



TWELFTH ITEM ON THE AGENDA

ILO Human Resources Strategy: Update

Addendum

Appendices III and VI are attached. A revised version of Appendix I to document GB.279/PFA/12 is also attached, together with a consequential amendment to Chapter XIV of the Staff Regulations.

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Geneva, 3 November 2000.

Appendix III

Amendment to Chapter XIII of the Staff Regulations: Procedure for the Resolution of Grievances

1. The purpose of the present amendment to the Staff Regulations is to give effect to the Collective Agreement on a Procedure for the Resolution of Grievances.
2. Accordingly, as from 1 January 2001, articles 13.1, 13.2 and 13.3 of the Staff Regulations will be replaced by the following provisions:

I. Definitions

For the purposes of this amendment:

- (a) the expression “grievance” means disagreement on any issue arising out of an official’s work or employment;
- (b) the expression “applicable line manager” refers to any subordinate supervisor, or to the official-s responsible chief or to any official to whom the responsible chief reports;
- (c) the expression “Senior Director” means the relevant Executive Director, or Regional Director or other official of equivalent organizational level reporting directly to the Director-General;
- (d) the expression “Staff Union representative” means the Officers of the Union, accredited Union officials, shop stewards or staff members appointed by the Union to represent it.

II. Procedure for the Resolution of Grievances

1. Any grievance which is not covered by an established and specific procedure shall be submitted by the official and handled in the following way.

A. *Resolution by dialogue process*

2. Within sixty working days from the date on which the cause of the grievance arose or, if the grievance relates to an ongoing matter, from the last date on which the matter affected him or her, the official shall initiate the Grievance Procedure by requesting, in writing (including by electronic mail), a meeting with any one of the line managers referred to in Section I above. Copies of the request shall be sent by the official to the relevant Senior Director and by the applicable line manager to the Director of the Human Resources Development Department. At the request of an official and for exceptional reasons, the Ombudsperson, appointed pursuant to Section IV below, can decide that the Procedure may be invoked outside the time-limit. The decision in this respect shall not be subject to appeal.
3. Where the Director of the Human Resources Development Department considers that the grievance should be channelled through another procedure referred to in Section III below, he or she may refer this procedural question to the Ombudsperson provided that such referral is made within ten working days from receipt of the copy of the request mentioned in paragraph 2 above. The procedure shall thereupon be suspended while the question is under consideration in accordance with this paragraph. The Ombudsperson shall, within ten working days from the date of referral, make a recommendation to the Director-General as to the procedure to be applied in the case. To this end, the Ombudsperson shall be given access to all relevant documents and information. If the Director-General’s decision differs from the Ombudsperson’s recommendation, the Ombudsperson and the parties shall be informed of the reasons in writing. If the Director-General has taken no decision on the question within ten

working days from receipt of the Ombudsperson's recommendation, he or she shall be deemed to have taken a decision accepting that recommendation. If, after the ten working days specified above, the Ombudsperson has made no recommendation, the Director-General shall, within a further ten working days, take a decision on the question after an opportunity has been given to the official to express his or her views. If no decision is taken, the Director-General shall be deemed to have taken a decision accepting the application of the procedure set out in paragraphs 4 to 12 below.

