

IPU – Geneva - extract from the Staff Rules and Regulations

103.5 - Geographical distribution

Recruitment on as wide a geographical basis as possible, in accordance with the requirements of Staff Regulation 3.2, shall not apply to posts in the General Service category or in similar salary grades.

103.6 - Local recruitment

(a) Staff members in the General Services category shall be regarded as locally recruited for the purposes of these Rules unless:

- (i) They have been recruited from outside the area of the duty station; or
- (ii) The post for which the staff member has been recruited is one which, in the opinion of the Secretary General, it would otherwise have been necessary to fill by recruitment from outside the area of the duty station.

(b) A staff member regarded as having been locally recruited shall not be eligible for the allowances or benefits indicated under Staff Rule 103.7 unless their entitlement to one or more of the allowances or benefits indicated under rule 103.7 has been duly established by the Secretary General;

103.7 - International recruitment

(a) Staff members other than those regarded under rule 103.6 as having been locally recruited shall be considered as having been internationally recruited. The allowances and benefits in general available to internationally recruited staff members include: payment of travel expenses upon initial appointment and on separation for themselves and their spouses and dependent children, removal of household effects, home leave, education grant and repatriation grant.

(b) Staff members recruited specifically for mission service shall not be eligible for removal of household effects.

(c) A staff member who has changed his or her residential status in such a way that he or she may, in the opinion of the Secretary General, be deemed to be a permanent resident of any country other than that of his or her nationality may lose entitlement to allowances and benefits in (a) above, if the Secretary General considers that the continuation of such entitlement would be contrary to the purposes for which the allowance or benefit was created.

103.8 -103.8 - Nationality

(a) In the application of Staff Regulations and Staff Rules, the Union shall not recognize more than one nationality for each staff member.

(b) When a staff member has been legally accorded nationality status by more than one State, the staff member's nationality for the purposes of the Staff Regulations and these Rules shall be the nationality of the State with which the staff member is, in the opinion of the Secretary General, most closely associated.

103.9 - Family relationships -

- (a) Except where another person equally well qualified cannot be recruited, appointment shall not be granted to a person who bears any of the following relationships to a staff member: father, mother, son, daughter, brother or sister.
- (b) The spouse of a staff member may be appointed provided that he or she is fully qualified for the post for which he or she is being considered and that the spouse is not given any preference by virtue of the relationship to the staff member.
- (c) A staff member who bears to another staff member any of the relationships specified in (a) and (b) above:
- (i) Shall not be assigned to serve in a post which is superior or subordinate in the line of authority to the staff member to whom he or she is related;
- (ii) Shall disqualify himself or herself from participating in the process of reaching or reviewing an administrative decision affecting the status or entitlements of the staff member to whom he or she is related.
- (d) The marriage of one staff member to another shall not affect the contractual status of either spouse, but their entitlements and other benefits shall be modified as provided in the relevant Staff Regulations and Rules. The same modifications shall apply in the case of a staff member whose spouse is a staff member of another organization participating in the United Nations common system. Where both spouses are staff members and maintain separate households because they are assigned to different duty stations, the Secretary General may decide to maintain such separate entitlements and benefits, provided that this is not inconsistent with any Staff Regulation or other decision of the Union.

103.10 - Appointments

- (a) On recruitment, staff members may be granted one of the following types of appointments: temporary appointment or fixed-term appointment.
- (b) Staff members who have completed two years of satisfactory and continuous service may be granted an indefinite appointment.

103.11 - Temporary appointment

- (a) The Secretary General may appoint persons on a temporary basis for a continuous period of less than one year.
- (b) Only those provisions of the Staff Rules and Regulations which are expressly mentioned in the Letter of Appointment shall be applicable to temporary staff.

103.12 - Fixed-term appointment

- (a) A fixed-term appointment shall be an appointment for a continuous period of not less than one year, ending on a date specified in the contract of employment.
- (b) A fixed-term appointment shall include a probationary period of nine months. In exceptional circumstances, the probationary period may be extended for not more than one additional year. The Secretary General may, in appropriate cases, reduce or waive the required period of probationary service.
- (c) A fixed-term contract may not be renewed more than twice;
- (d) The fixed-term appointment does not carry any expectancy of renewal or of conversion to any other type of appointment.

103.13 - Indefinite appointment

An indefinite appointment may be granted, in accordance with the needs of the Organization, to staff members who, by their qualifications, performance and conduct, have fully demonstrated their suitability as international civil servants and have shown that they meet the high standards of efficiency, competence and integrity, provided that:

- (i) They have completed the period of probationary service required by rule 103.12 (b); or
- (ii) the period of probationary service has been waived in accordance with rule 103.12 (b);
- (iii) and they have completed one or more continuous terms of continuous service in the same job under fixed-term appointments and have been favorably considered under the terms of Staff Rule 103.10(b).