



TO WHOM IT MAY CONCERN

Subject: Release to attend the sessions of the 74th FICSA Council

The Federation of International Civil Servants' Associations (FICSA), which represents the interests of over 30,000 staff members of the United Nations and its specialized agencies worldwide, organizes yearly FICSA Councils with seven Standing Committees and two Ad Hoc Committees that develop member-driven decisions and resolutions on topics ranging from legal questions to staff-management relations and propose new decisions that form the Programme of Work for the upcoming year. Your organization's Staff Association/Union is a member of FICSA and the Committee members are actively involved in FICSA's activities. A delegation from our Organization usually attends the FICSA Council every year.

Given the still volatile and unpredictable situation due to the global COVID-19 pandemic, and considering the continuously changing nature of travel restrictions, the members of the FICSA Executive Committee, in consultation with the Chairs and Vice-Chairs of each Standing Committee, have decided to hold the 74th session of the FICSA Council - originally scheduled in WHO Copenhagen from 8 to 12 February 2021 - in a virtual format. We are now planning to hold Standing Committee sessions as of mid-November 2020 until mid-Januar 2021. Each Standing Committee might have 2-3 items that they will discuss in sessions of 2-3 hours. Plenary will be held from 9-11 February 2021 for three hours each day.

I would appreciate it if you could kindly grant the relevant administrative leave. Time commitment would amount to approximately 5 days spread across the period mentioned-above for about three delegates each.

We take this opportunity to sincerely thank your Office for its continued support of the Federation's activities.

Should you require any further clarification on this issue, please do not hesitate to contact Evelyn Kortum (ficsagensec@un.org).

Sincerely yours,

Tanya Quinn-Maguire
FICSA President

Annex: Estimated release time required

Note: As the schedule is not yet fixed, there might be three session in one Standing Committee. We will try our utmost not to have them running in parallel.

Attending in capacity as Officer (Chair/Vice-Chair or Rapporteur) – O, or Participant - P	Standing/Adhoc Committee Meeting	First session	Second session	Review and adoption of report
7 Standing Committees				
O / P	Human Resources Management	3 hours	3 hours	1.5 hours
O / P	Staff-Management Relations	3 hours	3 hours	1.5 hours
O / P	Social Security/OHS	3 hours	3 hours	1.5 hours
O / P	Professional Salaries and Allowances	3 hours	3 hours	1.5 hours
O / P	General Service Questions	3 hours	3 hours	1.5 hours
O / P	Field issues	3 hours	3 hours	1.5 hours
O / P	Legal Questions	3 hours	3 hours	1.5 hours
2 Ad Hoc Committees				
O / P	Administrative and Budget	3 hours	3 hours	1.5 hours
O / P	Strategic Development	3 hours	3 hours	1.5 hours

<p>Plenary Sessions</p> <ul style="list-style-type: none"> - Opening of Council - Address by the ICSC Chair - Address by other officials in the UN Common System - Membership matters - Elections - Adoption of Standing Committee reports / resolutions - Adoption of the programme budget - Closing of Council 	<p>9 - 10 – 11 February 2021 for a slot of 3 hours per day</p>
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