



Federation of International
Civil Servants' Associations

CIRCULAR

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Ref: 75th FICSA Council

Geneva, 19 May 2022

FICSA COUNCIL DECISIONS AND WORK PLAN FOR 2022

To: Chairs, Member Associations/Unions
Members of the Executive Committee
Chairs, Members with Associate Status
Chairs, Associations with Consultative Status
Presidents, Federations with Observer Status
Chairs and Vice-Chairs of Standing Committees

From: Cosimo Melpignano, FICSA General Secretary

For your information, please find attached the Index of Decisions of the 75th FICSA Council. This Index constitutes the Federation's workplan until the 76th FICSA Council in 2023 where the Executive Committee will report on the implementation of the recommendations.

We are collaborating closely with the Chair and Vice-Chairs of the respective [Standing Committees](#) to discuss actions and implementation methods. We will keep you informed throughout the year.

Starting from the 74th FICSA Council, the decisions are separated into two – those addressed to the FICSA ExCom / Secretariat, which forms the FICSA Workplan for the year, and decisions addressed only to FICSA Members and Standing Committees.

FICSA STANDING COMMITTEES 2022-2023

List of Chairs and Vice-Chairs

Standing Committee	Chair	Vice-Chairs
PBAS	Nizar Zaher (OSCE) Imed Zabaar (IAEA)	
Field issues	Oleksandr Martynenko WHO/EURO)	Tonia Rifaey (WHO/EMRO) Marc Brown (FAO/WFP-UGSS)
GSQ	Alberto Fernández (OPCW)	Silvia Mariangeloni (FAO/WFP-UGSS) Kay Miller (WHO/EURO) Eugenia Agostini (IAEA)
HRM	Steven-Geoffrey Eales (UNIDO)	Ambretta Perrino (UNFCCC) Daniella Salmon (WHO/HQ)
Legal Questions	Andres Orias-Bleichner (WMO)	Charles Forrest (IFAD) Daniella Salmon (WHO/HQ)
PSA	Andrea Palazzi (UNAIDS)	Daniela Cracel (PAHO/WHO) Houcine Mhadhbi (IAEA)
SocSec/OHS	Paola Franceschelli (FAO/WFP-UGSS)	Michelle Delinde (CTBTO) Andrew Brown (ICAO)
SMR	Viera Seben (ICAO)	Shereen Barry (IMO) Annarita Palumbo (UNGSC)

Actions for FICSA ExCom/Secretariat

Chapter and content	Number of decisions
Legal Questions	5
Human Resources Management	2
Social Security/Occupational Health and Safety	6
Conditions of Service in the Field	5
General Service Questions	3
Professional Salaries and Allowances	5
Staff–Management Relations	5
Joint Session HRM / SMR	3
Programme Budget, Administration and Strategy	4
Total	38

Actions for FICSA Members/Standing Committees

Chapter and content	Number of decisions
Social Security/Occupational Health and Safety	2
Staff–Management Relations	1
Joint Session HRM / SMR	1
Total	4

Actions for FICSA ExCom/Secretariat

Decision No.	I. Legal Questions	Action/Comments
FICSA/C/75/D/1	The FICSA Executive Committee should continue to keep members informed, to encourage them to engage in dialogue with their respective administrations about the jurisdictional review and to report to the Executive Committee.	
FICSA/C/75/D/2	The FICSA Executive Committee should establish at the earliest opportunity a working group of member organizations that had recently transferred jurisdiction from the ILO Administrative Tribunal (ILOAT) to the UN Administrative Tribunal (UNAT) to monitor procedures, respect for the consultative process and other relevant rules, and to provide support to staff representatives.	
FICSA/C/75/D/3	The FICSA Executive Committee should maintain close contact with ICAO, sharing lessons learned and the outcome of its negotiations with Office of Staff Legal Assistance (OSLA), comparing its case with those of other agencies that moved from ILOAT to UNAT, so that the appeals of its members within the two-tiered system would be admissible in UNAT.	
FICSA/C/75/D/4	The FICSA Executive Committee should issue a statement making all administrations aware of the need to avoid discrimination, retaliation and harassment against staff association representatives; and to protect their rights to career development and to proper release conditions while carrying out their functions, reminding participating organizations of UN administrative instruction ST/AI/293 of 15 July 1982 on facilities to be provided to staff representatives, which showed how staff representations should be considered.	
FICSA/C/75/D/5	The FICSA Executive Committee should start as soon as possible to amend Article 6 of the FICSA Statutes , through a postal vote in accordance with Article 25, to specify that new applicants for full membership of FICSA must possess agreement from their organization to participate in the HLCM cost-sharing agreement to cover the cost of releasing the FICSA President and General Secretary from their regular duties.	
Decision no.	Human Resources Management	Action/Comments
FICSA/C/75/D/6	FICSA should continue to take a conservative approach towards expanding the existing contractual framework.	

