



Federation of International
Civil Servants' Associations



INDEX OF DECISIONS OF THE 73RD SESSION OF THE FICSA COUNCIL

One strong Federation – One strong voice

Decisions approved by the 73rd FICSA Council are consolidated in the Index of Decision, to record action items and action taken in FICSA’s workplan.

The Index of Decision is tracked in real-time through [Microsoft Planner](#), as a part of FICSA’s [Microsoft Teams](#) implementation.

In the first quarter of the year, the FICSA General Secretary conducted meetings with all Chairs and Vice-chairs of Standing Committees to discuss and agree on the Index of Decision, assign tasks and timeline.

A checkpoint meeting is scheduled during the second quarter to check on progress, identify any roadblocks and validate any findings or tasks completed.

Based on the [Report of the 73rd FICSA Council \(FICSA Communication 30/20\)](#), the following actions have been recorded.

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Decision No.	I. LEGAL	Responsibility	Action / Comments
FICSA/C/73/D/1	<p>The FICSA Executive Committee should present a summary of the questions sent by staff to the FICSA Secretariat during the year, the answers provided and the general conditions that will result from the negotiations for a collective legal insurance contract for international officials.</p>	FICSA General Secretary	
FICSA/C/73/D/2	<p>The FICSA Executive Committee should prepare:</p> <ul style="list-style-type: none"> • a brief summary containing guidelines for staff representatives, to defend the legal requirement of a neutral appeal instance process within the internal justice system, including a written record and a written decision providing reasons, facts and law. • a recommendation that staff representatives include the UNDT as the most appropriate intermediary instance in case of an organization is part of, or becomes part of, the UNAT two-tiered system of justice. 	Chair and Vice-chairs of of Legal Standing Committee with the ExCom.	
FICSA/C/73/D/3	<p>The FICSA Executive Committee should provide an informative summary, with guidelines related to the protection of privacy and the security of personal data, based on the best standards currently in force</p>	Chair and Vice-chairs of of Legal Standing Committee with Chair of PSA based on his previous experience on this topic.	

Decision No.	II. HUMAN RESOURCES MANAGEMENT	Responsibility	Action / Comments
FICSA/C/73/D/4	<p>The FICSA Executive Committee should raise the issue of the use of non-staff at the upcoming ICSC session and call on organizations to establish guidelines to ensure that the use of consultants is only for a limited period for projects in specialized areas, where the requisite expertise, skills or knowledge is not readily available within the organizations.</p>	Vice-Chair of HRM Standing Committee, Steve Eales	
FICSA/C/73/D/5	<p>The Executive Committee should approach One HR, which provides independent human-resources services, to understand the principle that it applies to organizational redesign and share that information with its membership, to help staff associations determine in advance whether they will accept guidance from One HR during restructuring.</p>	FICSA General Secretary	
FICSA/C/73/D/6	<p>The Standing Committee Chair should facilitate the process of information exchange among members undergoing any form of restructuring; agencies' documents would be placed on the FICSA SharePoint, to be shared on request for reference purposes only, and not circulated outside FICSA. The SharePoint should also include the sharing of standard practices across organizations, prevailing policies in their agencies, to serve as a point of reference/basis for discussions with management.</p>	FICSA Information Officer with HRM Standing Committee Chairs and Vice-chairs.	
FICSA/C/73/D/7	<p>The FICSA Executive Committee should:</p> <ul style="list-style-type: none"> • conduct a research on the practices of other organizations (including those outside the UN) 	FICSA General Secretary and Information Officer will draft TOR / scope /	

	with regards to working hours and paid break, taking into account ILO rules in place in the 40-working hour convention.	guidance document of the research	
FICSA/C/73/D/8	The FICSA Executive Committee should pursue with the relevant bodies, based on the health and wellness of staff, the inclusion of a thirty-minute lunch break within the eight-hour workday, so that lunch breaks are paid	Based on the outcome of D/7	
Decision No.	III. SOCIAL SECURITY / OCCUPATIONAL HEALTH AND SAFETY	Responsibility	Action / Comments
FICSA/C/73/D/9	The FICSA Executive Committee should voice its concern about the UNGA resolutions on cost containment, regarding paragraph 5 from A/RES/73/279 B, on the issue of ASHI through the appropriate channels.	FICSA President will get in touch with FAFICS to obtain more information and coordinate a response.	
FICSA/C/73/D/10	In view of UN organizations' lack of progress in implementing the Mental Health Strategy (MHS), the FICSA Executive Committee should: <ul style="list-style-type: none"> a. remind its membership to pursue all avenues towards implementation of the Mental Health Strategy as a matter of urgency; and b. facilitate access to tools to assist staff, managers and leaders to implement the MHS at an organizational level. 	FICSA President is FICSA's representative in the Mental Health working group and will follow up.	