4. Any applicable line manager to whom the grievance is submitted shall meet with the official within ten working days from receipt of the notification of the grievance. A short written record of the outcome of the meeting shall be kept and exchanged by both parties. Within ten working days of the meeting, and subject to paragraph 5 below, the line manager shall notify the official, in writing (including by electronic mail), of the action that he or she proposes to take in response to the grievance. The applicable line manager shall also confirm that the relevant Senior Director has been consulted. In reviewing a grievance, the applicable line manager will seek advice, as necessary, and ensure that the parties as well as all other persons concerned are heard.
5. At any time before the communication of the proposed action referred to in paragraph 4, the official or the applicable line manager may propose to the other that the assistance of a facilitator referred to in Section IV below be sought. If the parties agree on the person to be selected from the list of facilitators, the time-limit for submission of the proposal, referred to in paragraph 4 above, by the applicable line manager shall be suspended from the date of such agreement. This suspension shall continue until the grievance is resolved or the facilitator notifies the parties that facilitation has failed. If the grievance is not resolved, the facilitator's notification must be given within ten working days from referral to the facilitator, unless the parties to the grievance agree on a longer period. Upon receipt of the facilitator's notification, the applicable line manager shall communicate the proposal referred to in paragraph 4 above.
6. If the grievance is not resolved and the official wishes to pursue it, he or she shall refer the grievance either to the Ombudsperson or to the Joint Panel mentioned in Section IV or V below. Such referral must be made, by written notice, within thirty working days from receipt by the official of the notification of the proposed action by the applicable line manager. If no notification has been received from the applicable line manager, the referral must be made within forty working days from the meeting with the applicable line manager referred to in paragraph 4 above or, if the line manager has not held such a meeting, within forty days from the submission of the grievance, discounting any period of suspension under paragraph 3 or 5 above.
7. The Ombudsperson, appointed in accordance with Section IV below, shall seek to resolve the disagreement through fact-finding, discussion, referral to a facilitator (where appropriate) and the involvement of all interested persons, including the parties to the disagreement, namely the official and the applicable line manager to whom the grievance was submitted. All officials shall have the duty to cooperate with the Ombudsperson whenever so requested by the latter.
8. The Ombudsperson shall communicate a report to the parties, within thirty working days from the date of referral of the grievance to him or her or within a further period of up to thirty working days which he or she may set provided that all parties agree. The report shall either contain a proposal for resolution of the grievance or explain why no resolution was possible. The action that the applicable line manager proposes to take in the light of the Ombudsperson's report shall be promptly notified (or confirmed) to the official in writing within ten working days from receipt of the report. If the action differs from any action that may have been proposed by the Ombudsperson, the applicable line manager shall provide his or her reasons in writing. If the official wishes to pursue the grievance, the referral to the Joint Panel mentioned in paragraph 6 above must be made within thirty working days from receipt by the official of the notification of the applicable line manager's action. If no such notification has been received, the referral must be made within forty working days from the receipt of the Ombudsperson's report.
9. Throughout the Resolution by Dialogue Process, none of the parties shall have the right to legal representation. An official may be represented and accompanied by a Staff Union

representative or other ILO official or by a former ILO official. The applicable line manager may involve officials from appropriate support departments.

B. Resolution by adjudication process

10. The Joint Panel, established in accordance with Section V below, shall carry out a full examination of the facts and of the arguments made by the parties to the grievance, in accordance with the principles of natural justice. The Joint Panel shall, unless the parties reach agreement in the course of the procedure before it, make a proposal to the Director-General concerning any suitable action or remedy, which may include reinstatement of the official and/or compensation as well as provision for costs, provided however that all expenses arising from hearings decided by the Panel in accordance with the relevant rules shall be borne by the Office, with the exception of those associated with external representation.
11. Within a period of thirty working days from the date of referral of the grievance to it, which it may extend by up to thirty working days if it considers this necessary, the Joint Panel shall hold an oral hearing, when deemed necessary, and reach its conclusions on a proposal for action to be taken by the Director-General. The Chairperson of the Joint Panel may suspend this period for such time as he or she deems necessary where the parties have notified their wish to seek a settlement. The parties shall be informed of the precise period of any extension or suspension. If, during this period, the parties reach a settlement, the procedure before the Joint Panel shall cease upon written notification to the Chairperson.
12. The reasoned report of the Joint Panel, containing its proposal, shall be submitted to the Director-General, with a copy to the parties to the grievance, within ten working days from the end of the period referred to in paragraph 11. If the Director-General fails to take any decision on the grievance within twenty working days from receipt of the Joint Panel's report, he or she shall be deemed to have taken a final decision to take the action proposed in the Joint Panel's report. If the Director-General decides to differ from the action proposed in the Joint Panel's report, he or she shall provide his or her reasons in writing.
13. Before the Joint Panel:
 - (i) the official submitting the grievance may be represented and accompanied by a Staff Union representative or other ILO official, by a former ILO official or by another representative of his or her choice;
 - (ii) the applicable line manager may be represented by officials designated by the Director of the Human Resources Development Department; the applicable line manager concerned shall be consulted on the designation of his/her representative.

C. Administrative Tribunal

14. An official shall be entitled to lodge a complaint with the Administrative Tribunal of the International Labour Organization, in accordance with the Tribunal's Statute.

