

**Languages Service Sectoral Assembly (LSSA)**  
**Minutes of the third meeting of the Bureau<sup>1</sup>**

*Held on Thursday, 13 September 2018, from 2.30 to 4.30 p.m., room E-4116.*

**Attendees:** Wreda Amziani (ATS), Olga Campos (STS), Jianjun Chen (CTS), Pauline Escalante (ETPU), Melanie Guedenet (ETS), Hassan Harrafa (ATS), Yustiniya Khokhlova (RTS), Tatiana Jaques (RU), Olivier Meyer (President), Bruno Nissou (FTS), Olga Ovchinnikova (RTPU) and Yenlin Zhang (CTS).

**Main topics discussed:**

- Activities of the President since the previous meeting
- Strategic Vision 2018
- Future of Text Processing Units
- Current situation of the Reference Unit
- Performance documents (e-PAS)
- Cross-assignments
- Productivity issues
- Stand-up desks
- “Focal points for Fun” Project
- Communication

**Decisions taken:**

1. *Strategic Vision 2018:* While we are aware that Ms. Pollard has already been informed of our questions and concerns regarding the *Strategic Vision* document following the meeting she held with Ms. Prisca Chaoui, the working group of the Bureau charged with drafting a text to be sent to the management will complete that task and the Bureau might consider the possibility of publishing the text in *UN Special*.

2. *Future of Text Processing Units:* Assurances were given in the last SMRG meeting that, although there will be significant changes in the functioning of the TPUs, the job security of staff is not threatened. Only posts left vacant due to retirements will be suppressed and extra-budgetary funds will be allocated to language training of current staff as needed. The **President** will meet with Ms. Momal-Vanian to discuss this issue.

3. *Current situation of the Reference Unit:* Out of a total of 15 people, 7 have been selected for the new support group that will join the LSU as from April 1st, 2019. As mentioned in the previous meeting, 3 people had been reassigned to other posts and the remaining 5 colleagues are currently on cross-assignment but have not been reassigned yet. Ms. Naima Abdellaoui is the new temporary chief of the Reference Unit.

4. *Productivity issues:* The **President** will meet with Ms. Momal-Vanian and a representative from the EAMS to discuss the productivity issues raised in the Languages Service.

5. *Performance documents:* The Bureau has been informed that the performance documents (e-PAS) are not examined by the panel members in internal promotion processes. The **President** will seek to clarify this and find the HRMS documents on which this standard is based.

6. *Cross-assignments:* The management considers that recent experiences have been enriching and encourages LS staff to find their own opportunities for cross-assignment and submit their proposals to the Office of the Chief.

5. *Stand-up desks:* In view of the interest shown by staff members, the **President** agreed to seek further clarification, as the Bureau had been informed in the past that these type of desks were allocated only for specific cases subject to approval by the medical service, whereas this type of devices are widely used in New York.

6. *Focal points for “Fun” Project:* Staff who would like to volunteer to organise informal events are encouraged to contact Ms. **Melanie Guedenet** or Ms. **Yustiniya Khokhlova**.

7. *Communication:* The Bureau is well aware of the importance of promoting the work of the Language Service through *UN Special* and its members will launch a new call for contributions to the staff of their sections. On the other hand, it encourages LS Staff interested in participating in the Staff Stories project to contact Ms. **Yustiniya Khokhlova**.

8. *The fourth meeting of the LSSA will be held on 18 October 2018, from 2.30 to 4.30 p.m., in room E-6123.*

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<sup>1</sup> Unless otherwise stated, the opinions reflected herein represent staff suggestions and views collected by their representatives and are aimed at promoting communication between management and staff. In order to avoid misunderstandings, any comments or requests for corrections to the minutes should be submitted to the President of the LSSA only, for inclusion in the minutes of the following meeting.