Service category with effect from 1 September 1994, to reflect the increase within IMO. This scale, which is reproduced in Annex VI to this document, forms a new Annex E to the IOPC Fund's Staff Rules.

8 Dependency allowances for staff in the General Service category

8.1 In accordance with the methodology approved by the ICSC, the dependent child allowance for staff in the General Service category was increased from £574 to £590 net per year, with effect from 1 September 1994.

8.2 In accordance with prior authority given to him by the IMO Council, the Secretary-General of IMO implemented the increased allowance for staff in the General Service category with effect from 1 September 1994.

8.3 The Director introduced the corresponding new dependency allowance with effect from 1 September 1994. The revised allowance is set out in Annex E of the IOPC Fund's Staff Rules, which is reproduced in Annex VI to this document.

9 Education grant

9.1 At its 1994 session, the United Nations General Assembly approved a recommendation of the ICSC to increase the maximum education expenses in certain currency areas.

9.2 In accordance with prior authority given to him by the IMO Council, the Secretary-General of IMO implemented the recommendations with effect from the academic year in progress on 1 January 1995.

9.3 The Director made amendments to Rule IV.10 of the IOPC Fund's Staff Rules to reflect the increased amounts introduced within IMO. The revised text of Staff Rule IV.10 is reproduced at Annex VII to this document.

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 A to Staff Rules

SALARY SCALE FOR THE PROFESSIONAL AND HIGHER CATEGORIES SHOWING ANNUAL GROSS AND THE NET EQUIVALENT AFTER APPLICATION OF STAFF ASSESSMENT (in US Dollars) (Effective 1 March 1995)

Grade	Step															
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	
P.1	32 951	34 212	35 492	36 809	38 125	39 440	40 760	42 075	43 391	44 700						
Net D	26 907	27 764	28 620	29 476	30 331	31 186	32 044	32 899	33 754	34 610						
Net S	25 412	26 208	26 997	27 781	28 564	29 347	30 132	30 915	31 698	32 481						
P.2	43 754	45 131	46 543	47 957	49 369	50 783	52 197	53 609	55 026	56 485	57 943	59 405				
Net D	33 990	34 882	35 772	36 663	37 553	38 443	39 334	40 224	41 116	42 006	42 895	43 787				
Net S	31 914	32 730	33 539	34 349	35 158	35 969	36 779	37 588	38 399	39 209	40 018	40 830				
P.3	54 837	56 463	58 097	59 727	61 361	62 993	64 624	66 279	67 938	69 599	71 258	72 917	74 576	76 256	77 945	
Net D	40 997	41 993	42 989	43 983	44 980	45 975	46 971	47 967	48 963	49 959	50 955	51 950	52 946	53 941	54 938	
Net S	38 291	39 197	40 104	41 009	41 915	42 821	43 727	44 633	45 539	46 446	47 352	48 258	49 164	50 073	50 985	
P.4	67 706	69 475	71 240	73 005	74 774	76 565	78 362	80 159	81 955	83 751	85 546	87 346	89 141	90 954	92 782	
Net D	48 824	49 885	50 944	52 003	53 064	54 123	55 183	56 244	57 304	58 363	59 422	60 484	61 543	62 603	63 664	
Net S	45 613	46 378	47 342	48 306	49 271	50 240	51 210	52 181	53 151	54 120	55 090	56 062	57 031	57 972	58 886	
P.5	82 807	84 650	86 492	88 335	90 181	92 053	93 927	95 802	97 674	99 548	101 423	103 295	105 170			
Net D	57 806	58 893	59 981	61 068	62 155	63 241	64 328	65 415	66 501	67 588	68 675	69 761	70 848			
Net S	53 611	54 606	55 601	56 596	57 585	58 572	59 559	60 546	61 532	62 519	63 506	64 493	65 480			
D.1	94 299	96 371	98 442	100 510	102 581	104 653	106 724	108 795	110 880							
Net D	64 544	65 745	66 946	68 146	69 347	70 549	71 750	72 951	74 152							
Net S	59 645	60 680	61 716	62 750	63 786	64 821	65 857	66 893	67 913							
D.2	107 062	109 482	111 934	114 394	116 855	119 317										
Net D	71 946	73 349	74 752	76 154	77 558	78 961										
Net S	66 026	67 236	68 414	69 582	70 751	71 921										
ASG	131 617															
Net D	95 972															
Net S	77 763															
USG	145 236															
Net D	93 735															
Net S	84 232															

D = Rates applicable to staff members with a dependent spouse or child.
S = Rates applicable to staff members with no dependent spouse or child.

ANNEX I

New Annex B to Staff RulesSTAFF ASSESSMENT RATES FOR PROFESSIONAL AND HIGHER CATEGORIES
(effective 1 March 1995)

a) Staff assessment rates for purposes of pensionable remuneration and pensions

Total assessable payments (in US dollars)	Percentage (effective 1 March 1991)
First \$15,000 per year	4.0
Next \$10,000 per year	20.0
Next \$10,000 per year	25.0
Next \$20,000 per year	29.0
Next \$20,000 per year	32.0
Next \$20,000 per year	35.0
Next \$30,000 per year	37.0
Remaining assessable payments	39.0

b) Staff assessment rates used in conjunction with gross base salaries.