FICSA/C/75/D/7	The FICSA Executive Committee should establish a technical committee on contractual personnel issues on a pilot basis for the 76 th session of the FICSA Council, with a view to converting it to a permanent technical committee should its value be sustainable beyond the pilot phase.	
Decision no.	Social Security/Occupational Health and Safety	Action/Comments
FICSA/C/75/D/8	The FICSA Executive Committee should continue active participation in the UN Mental Health and Well-Being Implementation Board, and share the guidelines for the implementation of the UN Mental Health and Well-Being Strategy with the FICSA membership once finalized.	
FICSA/C/75/D/9	The Standing Committee requested that the ExCom retrieve all information on the 2019 Interagency Working Group on Medical Schemes and that the information be circulated to members of the SocSec Working Group, for follow up decisions.	
FICSA/C/75/D/10	The FICSA Executive Committee should bring any concerns of FICSA members to the attention of the leadership of the UNJSPF, including the Chief Executive Officer or the Representative of the Secretary-General for the investment of assets.	
FICSA/C/75/D/11	The FICSA Secretariat should inform members about the UN Disability and Inclusion Strategy , and encourage staff representatives to learn about it and become involved in efforts in their organizations to develop strategies that would lead to the inclusion of staff living with all forms of disability.	
FICSA/C/75/D/12	The FICSA Executive Committee should follow the progress of the Occupational Health and Safety Forum's discussions and share with FICSA members the Forum's final recommendations to HLCM.	
FICSA/C/75/D/13	The FICSA Executive Committee should continue to gather information from the FICSA membership on lessons learnt and problems experienced in the context of the COVID-19 pandemic, including on cost-related issues.	
Decision no.	Conditions of Service in the Field	Action/Comments
FICSA/C/75/D/14	The FICSA Executive Committee should continue being actively involved in the sessions of the Inter-Agency Security Management Network (IASMN) to be held until the 2023 FICSA Council.	
FICSA/C/75/D/15	The FICSA Executive Committee should take the necessary steps to make available on the FICSA website, for easy access to all members, the policies of the United Nations Department of Safety and Security (UNDSS) on road safety, the physical security for UN premises, aviation safety and fire safety.	
FICSA/C/75/D/16	The FICSA Executive Committee should request that staff representatives be considered to play a support role for affected staff members and their families involved in a hostage-incident-management situation.	
FICSA/C/75/D/17	The FICSA Executive Committee should: <ul style="list-style-type: none"> • alert all stakeholders (the International Civil Service Commission (ICSC), UN organizations and other staff federations) to the importance of the hardship-classification exercise at all levels, in sessions of 	

