

ILO STAFF UNION

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ANNUAL GENERAL MEETING **FIRST SESSION**

28 February 2006

Report of the Board of the Staff Assistance Fund **of the Staff Union for the period 1 July 2004 to 30 June 2005**

Purpose, contribution and assistance offered

The Staff Union Assistance Fund's purpose is to "provide financial assistance in case of need to members of the staff of the ILO and their families". The term "staff member" refers to any person who is, or has been, employed by the ILO in any capacity or at any duty station. The Fund is largely financed by the generosity of serving officials making donations on a regular basis. Thanks to the generosity of colleagues, allied to a wise investment policy, the financial situation of the Fund remains healthy. To raise the number of adherents we are thinking of organizing a Staff Union Assistance Fund Day.

Our assistance to serving officials normally takes the form of interest-free loans granted to those who find themselves in genuine financial difficulties due to special circumstances, which at times are dramatic. In the case of retired officials, "once-only" grants have been the usual means of assistance; in exceptional cases grants have also been made to serving officials and loans to retirees. Finally, a monthly allowance is made to a *small* number of older retired colleagues who, for one reason or another, receive very low pensions.

Statutory requirements and the Board's policy

All requests to the Fund for assistance are carefully considered by the Board as a whole, which meets regularly to discuss more complicated cases and matters of principle arising from them. In every case, Board members scrupulously apply the central statutory criterion for assistance – that of need (see Appendix I, paragraph 2, of the Staff Union Rules). Apart from certain exceptional cases where need has been clearly demonstrated, therefore, assistance is not

normally given to colleagues wishing to buy a house or car, or pay for private education for their children, or visit family members living abroad. Normally evidence of need is required. Where assistance is given, this will almost always take the form of a loan, and care will be taken to ensure that repayment is within the colleague's means and that it will have been completed before expiry of the current contract. The reimbursement period is normally 24 months to ensure that funds are available to meet rising demands for assistance.

These formalities are the result of the Board's cumulative experience, stemming also from a conviction that the Fund owes it to those who finance it to err on the side of caution. The Board is convinced that the criterion of need, as at present defined, is essential to the effective and fair running of the Fund. This conviction was endorsed by the 1994 Annual General Meeting of the Staff Union.

This being so, the Board wishes to use the present report to emphasize how important it is that colleagues who are able to do so give reasonable notice of their request for assistance. The Board is therefore unhappy about being presented with a *fait accompli* by colleagues whose plans are already well advanced and who could have made the request in good time.

The Board is fully aware of, for example, the practical difficulties caused by unavailability of hard currency in some duty stations, and the obstacles to obtaining credit in others. However, the Fund is not – and its statutes do not permit it to be seen as – a bank. The Board therefore continues to hope that staff outside headquarters will one day at last be able to avail themselves of the loan facilities of the International Civil Servant's Mutual Association.

Acknowledgements

We would like to thank all the colleagues who, by making regular contributions or one-off donations, allow the Fund to exist. The number of people who donate fees for lectures or interviews or who request colleagues to make a donation to the Fund instead of a farewell gift is increasing, and we encourage others to do the same.

Thanks are due to our colleagues in the Finance Department and to their counterparts in external offices who process loans to the Fund – sometimes a complicated task. The Board is convinced that efforts to streamline the current procedures will come to fruition in the near future.

As in previous years, the Board has closely cooperated with the Staff Counsellor, Renata Navarro, and with the Former Officials' Section on a number of cases, and together we have arrived at practical and satisfactory solutions. Unfortunately, this is more than can be said for some Directors of external offices, who seem very reluctant to reply to the Board's correspondence.

Thanks are also due to Hazel Bennett, who serves as accountant for the Fund under the supervision of the Treasurer, for her generosity and precision in maintaining the accounts.

Membership of the Board

Over the reporting period, membership of the Board was as follows:

Martine Dehaene
Gloria Moreno Fontes Chamartin
Bill Ratteree
Pierre Sayour
Jim Windell (Treasurer)

The Staff Union Assistance Fund is run for staff by staff and every little helps the Fund to build up a sizeable enough sums to be a real help to those in need. Contributions are calculated on the basis of parts per thousand of net monthly salary: it is for you to decide how much you wish to pledge each month. As guide, one part per thousand represents about 6 Swiss francs for a G.3 at headquarters and 9 Swiss francs for a P.3. *Please join the effort – it doesn't cost much.*

**Statement of accounts for the period
1 July 2004 to 30 June 2005
(Swiss Francs)**

Balance Sheet on 30 June 2005

ASSETS

UBS Account J current	2.875,13
UBS Account Current	69.708,77
Savings Account	1.591,91
Account H:	128.580,30
MEC	105.626,30
Prêts	337.410,90
	<u>645.793,31</u>

LIABILITIES

Reserves for Grants	25.000,00
Capital (+25,453.67)	620,793.31
	<u>645,793.31</u>

**Receipts and Expenditures Account
2004-05**

RECEIPTS

Regular contributions from members	32.875,47
Various gifts	7.926,95
Interest	3.832,30
	<u>44.634,72</u>

EXPENDITURES

Grants	
Monthly allowances	13.868,65
Once only grants	5.392,22
Miscellaneous :	
Bank charges, Post, etc.	.546,80
Loss/Gain	-1.672,16
P/L Exchange	.515,20
	<u>18.650,71</u>
Excess receipts	25.984,01
	<u>44.634,72</u>

FONDS D'ENTRAIDE DU SYNDICAT DU PERSONNEL DU BIT

1. Trésorier du Fonds d'entraide
2. PAIE

Autorisation de déduction sur salaire

Je soussigné(e):

Nom: _____ Prénom: _____ N° Pers.: _____

Service: _____ Lieu d'affectation: _____

autorise le BIT à effectuer une retenue de ___ o/oo de mon traitement net (salaire de base plus l'ajustement de poste), au titre de contribution volontaire au Fonds d'entraide du Syndicat du personnel du BIT.

Date: _____

Signature: _____

ILO STAFF UNION ASSISTANCE FUND

1. Treasurer of the Fund
2. PAIE

Authorisation for deduction from salary

I, the undersigned:

Surname: _____ Given names: _____ Pers.No: _____

Branch: _____ Duty station: _____

authorise the ILO to deduct ___ parts per thousand from my net salary (base salary plus post adjustment), as a voluntary contribution to the ILO Staff Union Assistance Fund.

Date: _____

Signature: _____

FONDO DE AYUDA MUTUA DEL SINDICATO DEL PERSONAL DE LA OIT

1 Tesorero del Fondo

2 PAIE

Autorización de deducción de salario

La / El que suscribe :

Nombre: _____ Apellido(s): _____ No. Pers: _____

Departamento: _____ Sitio de destino: _____

autoriza la OIT a retener _____ partes por mil de mi salario neto (salario de base más ajuste de puesto), como contribución voluntaria al Fondo de Ayuda Mutua del Sindicato del personal de la OIT.

Lugar y Fecha: _____ Firma :