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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 14th session of the Assembly of the IOPC Fund were reported by the Secretary-General of IMO in IMO documents C 68/20(d). The amendments relate to the scale of pensionable remuneration and separation payments for staff in the Professional and higher categories, to dependency allowances for staff in the General Service category and to salary scales and staff assessment for staff in all categories.

2 Salary Scale for Staff in the Professional and Higher Categories

2.1 At its 1991 session, the United Nations General Assembly approved a recommendation of the International Civil Service Commission (ICSC) to consolidate six classes of post adjustment into the base salary scale for staff in the Professional and higher categories, with effect from 1 March 1992. For London, the effect of this consolidation is neutral in income terms. Whilst base salaries increased by approximately 6.0%, the post adjustment payments decreased by a corresponding amount.

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 1992.

2.3 The Director implemented the new scale of base salaries with effect from 1 March 1992. 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. Together with the introduction of the revised base salary scale for staff in the Professional and higher categories (see paragraph 2 above), the United Nations General Assembly introduced a new scale of staff assessment for such staff who have neither a dependent spouse nor a dependent child, with effect from 1 March 1992.

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 1992.

3.3 The Director implemented the corresponding new scale of staff assessment with effect from 1 March 1992. 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 1991. The increase in pensionable remuneration amounted to 3.9%.

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 1991.

4.3 The Director implemented the corresponding new scale of pensionable remuneration with effect from 1 November 1991. The scale, which is reproduced in Annex III to this document, forms a new Annex H to the IOPC Fund's Staff Rules.

5 Separation Payments for Staff in the Professional and Higher Categories

5.1 At its 1989 session, the United Nations General Assembly decided that the separate scale of separation payments (used in connection with the payment of the repatriation grant and other entitlements connected with the separation of staff) should be abolished for staff joining after 1 July 1990 and that the new base salary scale should be used instead for the calculation of such payments (see document FUND/A.13/19, paragraph 6.2). For staff having joined before that date, the new scale of separation payments would be used until the new base salary scale had overtaken it.

5.2 With effect from 1 March 1992, the scale of separation payments was overtaken by the new base salary scale. The Secretary-General of IMO therefore deleted the scale of separation payments from the IMO Staff Rules and deleted all references thereto in the Rules.

5.3 The Director deleted Annex G of the IOPC Fund's Staff Rules, which contained the separate scale of separation payments for staff in the Professional and higher categories, and made the corresponding amendments to Rules VI.1, VI.2, VI.4 and VI.7 of the IOPC Fund's Staff Rules. The revised texts of these Staff Rules are reproduced at Annexes IV – VII, respectively.

6 General Service Salary Scale

6.1 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.

6.2 The requirement for an adjustment to the General Service salary scale was met in September 1991. The increase in salaries amounted to 4.7%. This increase was implemented within IMO from 1 September 1991.

6.3 The Director introduced the corresponding new salary scale for IOPC Fund staff in the General Service category with effect from 1 September 1991, to reflect the increase within IMO. This scale, which is reproduced in Annex VIII to this document, forms a new Annex E to the IOPC Fund's Staff Rules with effect from 1 September 1991.

7 Dependency Allowances for Staff in the General Service Category

7.1 In connection with the interim adjustment of the General Service salary scale which came into effect on 1 September 1991 (see paragraph 6.3 above), the dependency allowance for the first dependent child of a married staff member and the allowance for each additional dependent child were each increased from £517 to £541 per annum.

7.2 These increases of the dependency allowances were implemented within IMO with effect from 1 September 1991.

7.3 The Director introduced the corresponding new dependency allowances for staff in the General Service category with effect from 1 September 1991. Dependency allowances are set out in Annex E to the IOPC Fund's Staff Rules, which is reproduced in Annex VIII to this document.

8 Staff Assessment for Staff in the General Service Category

8.1 The scale of staff assessment rates for staff in the General Service category is based on average tax rates at a number of duty stations within the United Nations system. The staff assessment rates are utilised – by reverse application on the net salaries – to obtain the gross salaries of staff in the General Service category.

