



**34<sup>th</sup> UNOG Staff Coordinating Council**  
**34<sup>ème</sup> Conseil de coordination du personnel de l'ONUG**

**Minutes of the 3<sup>rd</sup> meeting**

held on 10 May 2016 at 1:00 p.m. in Room C.529

**Council members present:** ALMARIO Francis, BALY Mohamed Chiraz, BENAYED Slim, CHANTREL Dominique, CHAOUI Prisca, FUNCK THOMAZ Samuel, GAZIYEV Jamshid, JORDAN Sarah, KALOTAY Kalman, KELLY Paul, NWABUOGU Gloria, PECK ARIF Catherine, POPA Gabriela, RICHARDS Ian, STANOVIC Marko, TOUIHRI Mohssen, VESTERMAN Claire,

**Council members absent:** APOSTOLOV Mario, DOS SANTOS José, EL GARAH Samira, JAMES Elizabeth, MELLET Johnny, ROUAI Slim, SHAMSIE Syed, VILCHES Sandrine.

*The meeting began at 1:05 p.m.*

**1. Adoption of the agenda**

The agenda was adopted with changes as reflected below.

**2. Adoption of the minutes of the 2<sup>nd</sup> Council meeting**

The minutes of the 2<sup>nd</sup> meeting were adopted without changes as reflected in the Council's records.

**3. Report of the Finance Commission**

Mr. Almario informed the Council that the FC already had its first meeting at which he was appointed Treasurer and briefed the plenary on the items discussed at said meeting. Mr. Almario also informed that the FC will present at the next Council meeting how the recommendations in the 2014-2015 audit report are being addressed and related actions to be taken.

**4. Report of the Executive Bureau**

Mr. Richards reported to the Council on the activities of the EB since the previous Council meeting, which include: participation in SMC in Vienna (Mr. Richards informed the full report to come out shortly, and he briefed on the various issues discussed at SMC); mission to New York on behalf of CCISUA regarding implementation of Polnet mobility network, and meeting the ICSC regarding salaries and remuneration; discussion with Administration to activate a *buvette* in Chalet Montbovon; preparations for the children's party.

**5. Adoption of the amended budget**

The Council was presented with a proposal to amend the adopted budget for the 2015-2016 financial year, as per recommendation of the Executive Bureau. Following a brief discussion on the details, the Council adopted the amended budget as attached to the present minutes.

**6. Review of the approval of expenses**

Mr. Richards recalled the regular practice of the Council to delegate to the EB the approval of individual financial support requests from clubs up to CHF 3'000 per financial year, per club, within the authorized envelope in the adopted budget. The Council confirmed said delegation to the EB.

**7. Ecuador collection**

Ms. Chaoui informed the Council that as of 10 May 2016 the staff had collected CHF 14'603.05 in favour of the victims of the recent earthquake in Ecuador, which includes CHF 300 in cash deposits directly by staff into the Relief Fund account. She also informed that further contributions have been received in the bank account after the actual closing date of the collection (29/04/2016), those will not

be included in the total that the Council would normally decide to match in calculating its own contribution in support of the staff who mobilized for the collection and the ultimate beneficiaries. The Council agreed to match the collected amount of CHF 14'603.05. A discussion also took place on the Council's practice of contributing to humanitarian relief collections. The Finance Commission will examine the history and funds spent under that practice in the past years and report back to Council.

#### **8. CCISUA delegation**

Mr. Richards reminded the Council that the CCISUA GA will be taking place in June, in Santiago. The Council was presented with a recommendation of the EB to maintain the same membership and delegation to the CCISUA GA as last year of 3 members plus the President of CCISUA. Following a brief discussion in which it was highlighted the importance of having experience and knowledge on the subjects to be discussed, the Council designated Mr. Gaziyeu, Mr. Baly and Mr. Stanovic as its representatives at the upcoming CCISUA GA, plus Mr. Richards in his capacity of CCISUA President, whose official mission costs are to be covered by the Council as per CCISUA statutes.

