SURVEY

FICSA QUESTIONNAIRE ON ARRANGEMENTS FOR STAFF ASSOCIATIONS/UNIONS
SUMMARY

- Background
- Covid-19 Specific
- Communication
- Financing
The Staff Management Relations Standing Committee (SMR SC) has developed the below questionnaire to follow up on the decision FICSA/C/72/D/43[1], taken by the 72nd Council. The survey was designed to help members provide valuable information about their modus operandi and financial arrangements. The information will be helpful to get a picture of the differences between associations and help those members that have less favourable conditions advocate for changes.

There were 28 responses to the FICSA Survey.
BACKGROUND (2)

NUMBER OF EXECUTIVE COMMITTEE MEMBERS

YEAR OF ESTABLISHMENT
BODIES FORESEEN IN YOUR STATUTES

- Staff assembly/AGM/Annual council
- Electoral unit
- Staff council
- Executive committee/Staff committee
- Polling officers
- Statutes and arbitration board
- Auditors

ENTITLED TO PROPOSE AN AGENDA ITEMS IN THE BODIES THAT YOUR ASSOCIATION IS REPRESENTED IN
COVID-19 SPECIFIC

1. Crisis Management Team
2. Statues of Staff Associations
3. Other Staff Represented on the Committee
4. Number of Representatives Attending the Meetings
5. Frequency of the Meetings
6. Team Is Allowed to Meet Without Staff Representatives
7. Staff Association Involved in Discussing Administrative Guidance
1-TITLES OF THE CRISIS MANAGEMENT TEAMS

- Business Continuity management team
- Crisis Response Team
- Covid-19 Task Force
- CMT
- Covid Coordination group
- Executive Crisis Committee
- Covid Crisis Working group
- Crisis operation group
- Covid-19 Working group
- SMT
- UNDP COVID-19 Response plan
- Crisis Operational Group Org. Internal.
- Covid-19 Crisis Management Team
- Standing Emergency Team
2- Staff association/union is a formal member of the committee or observer

3- Other than elected staff representatives, is there other staff represented on the committee?

4- Number of staff representatives attending the meetings
5- Frequency of the meetings

6- The team/committee is allowed to meet without staff representatives in attendance

7- The staff association/union is involved in discussing administrative guidance and/or return to work policy
ASSOCIATION'S MAIN INTERLOCUTOR

- Staff relations officer
- Director of HR
- Ombudsman
- Ethics officer
- Executive head/Director general
- Focal point designated by the organization

Number of associations
Staff Association can communicate with:

- All staff: 43%
- Contributing/dues paying members only: 16%
- Governing bodies/Member states directly: 16%
- Governing bodies/Member states through statement delivered during governing meeting: 11%
- Other: 13%

Staff Association allowed to address Governing Body because of:

- Stipulated in your organization's staff rules and regulations: 7
- Stipulated in your recognition agreement: 3
- Stipulated in your memoranda of understanding: 4
- Stipulated in your statutes: 7
- Established practice: 13
- Not allowed to address our governing bodies: 7
- Other: 7
How often does your staff association address your governing body?

- Once a year: 11
- Twice a year: 6
- As needed: 7
- Rotational basis since there are multiple staff associations Unions: 2

On average

Are you expected to obtain approval from management prior to communication with all staff in your office?

- Yes: 18%
- No: 82%
COMMUNICATION TOOLS
YOU USE TO COMMUNICATE
WITH STAFF IN YOUR
ORGANIZATION

<table>
<thead>
<tr>
<th>Communication Tool</th>
<th>Frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website</td>
<td>21</td>
</tr>
<tr>
<td>Email</td>
<td>28</td>
</tr>
<tr>
<td>Magazine</td>
<td>7</td>
</tr>
<tr>
<td>Town hall meeting</td>
<td>21</td>
</tr>
<tr>
<td>Flyers</td>
<td>10</td>
</tr>
<tr>
<td>Information stand</td>
<td>7</td>
</tr>
<tr>
<td>Digital display screen</td>
<td>2</td>
</tr>
<tr>
<td>Facebook page</td>
<td>2</td>
</tr>
<tr>
<td>WhatsApp</td>
<td>3</td>
</tr>
<tr>
<td>Newsletter</td>
<td>2</td>
</tr>
<tr>
<td>Microsoft Teams</td>
<td>2</td>
</tr>
<tr>
<td>General Assembly Meetings</td>
<td>1</td>
</tr>
</tbody>
</table>
FINANCING

HOW YOUR ASSOCIATION IS FINANCED?
Staff representatives are allowed to go on duty travel to attend meetings on behalf of the staff union:

- Yes: 7%
- No: 93%

Is it counted towards their release time?

- Yes: 50%
- No: 50%

How is travel for staff representatives financed?

- 100% financed by staff association: 36%
- 100% funded by host organization/association: 11%
- Shared on a certain percentage basis between staff association and the organization: 54%

Does your staff follow the organization’s travel rules?

- Yes: 96%
- No: 4%
WHO APPROVES THE TRAVEL OF THE MEMBERS OF YOUR STAFF ASSOCIATION?

- President of the staff association/Union: 26%
- Supervisor of the traveler: 7%
- Director of HR/Director of administration: 37%
- The divisional director of the respective traveler: 7%
- Executive head/Director general/Secretary general: 22%

DOES YOUR STAFF ASSOCIATION EMPLOY SUPPORT STAFF PART OR FULL TIME?

- Part time: 73%
- Full time: 27%

FACILITIES PROVIDED BY THE ORGANIZATION

- Office space: 27
- Meeting room: 27
- Office supplies: 20
- Equipment: 17
- Cleaning: 15
- Printing: 10
WE THANK ALL STAFF HAVING ANSWERED THIS QUESTIONNAIRE