

**ANNOUNCEMENT**

**FICSA TRAINING ON JOB CLASSIFICATION STANDARDS**  
**3 and 4 June 2019**  
*(WHO/HQ Geneva, Room A, WHO main Building)*

The Federation of International Civil Servants' Associations (FICSA) is pleased to announce that a training course on job classification standards will be hosted under the kind auspices of the WHO/HQ Staff Association in Geneva on 3 and 4 June 2019.

The workshop, which will be presented in English by Mr. Aaron Peacock, FICSA specialist and trainer (Unit Chief, Learning and Development, OSCE), is aimed at enhancing staff representatives' knowledge, expertise and confidence in job classification. The following is a brief outline of the workshop:

**Monday and Tuesday 3 and 4 June 2019:**

- Brief outline of the principles of classification
- Explanation of classification standards used in the UN-system
- Concise history of the origins of reform in the UN-system
- Role played by classification within the broader reforms
- Explanation of the GLD and NMS, and guidelines on their use
- Outline of the GS and P standards: factors and sub-factors, levels within each factor
- Hands-on exercises, confidence in use of the system

NB. It should be noted that the NMS only works on Windows machines running Explorer.

This workshop is for staff representatives only and is provided free-of-charge for FICSA dues-paying members\*.

For other participants, including staff representatives from non-FICSA member organizations the fee is as follow:

- CHF 200 per person
- For members with consultative or observer status, a 30 per cent discount will be applied.

The Workshop timetable, along with information on hotel accommodation, will be sent directly to the participants upon confirmation of their participation.

To sign up please use the attached application form. Nominations should be signed by the President/Chair of the local staff association/union and sent to the FICSA Secretariat [ficsa@un.org](mailto:ficsa@un.org). Seats will be confirmed on a first-come first-served basis, irrespective of the duty station of assignment. The number of participants per workshop is limited to 40. Therefore, it is advisable to register well in advance of the deadline.

ALL TRAVEL-RELATED EXPENSES AND DSA MUST BE PROVIDED BY THE INDIVIDUAL STAFF ASSOCIATION/UNION OR ADMINISTRATION.

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\* BIOVERSITY - CERN - CTBTO - ECB - ESO - FAO (GS staff) – The Global Fund - IAEA - IARC – ICAO - ICCO – ICO - IDLO - IFAD - ILO/ITC Turin - IMO - IOC - IOM - IPU – ISSN - ITER - ITU - OPCW - OSCE - PAHO - SCBD - UNAIDS - UNESCO - UNFCCC - UNLB – UNRWA Lebanon - UNWTO - UPU - WDO - WHO - WIPO – WMO - WTO/OMC.