

ILO STAFF UNION

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ANNUAL GENERAL MEETING SECOND SESSION

30 October 2008

Report of the Board of the Staff Assistance Fund of the Staff Union for the period 1 July 2007 to 30 June 2008

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. The Staff Union also makes regular contributions to support the Fund. Thanks to the generosity of colleagues, the financial situation of the Fund remains healthy.

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 one older retired colleague who receives a very low pension. In a limited number of cases, loans or grants are made as a bridging mechanism to serving officials at the end of their contract who are expected to receive invalidity pensions. The SUAF Board has taken steps recently to consider alternatives to such arrangements, in cooperation with others.

For the reporting period, the SUAF Board approved a total of 19 loans and 14 gifts. A number of staff members from ILO Yangon were assisted in dealing with the financial impact of the typhoon in 2007, principally in assisting in the damage repair of staff housing.

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 and quite rare cases where need has been clearly demonstrated, therefore, assistance is not 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, the maximum amount of loan in relation to net income, and the repayment period are essential to the effective and fair running of the Fund.

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 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, the obstacles to obtaining credit in others and generally the unpredictability of some requests caused by accident, sudden illness, death or other dramatic events. 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. 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. Thanks are also due to the Staff Union for their contribution to the Fund

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, or are working towards, practical and satisfactory solutions.

Thanks are also due to Hazel Bennett, a retired official and former SUAF Board member, who serves as accountant for the Fund under the supervision of the Treasurer, for her diligence and precision in maintaining the accounts.

Membership of the Board

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

Azéddine Sefrioui-Benzerrou
Nathalie Devaud-Dalibard
Gloria Moreno-Fontes Chamartin
Bill Ratteree
Jim Windell (Treasurer)

The Staff Union Assistance Fund is run for staff by staff and every contribution, however small, helps the Fund to build up sizeable enough sums to be of 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 2007 to 30 June 2008
(Swiss Francs)**

Balance Sheet on 30 June 2008

<u>ASSETS</u>		<u>LIABILITIES</u>	
UBS Account J Current	1,250.03	Reserves for Grants	25,000.00
UBS Account Current	28,305.79	Capital (-24,836.68)	609,002.33
Savings Account	1,530.31		
Account H	230,463.90		
MEC	113,801.00		
Loans	258,651.30		
	<u>634,002.33</u>		<u>634,002.33</u>

**Receipts and Expenditures Account
2007-2008**

<u>RECEIPTS</u>		<u>EXPENDITURES</u>	
Regular contributions from members	26,072.83	Grants: Monthly allowances	2,748.24
Various gifts	3,600.00	Once only grants	14,559.27
Interest	2,272.05	Miscellaneous:	
		Bank charges, postage, etc.	427.15
		Loss/Gain	-1,108.30
		P/L Exchange	40,155.20
			<u>56,781.56</u>
	<u>31,944.88</u>	Deficit receipts	24,836.68
			<u>31,944.88</u>

FONDS D'ENTRAIDE DU SYNDICAT DU PERSONNEL DE L'OIT

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 :