8.2 At its 1991 session, the United Nations General Assembly approved a new scale of staff assessment rates for staff in the General Service category with effect from the date of the first revision of the General Service salary scale effective on or after 1 January 1992.

8.3 The Secretary-General of IMO implemented this new scale of staff assessment rates for staff in the General Service category with effect from 1 January 1992. The new scale will tend to give lower gross/pensionable salaries, especially in the higher grades. As an interim measure, any staff member who would receive a lower gross/pensionable salary as a result of the application of the new scale of

staff assessment rates will retain the gross/pensionable salary applicable on 31 December 1991 until such time as the new one exceeds it.

8.4 The Director implemented the new scale of staff assessment with effect from 1 January 1992, subject to the above-mentioned interim measures. This scale, which is reproduced in Annex IX to this document, forms a new Annex F to the IOPC Fund's Staff Rules.

9 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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ANNEX I

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 1992)

Grade	Steps													
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV
P.1	30638	31856	33072	34290	35524	36781	38041	39298	40556	41815				
Net D	23339	24082	24824	25567	26309	27051	27794	28536	29278	30021				
Net S	22034	22718	23401	24086	24768	25449	26130	26810	27491	28172				
P.2	40903	42214	43522	44832	46181	47535	48891	50246	51602	52956	54311	55691		
Net D	29483	30256	31028	31801	32573	33345	34118	34890	35663	36435	37207	37980		
Net S	27679	28388	29095	29804	30508	31211	31914	32618	33321	34024	34727	35428		
P.3	51421	52937	54453	56002	57573	59142	60713	62284	63855	65433	67031	68631	70230	71830
Net D	35560	36424	37288	38151	39015	39878	40742	41606	42470	43334	44197	45061	45924	46788
Net S	33227	34014	34801	35582	36361	37139	37919	38698	39477	40257	41040	41824	42608	43392
P.4	63635	65313	67015	68717	70420	72122	73824	75528	77230	78931	80645	82383	84117	85861
Net D	42449	43269	44188	45107	46027	46946	47865	48785	49704	50623	51542	52463	53382	54301
Net S	39368	40198	41032	41866	42701	43535	44369	45204	46038	46871	47701	48525	49346	50168
P.5	78037	79783	81558	83338	85117	86894	88674	90453	92230	94009	95789	97566	99345	
Net D	50140	51083	52026	52969	53912	54854	55797	56740	57682	58625	59568	60510	61453	
Net S	46433	47289	48133	48977	49820	50663	51506	52350	53192	54035	54879	55721	56565	
D.1	89026	90992	92958	94923	96889	98855	100837	102840	104842					
Net D	55984	57026	58068	59109	60151	61193	62235	63277	64318					
Net S	51673	52605	53537	54469	55400	56332	57265	58196	59127					
D.2	101163	103504	105844	108183	110523	112863								
Net D	62405	63622	64839	66055	67272	68489								
Net S	57375	58382	59388	60394	61400	62406								
AS9	124560													
Net D	74571													
Net S	67436													
DS9	137508													
Net D	81304													
Net S	73003													

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

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New Annex B to Staff RulesSTAFF ASSESSMENT RATES FOR PROFESSIONAL AND HIGHER CATEGORIES
(effective 1 March 1992)

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

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ANNEX II

b) Staff assessment rates used in conjunction with gross base salaries and gross amounts of separation payments

Total assessable payments (in US dollars)	Staff member with a dependent spouse or a dependent child (effective 1 April 1988) (%)	Staff member with neither a dependent spouse nor a dependent child (effective 1 March 1992) (%)
First \$15,000 per year	13.0	17.3
Next \$ 5,000 per year	31.0	34.3
Next \$ 5,000 per year	34.0	38.5
Next \$ 5,000 per year	37.0	41.8
Next \$ 5,000 per year	39.0	43.8
Next \$10,000 per year	41.0	45.9
Next \$10,000 per year	43.0	48.1
Next \$10,000 per year	45.0	50.4
Next \$15,000 per year	46.0	51.0
Next \$20,000 per year	47.0	52.6
Remaining assessable payments	48.0	57.0

