

261st Plenary Meeting

PC Journal No. 261, Agenda item 4

DECISION No. 325

The Permanent Council,

Recalling the OSCE Istanbul Summit 1999 and its commitment to improve the OSCE employment conditions,

Further recalling Decision CSCE/29-PC/Dec.1 dated 21 July 1994 relating to the use by the OSCE of the Common System of Salaries and Allowances of the United Nations, and recognizing that due to the non-career limited term basis under which OSCE staff are employed, some elements of its conditions of service may be similar, but not necessarily identical with those of the UN Common System,

Further recalling Decision No. 257 by which it, *inter alia*, invites the Secretary General to develop further initiatives regarding the operational capacities of the Secretariat and, having reviewed his proposals in this regard,

1. Authorizes the Secretary General to implement his proposals reflected in the Annex, effective 1 January 2000:
 - Endorses the proposal to discontinue the designation of professional posts as local;
 - Takes positive note of the Secretary General's appeal to participating States to enter into tax reimbursement arrangements with the Secretary General where the participating States involved deem it necessary and appropriate for the reimbursement to staff members of taxes paid by them on OSCE salaries and emoluments;
2. Tasks the Secretary General with ensuring that the cost of the total OSCE remuneration package, including the operation of the Provident Fund should not exceed the cost of the total compensation package provided under the UN Common System;
3. Requests the Secretary General to report, not later than April 2000, on any amendments of OSCE Staff Regulations and Rules which may be necessitated by the implementation of the present decision.

Proposed revision of OSCE Staff Regulations*

Regulation 1.02 (amended)

Terminology

(only the affected definitions are reproduced)

OSCE

Unless otherwise following from the context, all or any of the following Institutions:

- (a) the Secretariat;
- (b) the Office of the High Commissioner on National Minorities;
- (c) the Office for Democratic Institutions and Human Rights;
- (d) the Office of the OSCE Representative on Freedom of the Media;
- (e) such other entities as may be designated as an OSCE Institution.

Head of Institution

The Secretary General, the High Commissioner on National Minorities, the Head of the Office for Democratic Institutions and Human Rights, the OSCE Representative on Freedom of the Media and the Head of any other entity designated as an OSCE Institution.

Staff Member

A person, other than a Head of Institution, holding a letter of appointment with the OSCE and occupying a post on the approved Post Table.

Fixed-Term Appointment

An appointment with the OSCE, having an expiration date specified in the letter of appointment, granted for a period of six months or more.

Dependent Spouse

A dependent spouse shall be a spouse whose gross occupational earnings, if any, do not exceed the lowest entry level of the United Nations General Service gross salary scales in force on 1 January of the year concerned for the duty station in the country of the spouse's place of work.

Regulation 5.08 (new)

Repatriation Grant

The Secretary General shall establish a scheme for the payment of repatriation grants no higher than the maximum rates and under conditions similar to those established by the United Nations General Assembly for the United Nations common system and specified in the Staff Rules promulgated by the Secretary General.

Previous Regulation 5.08 to become new Regulation 5.09

* The changes in the Regulations are underlined; text to be deleted is crossed out.

Regulation 6.01 (amended)
Salaries

(a) Salaries of staff members in the Professional and higher categories shall be in accordance with the ~~single~~ salary levels as authorized by the United Nations General Assembly for the Common System of Salaries and Allowances of the United Nations.

Regulation 6.01 (c) to be deleted.

~~(c) — For each grade only the first five steps of the salary scales shall be used, while only one step shall be used for the posts of D1 and above.~~

Regulation 6.03 (new)

(a) In the event a staff member is subject to national income taxation with respect to the net salaries and emoluments paid to him/her by the OSCE, the Secretary General is authorized to refund him/her the amount of those taxes paid to the extent that such amounts have been reimbursed to the Organization by the State concerned.