	<p>ICSC, the High-Level Committee on Management (HLCM), the Human Resources (HR) Network, and the Occupational Health and Safety (OHS) Forum.</p> <ul style="list-style-type: none"> work with other staff federations to build the knowledge of all categories of staff posted in the field and regions, and to raise their awareness of the importance of providing as much data as possible in the hardship questionnaires, to accurately capture the local living conditions; and in its efforts to raise awareness, spell out how to initiate, where necessary, the review -of ICSC decisions on hardship classification. 	
FICSA/C/75/D/18	<p>The FICSA Executive Committee should:</p> <ul style="list-style-type: none"> monitor the situation to prevent the establishment of a two-tier system in which staff based in headquarters were free to work remotely while staff in smaller duty stations in the field had to work in their offices. engage with the regional representatives to advocate good collaboration and communication between on-site and remote-working staff; and continue advocating the duty of care to provide a safe working environment for all staff and preserve their health and well-being. 	
Decision no.	General Service Questions	Action/Comments
FICSA/C/75/D/19	<p>The FICSA Executive Committee should allocate funds in the amount of CHF 20,000 from the FICSA Training Fund, if needed, to update its training materials on GS salary-survey methodologies and organize the training of trainers as soon as the methodology for the next round of surveys was finalized.</p>	
FICSA/C/75/D/20	<p>In view of the upcoming comprehensive review of the UN compensation package by the International Civil Service Commission (ICSC), the FICSA Executive Committee should continue monitoring ICSC reviews regarding the GS compensation package and keep FICSA membership duly informed.</p>	
FICSA/C/75/D/21	<p>The FICSA Executive Committee should ask FICSA members to share their recruitment policies, which would allow the core group members of the Standing Committee on General Service Questions to identify best practices on recruitment to share with FICSA membership, and actively encourage representatives of staff associations to take part as early as possible in the selection process and, as appropriate, in their organizations.</p>	
Decision no.	Professional Salaries and Allowances	Action/Comments
FICSA/C/75/D/22	<p>The FICSA Executive Committee should:</p> <ul style="list-style-type: none"> write to the heads of UN organizations in Montreal and their headquarters, requesting that all mandatory expenses required for required for a child's full-time school attendance be fully considered and reimbursed in accordance with the Education Grant scheme as per ST/AI/2018/1/Rev.1, section 3.1(b) and as per UNAT Judgment 2022-UNAT-1221; and 	

	<ul style="list-style-type: none"> collect information from member organizations on the implementation of new sliding scale for the Education Grant and follow up at the ICSC session if necessary. 	
FICSA/C/75/D/23	<p>The FICSA Executive Committee should:</p> <ul style="list-style-type: none"> develop a tabular-format summary of the changes made to the compensation package in the previous review, to serve as reference for the upcoming review (refer to FICSA/C/75/PSA/CRP.01), including a summary of the changes that have negatively or positively affected professional staff; and continue to strengthen FICSA’s technical competence in compensation-package methodologies, through training given to Executive Committee, members of the Standing Committee on Professional Salaries and Allowances and staff representatives; and by revitalizing the Standing Committee’s Permanent Technical Committee (PSA/PTC), to enable FICSA to effectively engage in the ICSC compensation-package review processes. 	
FICSA/C/75/D/24	<p>The FICSA Executive Committee should:</p> <ul style="list-style-type: none"> continue to request that ICSC train local salary committees in preparation for the COL surveys planned for 2022–2023. organize training sessions on the new COL methodology and operational rules to all staff associations. include at least two experts, if required, to accompany the FICSA delegation to the next ACPAQ meeting to review ICSC’s data analysis for the headquarters COL survey; and monitor the rollout of future COL surveys, to ensure that agreed survey feasibility criteria are met. 	
FICSA/C/75/D/25	<p>The FICSA Executive Committee should:</p> <ul style="list-style-type: none"> propose in relevant fora that measures should be put in place to ensure respect for established working hours, whether staff work in their usual workplaces or remotely. collect information from member organizations on the rules and practices regarding additional compensation provided to P staff when they travelled during holidays and weekends, had to work long hours during the week or had to work during the weekend; and once the analysis is ready, raise that matter in relevant fora to ensure that P staff were compensated for extra hours. 	
FICSA/C/75/D/26	<p>The FICSA Executive Committee should, with the support of the Standing Committee on Professional Salaries and Allowances, arrange a training session for colleagues who would be interested in joining PSA/PTC.</p>	
Decision no.	Staff–Management Relations	Action/Comments
FICSA/C/75/D/27	<p>The FICSA Secretariat should make the form created by the Standing Committee on Staff–Management Relations on arrangements for staff associations (facilities and support provided to staff associations by organizations) available on the website to all FICSA members to complete before each FICSA Council.</p>	

