

Languages Service Sectoral Assembly (LSSA)
Minutes of the fifth meeting of the 2019/2020 Bureau¹

Held on Thursday, 28 November 2019, from 14.30 to 16.45, room E-6123.

Attendees: Anna **Aleksandrova** (RTS/SRT), Patricia **Blanc** (ex-RU), Edith **Bourion** (FTPU), Olga **Campos** (STS), Jianjun **Chen** (CTS), Gloria **de la Rosa** (LSU), Emily **Duggan** (ETS), Pauline **Escalante** (ETPU), Hassan **Harrafa** (ATS), Romina **Merino Mac-Kay** (STPU), Olivier **Meyer** (President), Bruno **Nissou** (FTS), Kristina **Redesha** (RTS), Suzanne **Starcevic** (ES)

Main topics discussed:

- Adoption of the agenda
- Campaign against salary cuts
- Management of flexible working arrangement (FWA) modalities
- Management of compensatory time, in general and in the context of the Climate Change Conference
- Management of SPA
- Resources for Arabic translation and accessibility
- Strategic Heritage Plan (SHP)
- Questions regarding recruitment and promotions
- Other issues

Decisions taken:

1. *Adoption of the agenda:* An agenda item on the SHP was added. The revised agenda was adopted by consensus.
2. *Campaign against salary cuts:* The **President** gave an update on the steps being taken. He encouraged representatives to complete the survey on staff engagement and to encourage colleagues in their respective sections/unit to do the same.
3. *Management of FWA modalities:* Concerns were raised regarding recurrent situations that are not covered explicitly in the guidance on FWA. The **President** will request management to organize a meeting in coordination with HRM to respond to questions relating to such situations, and to produce a written document clarifying the rules applicable in special cases.
4. *Management of compensatory time (CTO) in the context of the Climate Change Conference:* In some cases, staff have been asked to be available for weekend or evening work but are told to leave if the work does not materialize. They are thus not fully compensated for the day they have set aside. If they work for less than four hours, they cannot officially take the compensatory time owed. The **President** will request a meeting with Michelle Keating to discuss these concerns and clarify the management of CTO. The **President** will also seek information about other aspects of the CTO procedure, including requirements in Umoja.
5. *Resources for Arabic translation and accessibility:* The attention of the Bureau was drawn to the fact that Arabic Translation Section staff members are at a disadvantage technologically in terms of the availability of machine translation tools and reliable resources.
6. *Strategic Heritage Plan:* The **President** will ask Michelle Keating to ensure a reading room is allocated to the English Text-Processing Unit.
7. *Questions regarding recruitment and promotions:* The **President** will ask Michelle Keating to provide statistics about gender balance as regards recruitments and promotions in each section/unit of the Languages Service.
8. *Other business:*
The information provided in the recent Division of Conference Management town hall on post cuts and additions was discussed. The **President** will ask Michelle Keating for clarification regarding the reason why only G posts will be abolished and about the exact functions of the two new P posts referred to in the 2020 budget.

It was noted that one member of the former Reference Group was still without a job perspective as of 1 January 2020.

Note: The next LSSA Bureau meeting will be held on Thursday, 9 January 2020.

¹ 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.