Total assessable payments (in US dollars)	Staff member with a dependent spouse or a dependent child (effective 1 March 1994) (%)	Staff member with neither a dependent spouse nor a dependent child (effective 1 March 1995) (%)
First \$15,000 per year	9.0	12.4
Next \$ 5,000 per year	21.0	26.9
Next \$ 5,000 per year	25.0	30.3
Next \$ 5,000 per year	29.0	34.6
Next \$ 5,000 per year	32.0	36.9
Next \$10,000 per year	35.0	40.5
Next \$10,000 per year	37.0	42.7
Next \$10,000 per year	39.0	44.5
Next \$10,000 per year	40.0	45.4
Next \$15,000 per year	41.0	46.0
Next \$20,000 per year	42.0	50.0
Remaining assessable payments	43.0	52.5

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New Annex H to Staff Rules

PENSIONABLE REMUNERATION FOR PROFESSIONAL AND HIGHER CATEGORIES
(in US Dollars)
(Effective 1 November 1994)

Grade	Steps														
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
P.1	40378	41764	42992	44243	45624	46861	48344	50277	51908	53397					
P.2	51492	53137	54695	56366	58034	59556	61214	63160	65001	66665	67956	69274			
P.3	63710	65688	67600	69424	71306	73163	75143	77511	79063	81154	82688	84513	86402	88333	90308
P.4	77753	79814	81862	83814	85936	87980	90056	92359	94472	96712	98207	100322	102483	104690	106946
P.5	94577	96744	98819	100934	103126	105156	107321	109819	112055	114152	116289	118465	120681		
D.1	106539	108954	111419	113834	116306	118758	121131	123554	126022						
D.2	120837	123738	126471	129310	132212	135180									
ASG	144445														
DSG	156115														

ANNEX III

ANNEX IV

AMENDMENT TO STAFF RULE IV.1

(Amendments highlighted)

RULE IV.1

Salary Scales

(i) Director and Professional Staff

(a)–(e) *[unchanged]*

- (f) Salary increments within the levels applied by IMO (and specified in Annex A) shall be awarded annually on the basis of satisfactory service (except that the period of satisfactory service required for increments to step XII in P.2, steps XIV and XV in P.3, steps XIII to XV in P.4, steps XI to XIII in P.5 and to any salary step above step IV of the D.1 level shall be two years). The interval between salary increments may be reduced to 10 months and 20 months, respectively, in the case of staff who have an adequate and confirmed knowledge of an official language of the IOPC Fund in addition to the working language primarily used in their daily work and in addition to their mother tongue.

(ii) General Service Staff

[unchanged]

(iii) Other Personnel

[unchanged]

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ANNEX V

AMENDMENT TO STAFF RULE IV.11

(Amendments highlighted)

RULE IV.11

Dependency Allowances

- (a) Staff members in the Professional and higher categories shall be entitled to receive dependency allowances as follows:
- (i) **\$1 400** 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. When a dependent child is determined by the Director, on the basis of medical evidence, to be physically or mentally handicapped either permanently or for a period expected to be of long duration, the allowance shall be **\$2 800** per annum except where the staff member has no dependent spouse and staff assessment is applied at the dependency rate in respect of the child, in which case an allowance of **\$1 400** per annum shall be payable. 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 **\$500** for either a dependent parent, a dependent brother or dependent sister.
- (b)–(h) [unchanged]

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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 September 1994)
 Steps

Grade		I	II	III	IV	V	VI	VII	VIII	IX	X
G.1	Gross	11819	12311	12808	13307	13806	14303	14799	15299	15798	16297
	Net	9331	9705	10079	10453	10827	11200	11572	11947	12321	12695
G.2	Gross	13304	13862	14418	14976	15532	16091	16650	17211	17774	18333
	Net	10451	10869	11286	11705	12122	12541	12958	13376	13795	14212
G.3	Gross	14976	15600	16223	16854	17481	18111	18739	19368	19997	20630
	Net	11705	12173	12640	13110	13577	14046	14514	14983	15451	15919
G.4	Gross	16852	17555	18260	18964	19668	20376	21084	21793	22501	23211
	Net	13108	13632	14157	14682	15206	15731	16255	16780	17304	17829
G.5	Gross	18963	19751	20543	21336	22130	22923	23715	24514	25314	26113
	Net	14681	15268	15855	16442	17029	17616	18202	18789	19377	19964
G.6	Gross	21336	22226	23113	24005	24898	25791	26687	27582	28476	29376
	Net	16442	17100	17757	18415	19071	19728	20386	21044	21701	22359
G.7	Gross	24009	25011	26015	27016	28016	29023	30031	31039	32050	33060
	Net	18418	19154	19892	20628	21363	22101	22837	23573	24311	25048
G.8	Gross	27016	28138	29264	30395	31527	32657	33789	34927	36066	37204
	Net	20628	21453	22277	23103	23929	24754	25579	26404	27230	28055

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ANNEX VI

Dependency allowances

Dependent spouse	Net per annum
First dependent child of a married staff member	£430
First dependent child of a single, widowed or divorced staff member	£590
Each additional dependent child	£1 098
Secondary dependant (where there is no dependent spouse, for either a dependent parent, dependent brother or dependent sister)	£590
	Nil

Language allowance (to be included in pensionable remuneration)

£714

Non-resident's allowance (to be included in pensionable remuneration):

for staff recruited before 1 September 1983
 for staff recruited after 1 September 1983

£225
 Nil

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ANNEX VII

AMENDMENT TO STAFF RULE IV.10

(Amendments highlighted)

RULE IV.10

Education Grant

Definitions

- (a) [unchanged]

Eligibility

- (b)–(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 \$12 675 per year;
 - (ii) where the institution does not provide board, \$3 770 plus 75% of the cost of attendance, up to a maximum grant of \$12 675 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 of \$12 675 per year.

- (f)–(g) [unchanged]

Travel

- (h) [unchanged]

Tuition of the Mother Tongue

- (i) [unchanged]

Claims

- (j) [unchanged]

Local Currency

- (k) [unchanged]

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 \$16 900 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 \$16 900 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)-(r) [unchanged]
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