New Annex H to Staff Rules

PENSIONABLE REMUNERATION FOR PROFESSIONAL AND HIGHER CATEGORIES
(in US Dollars)
(Effective 1 November 1991)

Grade	Steps														
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
P.1	36919	38186	39308	40453	41714	42846	44202	45970	47461	48822					
P.2	47080	48585	50009	51536	53062	54453	55969	57748	59432	60954	62134	63339			
P.3	58251	60060	61808	63476	65196	66895	68705	70869	72289	74201	75604	77272	78999	80765	82571
P.4	71091	72975	74848	76633	78574	80442	82340	84445	86377	88426	89793	91727	93702	95720	97782
P.5	86473	88455	90352	92286	94289	96147	98126	100410	102454	104371	106325	108315	110342		
D.1	97411	99619	101872	104081	106341	108583	110753	112967	115224						
D.2	110483	113135	115635	118230	120885	123598									
ASG	132069														
USG	142739														

ANNEX III

ANNEX IV**AMENDMENT TO STAFF RULE VI.1****RULE VI.1****Termination Indemnity**

- (a) Staff members with contracts for a term exceeding six months whose contracts are terminated under Staff Regulation 18 shall be paid an indemnity in accordance with the following schedule, except as provided in sub-paragraph (b) below:

Completed Years of Service	Months of separation payments, where applicable ⁽¹⁾ or Months of pensionable remuneration less staff assessment, where applicable ⁽²⁾
Up to 5 years	One week for each month of uncompleted service subject to a minimum of six weeks and a maximum of three months indemnity pay
Less than 6 years	3 months
" " 7 "	5 months
" " 8 "	7 months
" " 9 "	9 months
" " 10 "	9½ months
" " 11 "	10 months
" " 12 "	10½ months
" " 13 "	11 months
" " 14 "	11½ months
14 years or more	12 months

(1) For staff in the professional and higher categories, separation payments shall be determined by the net base salary scale shown in Annex A. ^{<1>}

(2) For staff in the general service category.

(b) [unchanged]

(c) [unchanged]

(d) [unchanged]

* * *

^{<1>} Reference to separate scale of separation payments deleted.

ANNEX V**AMENDMENT TO STAFF RULE VI.2****RULE VI.2****Repatriation Grant**

- (a) [unchanged]
- (b) [unchanged]
- (c) The repatriation grant shall be computed in accordance with the following schedule. If service in the final year is less than twelve full months, the grant shall be paid in respect of completed months of service in that year.

Years of continuous service away from the home country	Staff member with a spouse or dependent child at time of separation	Staff member with neither a spouse nor a dependent child at time of separation	
		Professional and Higher categories	General Service Category
Weeks of separation payments, where applicable ⁽¹⁾ or			
Weeks of pensionable remuneration less staff assessment, where applicable ⁽²⁾			
1	4	3	2
2	8	5	4
3	10	6	5
4	12	7	6
5	14	8	7
6	16	9	8
7	18	10	9
8	20	11	10
9	22	13	11
10	24	14	12
11	26	15	13
12 or more	28	16	14

(1) For staff in the professional and higher categories, the repatriation grant shall be determined by the net base salary scale shown in Annex A. <2>

(2) For staff in the general service category.

- (d)-(o) [unchanged]

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ANNEX VI

AMENDMENT TO STAFF RULE VI.4

RULE VI.4

Commutation of Accrued Annual Leave

If upon separation a staff member has accrued annual leave, he shall be paid in lieu thereof a sum of money for the period of such accrued leave, up to a maximum of 60 working days. The payments shall be calculated:

- (a) For staff in the professional and higher categories, on the basis of the staff member's net base salary plus post adjustment at the time of separation.<3>
- (b) For staff in the general service category, on the basis of the staff member's pensionable remuneration, less staff assessment.