#### **9. Garden party**

Mr. Richards informed the Council that, following the very popular event last year, the EB had been discussing doing a garden party for staff by the end of June. The layout will be the same as last year: having a tent for drinks, bands, participation of clubs, special onsite offers from Eldora, etc. The Council agreed with the concept, and it was noted that an envelope of CHF 10'000 was already allocated in the amended budget.

#### **10. Strategic Heritage Plan (SHP)**

Ms. Chaoui informed the Council that EB had endorsed an initiative to conduct a study on UN staff and from other international organisations in Geneva who currently work in open office space and evaluate their experience, to be based on surveys and an objective research on the subject, which will allow the Council to obtain the opinion of outside experts on the proposed changes in office space by the SHP. The intention would also be to welcome and seek participation of the Administration in this study. To conduct it, Ms. Chaoui informed that it had been possible until then to obtain one quote from an external firm with three different options that differ in the broadness of the study and its cost.

The Council deliberated on the proposal and how said study would be conducted. It was enquired whether quotes from other firms could be found, to which Ms. Chaoui replied that only one out of two suitable companies had replied with an official quote, and that she would always welcome help from the Council members in identifying other suitable companies with whom inquire. Following the discussion, the Council approved an expenditure to CHF 12'000 (VAT excluded) for option 2 of the presented quote.

#### **11. Staff Coordinating Council survey**

Ms. Nwabuogu briefed the Council on the proposal to conduct a survey amongst staff on the work of the Council that would allow measuring their level satisfaction with the latter. She explained the purpose of the survey is to determine how to improve the Council's work. Also, that a draft is currently being finalised at the EB level, and soon it will be circulated to the Council for comments.

#### **12. Club financing**

Ms. Kalotay raised a proposal to amend the guidelines on the granting of financial support to clubs, which would allow flexibility to the requirement of 15 dues-paying members within a club's membership that makes the latter eligible for financial support from the Council. In that sense, Mr. Kalotay suggested a reduction in the allowed threshold for grants depending on the number of dues-paying members within a club's membership. A discussion followed on the "15 dues-paying members rule" and the reasons why it was adopted by the Council. It was clarified that the guidelines allow for clubs to come to the Council and ask their specific case to be considered, despite the fact

that they may not fulfill entirely the conditions set out in said guidelines. Finally, the text of the guidelines was not modified.

### **13. Any other business**

- Mr. Kalotay raised concerns about the editorial and language quality of UN Special, to be discussed at a future meeting. Mr. Richards commented that under the new leadership of the magazine only English and French languages will be used, and the importance of encouraging our fellow staff to write for the magazine.

*The meeting closed at 2:20 p.m.*

Adopted on 27/11/2015  
Amended on 10/05/2016



**Conseil de coordination du personnel de l'ONUG**  
**UNOG Staff Coordinating Council**

**2015-2016 Budget (1 December 2015 - 30 November 2016) \***

(in Swiss Francs)

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**Projected Income**

SAFI: contribution to SCC	270,000.00
Staff's contribution to SCC	29,000.00
Bulletin Board	5,000.00
Bank interest	240.00
<b>Total</b>	<b>304,240.00</b>

**Allocations**

Membership of CCISUA	26,000.00
Humanitarian Relief Fund	35,000.00
Children's party	35,000.00
Staff Gala	70,000.00
Missions and Representation	35,000.00
Office Expenses/Advocacy	4,000.00
Training	5,000.00
UN Clubs/Interagency Games/Recreational activities	17,500.00
Bank charges/Exchange rate difference	2,000.00
SHP	50,000.00
Garden Party	10,000.00
<b>Sub-total</b>	<b>289,500.00</b>

**Misc (5% of estimated expenditure)** **14,475.00**

**Grand-total** **303,975.00**

**Difference Income versus Expenditure** **265.00**

\* As per decision of the 33rd Council, the period of the budget was adjusted to coincide with the statutory financial year (1 December to 30 November).