III. General Provisions

A. Disclosure of Information

1. For the purpose of the application of the procedure described in Section II above, an official shall be entitled to the disclosure of all material relevant to the outcome of the process, under the following conditions:
 - (a) "all material relevant to the outcome of the process" includes all documents or information held or generated by the Office and by the parties to the grievance;
 - (b) where relevant documents or information are withheld from a party to a grievance, the Director of the Human Resources Development Department shall immediately request

the Ombudsperson's opinion as to whether such documents or information should be disclosed. The Ombudsperson will make a recommendation to the Director-General within ten working days from receipt of the request. Within ten working days from receipt of this recommendation, the Director-General will inform the official in writing of his/her reasoned decision to which the recommendation of the Ombudsperson shall be attached.

B. *Stays in Implementing Decisions*

2. The submission of a grievance under this Procedure shall, subject to paragraphs 3 to 7 below, not suspend the implementation of a decision.
3. Where an official considers that a decision should not be implemented for humanitarian reasons, he/she may make a reasoned request to the Ombudsperson for a full or partial stay of implementation. Such a request must be made within ten working days from the submission of a grievance in accordance with paragraph 2 of Section II above.
4. The Ombudsperson shall recommend action to the Director-General on such a request within ten working days from the date of the request. In making his/her recommendation, the Ombudsperson shall specify whether a stay should operate, and, if so, its duration and the conditions to be applied during that period.
5. The Ombudsperson shall have access to all relevant documents and information to assist the review of the circumstances concerned.
6. The Director-General shall notify the official in writing of his/her reasoned decision, as well as the Ombudsperson's recommendation on the issue. In taking his or her decision, the Director-General shall base that decision on rules of natural justice, having regard to international law, including international labour standards and Fundamental Principles and Rights at Work.
7. During the course of this process, a stay of implementation of the decision will operate.

C. *Specific Procedures for the Resolution of Grievances*

8. A grievance covered by an established and specific procedure will be governed by that specific procedure, until such time as the procedure has been amended by the Director-General in agreement with the Staff Union.

D. *Specific Procedures for the Resolution of Class Actions*

9. At their discretion, the Ombudsperson and the Joint Panel respectively may adopt rules of procedure to give effect to the relevant provisions governing class actions of the Collective Agreement on a Procedure for the Resolution of Grievances.

IV. *Appointment of the Ombudsperson*

1. The Director-General and the Staff Union shall agree on the appointment of an Ombudsperson, from among persons with the requisite independence, competence and experience, and establish his or her terms of appointment. He or she shall be appointed by the Director-General for a period of two years, renewable (by the Director-General in agreement with the Staff Union) for not more than one further two-year period.
2. The Ombudsperson shall not, at the time of appointment, be an official or other employee of the Office and shall not have an immediate family member who is employed by the Office. Upon termination of the appointment, he or she shall not be appointed as an official or be remunerated in any way by the Office for a period of five years.
3. The Ombudsperson shall:

- (a) perform the duties relating to the resolution of grievances, as set out in Section II above and in Rules adopted pursuant to Section VI;
 - (b) coordinate the work of the facilitators referred to in paragraph 6 below;
 - (c) conduct investigations and propose measures to improve the Office's working conditions and environment;
 - (d) perform such other functions as may be necessary for the implementation of the Procedure.
4. The Ombudsperson shall act in complete independence and shall be afforded all facilities necessary to allow him or her to perform his or her functions autonomously.
 5. Representations relating to a reasonable and honest concern with regard to the legality of a workplace practice relating to conditions of work or employment ("whistle blowing"), with the exception of allegations falling within the scope of Part XIII (sections 13.10 and 13.30) of the Financial Rules, shall be submitted directly to the Ombudsperson by the staff member(s), or the Union acting on their behalf, as soon as possible.
 6. The Director-General and the Staff Union shall jointly appoint a certain number of Grievance Resolution Facilitators to perform the duties relating to the resolution of grievances, as set out in Section II above and in Rules adopted pursuant to Section VI.