FICSA/C/73/D/11	The FICSA Executive Committee and FICSA members should continue their ongoing efforts to reach out to UNJSPF participants' representatives and inquire what steps are being considered to counter the pressure to reallocate seats on the UNJSPB and what kind of support the staff representative bodies may be able to provide in this context	This is ongoing by the FICSA ExCom.	
FICSA/C/73/D/12	The FICSA Executive Committee should explore the option of hiring a consultant to map the different health insurance plans across the UN Common System, in order to allow FICSA members to benchmark, ideally in consultation with the Federation of Associations of Former International Civil Servants (FAFICS).	FICSA President will get in touch with FAFICS and follow up with HLCM to share findings of their comparative review of Health Insurance in the UN Common System.	
FICSA/C/73/D/13	The FICSA Secretariat should ask members to provide information on how their health insurance premiums are calculated and implemented, and share the information received with them. The FICSA Executive Committee should explore the possibility of developing training on health insurance	FICSA Information Officer will prepare a survey to obtain information from all FICSA members on the information requested.	
Decision No.	IV. CONDITION OF SERVICE IN THE FIELD	Responsibility	Action / Comments
FICSA/C/73/D/14	The FICSA Executive Committee should continue participating actively in the meetings and deliberations of IASMN, to raise issues of common interest and concern that may be brought up by the FICSA membership.	FICSA ExCom	

FICSA/C/73/D/15	The FICSA Executive Committee should continue advocating staff interests during the regular ICSC meetings devoted to the classification of hardship duty stations.	FICSA ExCom Member for Field Issues.	
FICSA/C/73/D/16	The Executive Committee should ensure that the next round of ICSC classification of hardship duty stations duly consider factors such as the level of pollution and corresponding mitigation measures, respect for sexual diversity and disparity in the conditions of service	FICSA ExCom Member for Field Issues.	
FICSA/C/73/D/17	The Executive Committee should put in place an information process, such as an e-platform, to provide timely information to the FICSA membership affected by future classification reviews, to raise awareness among the local UN community of the importance of providing the right responses to questionnaires to ensure proper classification.	FICSA ExCom Member for Field Issues and FICSA Information Officer	
FICSA/C/73/D/18	The FICSA Executive Committee should ask the UN Department of Safety and Security (UNDSS) for guidelines on the roles and responsibilities of armed guards, the potential for special indemnities and the minimum requirements for carrying a firearm, to ensure the highest level of security. It should also write to IASMN for further guidance on this matter	FICSA ExCom Member for Field Issues	

Decision No.	V. GENERAL SERVICE QUESTIONS	Responsibility	Action / Comments
FICSA/C/73/D/19	<p>The FICSA Executive Committee should ensure that the vital role of the Local Salary Survey Committee (LSSC) is maintained and strengthened during the review of the survey methodologies</p> <p>Further, the FICSA representatives on the ICSC Working Group should ensure that the concerns raised by LSSCs prior to the review are taken into consideration. Funds should be allocated to facilitate the participation of the FICSA representatives on the ICSC Working Group and to conduct studies/analysis when required.</p>	FICSA ExCom Members for Compensation.	
FICSA/C/73/D/20	The Executive Committee should recommend to the ICSC Working Group that the pilot surveys not be rushed and changes be thoroughly studied and analysed prior to any decisions. FICSA should develop training materials to assist LSSCs during pilot surveys		Same as the above.
FICSA/C/73/D/21	The Executive Committee should strengthen the role of the LSSC by using the FICSA website as an information resource and repository of all relevant information regarding GS salary-survey methodology, such as LSSC members' responsibilities and roles, frequently asked questions (FAQs), past issues and solutions, and exchanges of views among members	FICSA Information Officer and FICSA ExCom	

FICSA/C/73/D/22	The Executive Committee should develop an early-warning system on trends for all duty stations (an information and coordination network of the LSSCs with clearly designated focal points from staff associations/unions that are members of FICSA) on comprehensive salary surveys and interim adjustments		Same as the above
FICSA/C/73/D/23	The FICSA Executive Committee should conduct a study on the impact on staff's workload and mental health and well-being of the digitalization and the use of artificial intelligence to implement organizational change and prepare a readiness plan to assist staff representatives and their staff associations/unions.	<p>FICSA President will liaise with the UN/CEB Mental Health Strategy group if there is any existing study on this or a new one is required.</p> <p>FICSA Information Officer will prepare a survey if required.</p> <p>ExCom will prepare a readiness plan based on the outcome.</p>	
FICSA/C/73/D/24	The Executive Committee should consider providing training in East Africa, according to the request from the Regional Representative for Africa to hold a workshop in Arusha, Tanzania for members of the LSSC	FICSA Regional Representative for Africa is following up with colleagues in East Africa.	