FICSA/C/75/D/28	The FICSA Secretariat should post the official cost-sharing agreement for release of FICSA officers on the website .	
FICSA/C/75/D/29	The FICSA Executive Committee should request members to share lists of actions, mechanisms, processes, and best practices on how organizations address any kind of harassment, including bullying, misconduct, and unethical behaviour.	
FICSA/C/75/D/30	The FICSA Executive Committee should: <ul style="list-style-type: none"> • update the database of the MoUs/cooperation or recognition agreements between staff associations/unions and organizations collected from its membership. • urge member to inform FICSA of any changes to existing agreements, so that they could be included in the database; and • recommend members to use the standard template or model document of an agreement as a resource. 	
FICSA/C/75/D/31	The FICSA Executive Committee should collect all policies related to overtime from the FICSA membership, so that the core group of the Standing Committee on Staff–Management Relations could carry out necessary analysis and discuss at the 2023 Council.	
Decision no.	Joint HRM SMR session	Action/Comments
FICSA/C/75/D/32	The FICSA Secretariat should create a database of policies on flexible work from information supplied by the membership.	
FICSA/C/75/D/33	The FICSA Executive Committee should communicate to the top management of member organizations the urgency of developing and adopting policies on flexible work.	
FICSA/C/75/D/34	The FICSA Secretariat should note the need for a joint session of the standing committees on Human Resources Management and Social Security/Occupational Health and Safety at the 77 th FICSA Council in 2024, to address the mental health issues related to flexible work.	
Decision no.	Programme Budget, Administration and Strategy	Action/Comments
FICSA/C/75/D/35	The FICSA Executive Committee should continue its social-media communications initiative as a one-year project, during which it would: <ul style="list-style-type: none"> • define its terms of reference and clarify its target groups, messages, and campaigns; the place of that work within FICSA’s priorities; and key performance indicators. • seek volunteers in FICSA member organizations to take on or assist with the social-media function; and • report on its effectiveness and way forward to the 76th Council. 	
FICSA/C/75/D/36	To deal with current strains in relations with sister staff federations, the FICSA Executive Committee should:	

	<ul style="list-style-type: none"> request FICSA heads of delegations to review and evaluate the CCISUA/FICSA/UNISERV Cooperation Agreement, and send their specific proposals to strengthen the agreement, if any, to The FICSA Executive Committee by the end of the third quarter of 2022; and <p>before the 76th FICSA Council, arrange a meeting among the leadership teams of the three federations, along with heads of delegations of FICSA member organizations, to evaluate the relationship and decide how to move forward together.</p>	
FICSA/C/75/D/37	The FICSA Executive Committee should invite the auditor to address future Councils virtually.	
FICSA/C/75/D/38	<p>The FICSA Treasurer should, with the Heads of Delegations:</p> <ul style="list-style-type: none"> conduct an analysis on the use of the reserve fund, forecast changes in levels of dues, and provide proposals on the ways forward for consideration by the FICSA membership; and develop proposals for resource mobilization. 	

Actions for FICSA Members/Standing Committees

Decision No.	Social Security/Occupational Health and Safety	Action/Comments
FICSA/C/75/M/1	FICSA members should verify and ensure the implementation of the OHS framework within their organizations, including the establishment of advisory bodies for consultation/negotiation with management.	
FICSA/C/75/M/2	The Standing Committee reaffirmed the need to analyse the data on the different medical insurance plans and to keep the Soc Sec Working Group tasked with the follow up, including to develop clear Terms of Reference (TOR) of a consultant to be hired to develop the standard guidelines and best practices to be used by SRBs.	
Decision no.	Staff-Management Relations	Action/Comments
FICSA/C/75/M/3	FICSA members should encourage staff-association representatives to educate themselves and build capacity on staff benefits and entitlements, through training or briefings, to become better able to advocate, protect and defend those benefits and entitlements within their organizations.	
Decision no.	Joint Session HRM / SMR	Action/Comments
FICSA/C/75/M/4	The FICSA membership should monitor and collect the positive and negative aspects of the application of those policies in their organizations and share their experiences at a joint SMR/HRM session at the 77th FICSA Council in 2024.	