V. Establishment of a Joint Panel

1. There shall be established a Joint Panel for the resolution of grievances, composed of a Chairperson and two titular members. The Director-General and the Staff Union shall each appoint one of the titular members as well as four substitute members. At least three of the five substitute members should be serving in different regions of the Organization.
2. The Director-General and the Staff Union shall agree on the appointment of a Chairperson. That person shall be legally trained with the requisite independence, competence and experience. He or she shall be appointed by the Director-General for a period of two years, renewable (by the Director-General in agreement with the Staff Union) for not more than one further two-year period.
3. The Chairperson shall not, at the time of appointment, be an official or other employee of the Office and shall not have an immediate family member who is employed by the Office. Upon termination of the appointment, he or she shall not be appointed as an official or be remunerated in any way by the Office for a period of five years.
4. The members of the Joint Panel shall hold office for a period of two years, renewable for one further two-year period.
5. Participation in the work of the Joint Panel shall be considered as part of official duties. All officials required to participate in the work of the Joint Panel shall be released from their normal duties to the extent necessary.
6. All members of the Joint Panel shall act in an independent and impartial manner. During their terms of office and thereafter, they shall refrain from any declaration or action that may adversely affect the standing of the Joint Panel or the dignity of parties to cases before the Joint Panel. They shall at all times respect the confidentiality of proceedings before the Joint Panel.
7. Members of the Joint Panel shall not take part in the consideration of any grievance in which they may have an interest or could be perceived as having an interest or where there is any other factor in the case which could affect, or be perceived as affecting, their impartiality.

8. The Director-General, in agreement with the Staff Union, shall nominate an official to act as Secretary to the Joint Panel, reporting to the Chairperson. The Secretary shall undertake his or her duties in an independent and impartial manner and shall not take part in the Joint Panel's deliberations.

VI. Other Rules

1. The Ombudsperson and the Joint Panel shall adopt such supplementary provisions as they may consider necessary or desirable for the fulfilment of their mandates. These provisions should be compatible with the Collective Agreement on a Procedure for the Resolution of Grievances, with the principles of natural justice and with these Regulations.
2. The Director-General, in agreement with the Staff Union, shall adopt provisions concerning the replacement of the Joint Committee provided for under article 10.5 of the Staff Regulations by the Joint Panel provided under Section V above in respect of the following procedures:
 - appeal under article 6.4 (Withholding of increment);
 - appeal under article 6.11 (Transfer to duties and responsibilities attaching to a lower grade);
 - appeal under article 11.5 (Termination on reduction of staff)
 - appeal under article 11.8 (Termination for unsatisfactory services)
 - proposal for the application of one of the sanctions other than a warning or reprimand provided for in Chapter XII of the Staff Regulations.
3. In relation to the procedures identified in paragraph 2 above, the relevant provisions of Annex IV to these Regulations remain in place until such time as those procedures have been amended in accordance with a collective agreement or otherwise in agreement between the Director-General and the Staff Union.

VII. Interpretation

In case of doubt concerning a provision of the present Chapter or a Rule referred to in Section VI and a provision of the Collective Agreement on a Procedure for the Resolution of Grievances, the interpretation most favourable to the official or officials concerned shall apply.

Appendix VI

Draft Staff Regulations to give effect to the Collective Agreement on Recruitment and Selection

Proposed amendments to the Staff Regulations

1. The purpose of the present amendments to the Staff Regulations is to give effect to the Collective Agreement on Recruitment and Selection. It is proposed that article 4.1 (Selection by the Director-General) and Annex I (Recruitment Procedures) be amended. Interim amendments are also proposed to article 4.2 (Filling of vacancies) pending discussions between the Office and the Staff Union on a more detailed revision of the provisions of this article.
2. Accordingly, as from 1 January 2001, articles 4.1, 4.2 and Annex I will be amended as follows:

Article 4.1

The officials of the International Labour Office shall be selected and appointed by the Director-General in accordance with the provisions of the Constitution and of these Regulations, including those provisions giving effect to collective agreements.

Article 4.2(a)

- (i) The paramount consideration in the filling of any vacancy shall be the necessity to obtain a staff of the highest standards of competence, efficiency and integrity. Due regard shall be paid to the importance of maintaining a staff selected on a wide geographical basis, recognizing also the need to take into account considerations of gender and age. Every official shall be required to possess a fully satisfactory knowledge of one of the working languages of the Organization.
- (ii) Without prejudice to the foregoing, officials shall be selected without discrimination on the basis of age, race, gender, religion, colour, national extraction, social origin, marital status, pregnancy, family responsibilities, sexual preference, disability, union membership or political conviction.