Decision No.	VI. PROFESSIONAL SALARIES AND ALLOWANCES	Responsibility	Action / Comments
FICSA/C/73/D/25	<p>The FICSA Executive Committee should:</p> <ul style="list-style-type: none"> • advise relevant staff associations not to participate in cost-of-living surveys for P and higher-category staff at Group II duty stations, if the old methodology is used, and to file appeals if ICSC insists on proceeding with such surveys; • continue to be actively involved in updating the methodology and the operational rules for these surveys and keep the membership informed of progress; and • monitor on a quarterly basis changes to post adjustment, reach out to the relevant organizations in affected duty stations when discrepancies are found, and provide support, information and guidance. 	FICSA ExCom Members for Compensation.	
FICSA/C/73/D/26	<p>The Executive Committee should create a matrix displaying the differences between the old and the new methodology. FICSA should gather the members' views, to come to a position on which methodology should be adopted.</p>	FICSA ExCom Members for Compensation.	

FICSA/C/73/D/27	The Executive Committee should approach the ICSC Secretariat to provide training on the proposed new methodology(ies).	FICSA ExCom Members for Compensation.	
FICSA/C/73/D/28	The Executive Committee should urge the HR Network and heads of agencies to apply ICSC standards for job classification and qualification requirements for P-staff positions, including periodic updating of job descriptions, especially when a restructuring exercise was foreseen	FICSA ExCom who attends the HRN & ICSC meetings.	
Decision No.	VII. STAFF/MANAGEMENT RELATIONS	Responsibility	Action / Comments
FICSA/C/73/D/29	The FICSA Executive Committee should reissue the survey on arrangements for staff associations, with a new deadline and a message that strongly encourages members from all organizations to respond. All staff associations in organizations having FICSA-member associations/unions and which have not yet committed to the cost-sharing scheme, should follow-up with their administrations on the status of the scheme, and request that they give it due consideration.	FICSA ExCom and FICSA Information Officer All FICSA Members	
FICSA/C/73/D/30	The Standing Committee recommended that the FICSA Secretariat request members to share their ethics and whistle-blowing policies and post them on the FICSA website	FICSA Secretariat	

Decision No.	VIII. STRATEGIC DEVELOPMENT	Responsibility	Action / Comments
FICSA/C/73/D/31	Council adopted the recommendations of the Ad hoc Committee on Strategic Development relative to the changes to the FICSA Statutes and Rules of Procedure as listed in Appendix 1 of Annex 10 of the 73 rd FICSA Council Report.	Completed	
FICSA/C/73/D/32	Considering the advantages and disadvantages of representing non-staff personnel indicated in the report presented by Neil Fishman (FICSA/C/73/SD/Summary Sheet 6) in Appendix 2, and the different perspectives expressed on the strategic interest of the participants, FICSA members should individually determine whether to include non-staff personnel as members in their respective associations. The Standing Committee on Human Resources Management should follow up and report to the Council on this matter.	FICSA Members	
FICSA/C/73/D/33	A training fund will be established as a transitional measure for the next two years with a maximum amount of CHF 25,000 from the reserve funds. The use of these funds should be limited to member organizations that lack the resources to organize their own training. The Executive Committee should establish terms of reference for this training fund and share it with the membership. Further, the FICSA membership should be encouraged to announce its planned training activities well in advance on the FICSA website.	FICSA Treasurer	This is the same as the 1 st recommendation from A&B therefore both will be joined into decision D/33.

Decision No.	IX. ADMINISTRATIVE AND BUDGETARY QUESTIONS	Responsibility	Action / Comments
FICSA/C/73/D/33	The Council established a Training Fund in the amount of CHF 25,000 from the reserves, and the FICSA Executive Committee should draft guidelines to be shared with all members. That would cover a transition period of two years, with a review of the effectiveness of the Training Fund at the end of that period. The guidelines should include criteria as mentioned in the 73 rd FICSA Council Report.	FICSA Treasurer	This is the same as decision 33 therefore both are combined into D/33
FICSA/C/73/D/34	The FICSA Executive Committee should establish terms of reference for the level and use of the reserve funds and incorporate them into the Financial Rules before the next FICSA Council	FICSA Treasurer and FICSA ExCom	
FICSA/C/73/D/35	The FICSA Treasurer should conduct an analysis on the use of discounts in the past and consult an external auditor on the best practices on the subject of discounts/rebates for members for early payment of dues, to report before the next FICSA Council for a recommendation	FICSA Treasurer	
FICSA/C/73/D/36	FICSA should write off WHO/AFRO's arrears of dues in the amount of CHF 8,750.50, as an exceptional measure granted to ease the financial plight of the member	Completed	