



INTERNATIONAL
OIL POLLUTION
COMPENSATION
FUND

EXECUTIVE COMMITTEE
35th session
Agenda item 5

FUND/EXC.35/8
1 June 1993

Original: ENGLISH

ANY OTHER BUSINESS

ESTABLISHMENT OF POST OF CLERK-SECRETARY

Note by the Director

- 1 The IOPC Fund Secretariat has at present nine staff members: the Director, the Legal Officer, the Finance/Personnel Officer, the Claims Officer, the Administrative Officer/Director's Secretary, three Secretaries and a Messenger.
- 2 Pursuant to Article 26.1(b) of the Fund Convention, the Executive Committee shall in place of the Assembly make provision for the appointment of such personnel as may be necessary and determine the terms and conditions of their service.
- 3 Two major incidents which have occurred since the 15th session of the Assembly, namely the AEGEAN SEA incident which took place in December 1992 and the BRAER incident which occurred in January 1993, have resulted in considerable work for the IOPC Fund Secretariat, to an extent which was not anticipated at the time of that session. These incidents, as well as the increase in the number of Member States, have contributed to a considerable increase in the workload on the IOPC Fund Secretariat.
- 4 In view of this increase in workload, the Director considers that it is necessary to establish a new post of Clerk-Secretary as soon as possible, the post to be classified at grade G4.
- 5 The Director proposes that the cost of this new post should, during 1993, be paid for from the major claims funds to be constituted for the above-mentioned incidents.
- 6 The Director intends to propose to the Assembly that, with effect from 1 January 1994, the post should be financed from the budget for administrative expenses.

7 If the new staff member were to take up the post on 1 September 1993, the total cost of this post during 1993 would be approximately £5 000. The total cost for the calendar year 1994 would be approximately £21 000.

Action to be Taken by the Executive Committee

- 8 The Executive Committee is invited to consider the Director's proposal:
- (a) to establish the post of Clerk-Secretary;
 - (b) to determine the salary level of the new post; and
 - (c) to approve that the cost of this post for 1993 should be financed from the major claims funds to be constituted for the AEGEAN SEA and BRAER incidents.
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