



**Organization for Security and Co-operation in Europe
Permanent Council**

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1009th Plenary Meeting

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**DECISION No. 1128
AMENDING OSCE STAFF REGULATIONS
AND STAFF RULES**

The Permanent Council,

Recalling paragraph II.3 of Permanent Council Decision No. 1123 of 22 May 2014, in which it was decided that “the period for in-grade movement between consecutive salary increments shall be two years, and tasks the Secretariat to implement this measure by formulating amendments to relevant provisions of the OSCE Staff Regulations and Staff Rules which shall be subject to approval by the Permanent Council by 31 July 2014”,

Acting in accordance with the relevant provisions of Staff Regulation 11.01,

Taking into consideration document SEC.GAL/104/14/Rev.1 dated 4 July 2014,

Takes note of the budgetary implications and approves the attached amendments to the Staff Rule 5.04.2 “Salary Increments”, and the Staff Regulation 11.01 “Amendment”.

**PROPOSALS OF AMENDMENTS TO THE
OSCE STAFF REGULATIONS AND STAFF RULES**

CURRENT TEXT OF THE STAFF REGULATIONS AND STAFF RULES	PROPOSED AMENDMENTS	COMMENTS, JUSTIFICATIONS AND FINANCIAL IMPACT
<p>Rule 5.04.2 — Salary Increments</p> <p>(a) The normal qualifying period for in-grade movement between consecutive steps shall be one year, except in cases where the normal qualifying period for in-grade movement between consecutive steps is two years as reflected in the salary scales.</p> <p>(b) A salary increment shall take effect one year or two years, as the case may be, from the first day of the month during which the latest of the following actions took place:</p> <p>(i) Entrance on duty;</p> <p>(ii) Last salary increment;</p> <p>(iii) Appointment at a higher level.</p> <p>(c) In cases of periods of leave without pay exceeding one month, the increment shall be postponed by the duration of such leave.</p>	<p>Rule 5.04.2 — Salary Increments</p> <p>(a) The normal qualifying period for in-grade movement between consecutive steps shall be one two years, except in cases where the normal qualifying period for in-grade movement between consecutive steps is two years as reflected in the salary scales.</p> <p>(b) A salary increment shall take effect one year or two years, as the case may be, from the first day of the month during which the latest of the following actions took place:</p> <p>(i) Entrance on duty;</p> <p>(ii) Last salary increment;</p> <p>(iii) Appointment at a higher level.</p> <p>(c) In cases of periods of leave without pay exceeding one month, the increment shall be postponed by the duration of such leave.</p>	<p>Paragraph II.3 of Permanent Council Decision No. 1123 dated 22 May 2014 on approval of the 2014 Unified Budget contained the following tasking, “Decides that the period for in-grade movement between consecutive salary increments shall be two years, and tasks the Secretariat to implement this measure by formulating amendments to relevant provisions of the OSCE Staff Regulations and Staff Rules which shall be subject to approval by the Permanent Council by 31 July 2014”.</p> <p>Depending on the option for implementation used, this change is estimated to reduce the 2015 Unified Budget Proposal by between 0.4 million to 0.6 million euros.</p>

**PROPOSALS OF AMENDMENTS TO THE
OSCE STAFF REGULATIONS AND STAFF RULES (continued)**

CURRENT TEXT OF THE STAFF REGULATIONS AND STAFF RULES	PROPOSED AMENDMENTS	COMMENTS, JUSTIFICATIONS AND FINANCIAL IMPACT
<p>(d) The Secretary General shall specify in Staff Instructions the conditions under which:</p> <p>(i) A performance reward may be granted in case of excellent performance to international and local fixed-term contracted and seconded staff/mission members, except Secretary General, Heads of Institutions/Missions, Deputy Heads of Missions and contracted Directors;</p> <p>(ii) The salary increment may be deferred by one year in case of less than satisfactory or poor performance.</p>	<p>(d) The Secretary General shall specify in Staff Instructions the conditions under which:</p> <p>(i) A performance reward may be granted in case of excellent performance to international and local fixed-term contracted and seconded staff/mission members, except Secretary General, Heads of Institutions/Missions, Deputy Heads of Missions and contracted Directors;</p> <p>(ii) The salary increment may be deferred by one year in case of less than satisfactory or poor performance.</p>	
<p>Regulation 11.01 Amendment</p> <p>(a) These Regulations shall not be regarded as establishing acquired rights of the staff; they may be revised, amended or suspended by the Permanent Council. If such proposed revisions or amendments pertain to the terms and</p>	<p>Regulation 11.01 Amendment</p> <p>(a) These Regulations shall not be regarded as establishing acquired rights of the staff; they may be revised, amended or suspended by the Permanent Council. If such proposed revisions or amendments pertain to the terms and</p>	<p>While reviewing the OSCE Staff Regulations and Staff Rules with a view to identifying the revisions necessary to implement the tasking under Permanent Council Decision No. 1123, it was noticed that the second sentence in paragraph (b) of</p>

**PROPOSALS OF AMENDMENTS TO THE
OSCE STAFF REGULATIONS AND STAFF RULES (continued)**

CURRENT TEXT OF THE STAFF REGULATIONS AND STAFF RULES	PROPOSED AMENDMENTS	COMMENTS, JUSTIFICATIONS AND FINANCIAL IMPACT
<p>conditions of service of staff, the Permanent Council shall, prior to the decision, be advised of the views of the Secretary General on the matter.</p> <p>(b) Amendments to the Staff Rules shall be communicated to the Permanent Council prior to their promulgation by the Secretary General. Any budgetary implications of amendments to the Staff Rules shall be presented to the Permanent Council for approval before the Rules in question are promulgated.</p> <p>(c) The Permanent Council shall review periodically the implementation of these Regulations, including the effectiveness of the recruitment and appointment criteria, policies and procedures, the conditions of service of OSCE officials and the adequacy of the level of remuneration and its affordability in the light of the OSCE's financial situation.</p> <p>(d) Any budgetary implications of amendments to the Staff Rules shall be presented to</p>	<p>conditions of service of staff, the Permanent Council shall, prior to the decision, be advised of the views of the Secretary General on the matter.</p> <p>(b) Amendments to the Staff Rules shall be communicated to the Permanent Council prior to their promulgation by the Secretary General. Any budgetary implications of amendments to the Staff Rules shall be presented to the Permanent Council for approval before the Rules in question are promulgated.</p> <p>(c) The Permanent Council shall review periodically the implementation of these Regulations, including the effectiveness of the recruitment and appointment criteria, policies and procedures, the conditions of service of OSCE officials and the adequacy of the level of remuneration and its affordability in the light of the OSCE's financial situation.</p> <p>(d) — Any budgetary implications of amendments to the Staff Rules shall be presented to participating</p>	<p>Staff Regulation 11.01 “Amendment” is nearly identical to paragraph (d) of the same Regulation with the difference that in paragraph (d) the term “participating States” is used instead of “the Permanent Council” in paragraph (b) second sentence. Deletion of paragraph (d) is proposed as it is redundant.</p> <p>The proposed amendment does not bear any budgetary implication and is meant to remove a repetition which is believed to have resulted from a clerical error.</p>

**PROPOSALS OF AMENDMENTS TO THE
OSCE STAFF REGULATIONS AND STAFF RULES (continued)**

CURRENT TEXT OF THE STAFF REGULATIONS AND STAFF RULES	PROPOSED AMENDMENTS	COMMENTS, JUSTIFICATIONS AND FINANCIAL IMPACT
participating States for approval before the Rules in question are promulgated.	States for approval before the Rules in question are promulgated.	