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ANNEX VII**AMENDMENT TO STAFF RULE VI.7****RULE VI.7****Last Day for Pay Purposes**

- (a) When a staff member is separated from service, the date on which entitlement to salary, allowances and benefits shall cease shall be determined according to the following provisions:

- (i) [unchanged]
- (ii) [unchanged]
- (iii) [unchanged]
- (iv) [unchanged]
- (v) [unchanged]
- (vi) in the case of the death of a staff member holding an appointment for at least one year or who has completed at least one year's service, the date on which entitlement to salary, allowances and benefits shall cease shall be the date of death, unless there is a surviving spouse or dependent child. In this event, the date shall be determined in accordance with the following schedule:

Completed Years of Service in the Secretariat (as defined in Rule VI.1)	Months of Extension Beyond the Date of Death
3 or less	3
4	4
5	5
6	6
7	7
8	8
9 or more	9

- (1) For staff in the professional and higher categories, payment shall be determined by the net base salary scale shown in Annex A.^{<4>}
- (2) For staff in the general service category.

Payment related to the period of extension beyond the date of death may be made in a lump sum as soon after death as the pay accounts and related matters can be closed. Such payment shall be made only to the surviving spouse or dependent child or children. All other entitlements and accrual of benefits shall cease as of the date of death.

- (b) [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 1991)

Grade		Steps									
		I	II	III	IV	V	VI	VII	VIII	IX	X
G. 1	Gross Net	10716 8557	11179 8900	11642 9242	12118 9585	12595 9928	13070 10270	13545 10612	14022 10956	14497 11298	14974 11641
G. 2	Gross Net	12115 9583	12647 9966	13181 10350	13713 10733	14245 11116	14777 11499	15314 11882	15863 12266	16410 12649	16957 13032
G. 3	Gross Net	13713 10733	14308 11162	14904 11591	15513 12021	16126 12450	16740 12880	17353 13309	17967 13739	18580 14168	19211 14597
G. 4	Gross Net	15511 12020	16199 12501	16886 12982	17573 13463	18260 13944	18959 14426	19665 14906	20372 15387	21080 15868	21787 16349
G. 5	Gross Net	17571 13462	18340 14000	19125 14539	19916 15077	20708 15615	21499 16153	22296 16691	23112 17229	23928 17768	24743 18306
G. 6	Gross Net	19916 15077	20803 15680	21688 16282	22590 16885	23504 17488	24418 18091	25331 18694	26245 19297	27172 19900	28114 20503
G. 7	Gross Net	22595 16888	23619 17564	24643 18240	25666 18915	26689 19590	27744 20266	28799 20941	29853 21616	30911 22293	31966 22968
G. 8	Gross Net	25666 18915	26816 19672	27997 20428	29180 21185	30362 21942	31545 22699	32727 23455	33909 24212	35092 24969	36275 25726

ANNEX VIII

Dependency allowancesNet per annum

Dependent spouse

£430

First dependent child of a married staff member

£541

First dependent child of a single, widowed or divorced staff member

£1 098

Each additional dependent child

£541

Secondary dependant (where there is no dependent spouse, for either a dependent parent, dependent brother or dependent sister)

Nil

Language allowance (to be included in pensionable remuneration)

£613

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

for staff recruited before 1 September 1983

£225

for staff recruited after 1 September 1983

Nil

ANNEX IX**New Annex F to Staff Rules****STAFF ASSESSMENT RATES FOR THE GENERAL SERVICE CATEGORY**

(effective 1 January 1992)

	<u>Total Assessable Payments</u>	<u>Assessment</u>
	(in US dollars)	%
First	2 000 per year	15
Next	2 000 per year	18
	2 000 per year	20
	2 000 per year	21
	4 000 per year	22
	4 000 per year	23
	4 000 per year	24
	6 000 per year	25
	6 000 per year	25.5
	6 000 per year	26
	8 000 per year	26.5
	8 000 per year	27
	8 000 per year	27.5
	8 000 per year	28
	Remaining assessable payments	29