Regulation 6.04 (previously Regulation 6.03)
Salary Increments

(a) Staff shall be appointed at step one of the salary scale. In exceptional cases, the Secretary General, or Head of Institution in consultation with the Secretary General, may approve an appointment at a higher step.

(b) Salary increments within the levels set forth in the salary scales shall be awarded annually to each eligible staff member on the basis of good performance as reflected in evaluation reports pursuant to Regulation 4.08, except in cases where the normal qualifying period for in-grade movement between consecutive steps is two years, in accordance with the salary scales of the Common System of Salaries and Allowances of the United Nations.

~~(c) — In exceptional cases, the Secretary General, or a Head of Institution, in consultation with the Secretary General, may approved advancement of an eligible staff member to a higher step within his/her grade, after one year's service at the previous step.~~

Regulation 6.05 (previously Regulation 6.04)
Allowances

(a) Subject to the condition specified in paragraph (h), staff members in Professional and higher categories, unless they are permanent residents or nationals of the country of the duty station, shall be entitled to receive dependency allowances as follows:

- (i) For each dependent child an annual amount equal to the amount approved by the United Nations General Assembly for the United Nations common system, except that the allowance shall not be paid in respect of the first dependent child if a staff member has no dependent spouse, in which case the staff member shall be remunerated in accordance with the salary scales applicable to a staff member with a dependent spouse;
- (ii) For each disabled child an annual amount equal to the amount approved by the United Nations General Assembly for the United Nations common system. However if the staff member has no dependent spouse and is entitled in respect of a disabled child to be remunerated in accordance with (i) above, the allowance shall be the same as the allowance for a dependent child in (i) above. The age-limit shall not apply in respect of a disabled child.
- (b) Staff members in General service category, unless they are permanent residents or nationals of the country of the duty station, shall be entitled to receive dependency allowances at rates and under conditions as established for each of the duty stations of the OSCE by the International Civil Service Commission.
- (c) If both husband and wife are staff members, only one may claim for dependent children.
- (d) With a view to avoiding duplication of benefits and in order to achieve equality between staff members who receive dependency benefits under applicable laws in the form of governmental grants and staff members who do not receive such dependency benefits, the Secretary General shall prescribe conditions under which the dependency allowance for a child shall be payable only to the extent that the dependency benefits received by the staff member or his/her spouse under applicable laws are lower than such a dependency allowance.
- (e) Staff members in Professional and higher categories, unless they are permanent residents or nationals of the country of the duty station, may receive for school-age children, an education allowance of 75 per cent of schooling costs actually incurred, not to exceed the maximum education grant set by the United Nations for the respective duty station. The education allowance for a disabled child shall be the equivalent of the educational expenses actually incurred up to the maximum education grant for a disabled child set by the United Nations for the respective duty station. The allowance shall be payable for a maximum of five years following the completion of secondary studies and shall be payable in respect of each child up to the end of the year in which the child completes four years of post-secondary studies or is awarded the first recognized degree, whichever is earlier. Travel costs of the child may also be paid for an outward and return journey once in each scholastic year between the educational institution and duty station. Such travel shall be by a route approved by the Secretary General. The costs of such journey shall not exceed the costs of those between the staff member's home country and his/her duty station.
- (f) The Secretary General shall also establish terms and conditions under which an education grant, in line with the Common System of Salaries and Allowances of the United Nations, shall be payable to a staff member serving in a country whose language is different from his or her own and who is obliged to pay tuition for the teaching of the mother tongue to

a dependent child attending a local school in which the instruction is given in a language other than his/her own.

(g) The Secretary General may authorize rental subsidies in accordance with the terms and conditions applicable to the United Nations Office in Vienna, mutatis mutandis.

(h) Regulation 6.05 does not apply to fixed-term staff at mission locations who receive a mission board and lodging allowance. They are therefore not eligible for separate benefits and allowances related to their family situation or other factors (including rental and repatriation allowances). Contracted staff based at the Central Asia Liaison Office, however, will continue to be treated as Secretariat personnel.