Article 4.2(b), (c), (d) remain unchanged

Article 4.2(e)

- (e) Transfer in the same grade, promotion or appointment by direct selection by the Director-General shall be the normal method of filling vacancies:
 - of Chiefs of Branch and Directors of Offices in the field;
 - in technical cooperation projects;
 - in the Office of the Director-General;
 - of principal secretary to a Deputy Director-General;

- of a purely temporary nature, up to two years, of a specialist nature, not expected to lead to a career in the ILO, any extension beyond two years being subject to article 4.2(f);
- in the General Service category in External Offices.

The Director-General may in such cases, at his or her discretion and after consulting the Staff Union representatives mentioned in Annex I, decide on the use of one or other of the methods of filling vacancies referred to in article 4.2(f).

Article 4.2(f)

- (f) In accordance with the provisions of the Collective Agreement on Recruitment and Selection, competition shall be the normal method of filling vacancies between grades G.1 and P.5 inclusive. The methods to be employed shall comprise transfer in the same grade, promotion or appointment, normally by competition. Promotion or appointment without competition may be employed only in:
- filling vacancies requiring specialized qualifications;
 - filling vacancies caused by upgrading of a job by one grade or in the case of a job upgraded from the General Service to the Professional category by one grade or more;
 - filling vacancies in urgency;
 - filling other vacancies where it is impossible to satisfy the provisions of article 4.2(a) above by the employment of any other method.

The Staff Union representatives mentioned in Annex I shall be informed of any promotions or appointments made without competition.

Article 4.2(g)

- (g) In filling any vacancy account shall be taken, in the following order, of –
- (1) applications from former officials whose appointments were terminated in accordance with the provisions of article 11.5 (Termination on reduction of staff);
 - (2) applications for transfer;
 - (3) claims to promotion;
 - (4) if the Director-General and the Staff Union agree, applications from former officials other than those who have been discharged or summarily dismissed;
 - (5) on a reciprocal basis, applications from officials of the United Nations, specialized agencies, or the Registry of the International Court of Justice.

Article 4.2(h) remains unchanged

Article 4.2(i) remains unchanged

Annex I: Recruitment Procedure

General considerations

1. [Unchanged]
2. [Unchanged]

3. [Unchanged]
4. In the filling of any vacancy, service in the Office, including service in the field where relevant, shall be taken into account.

Delete the rest of Annex I and replace by the following:

Competition procedure

5. The intention of the present Annex is to make such provisions as are necessary to give effect to the Collective Agreement on Recruitment and Selection signed on 6 October 2000.
6. Subject to paragraph 10 below, any candidate applying for a job open to competition must be assessed as suitable for appointment at the level of competence and responsibility to which the job pertains. Such assessment shall be carried out, within the framework of the Assessment Centre referred to in article 10.7, in accordance with arrangements adopted by the Director-General in agreement with the Staff Union, including the necessary adjustments applicable to the recruitment of General Service staff in external offices.
7. Proposals to open a competition will be made by the responsible chief for the job concerned, who will identify the relevant job description, indicating the job family and the grade, and prepare a description of the responsibilities and objectives that are specific to the job as well as of other relevant requirements to be fulfilled by candidates. The proposal will be notified to the Director of the Human Resources Development Department.
8. All competitions will be open to internal candidates. Officials who are not considered as internal candidates by reason of paragraphs 15 and 16 below, or of other relevant provisions of the Staff Regulations, may apply as external candidates where a competition is open to the latter. The Human Resources Development Department and the responsible chief concerned will decide if it is necessary to open the competition to external candidates.
9. Officials designated by the Staff Union will have ten working days from the notification of the proposal to provide comments on it. Any comments made will be the subject of a discussion between the responsible chief, the Human Resources Development Department and the Staff Union representatives. In case of disagreement on the proposal, the matter will be referred to the Director-General for decision. A decision in a form of a Notice of Vacancy, with the requirements set out in paragraphs 7 and 8 together with any amendments decided upon, will be issued by the Human Resources Development Department. It will allow at least one calendar month for applications. The closing date may be extended by the Human Resources Development Department, which will notify the Staff Union representatives accordingly.
10. Any external candidates short-listed by the responsible chief in agreement with the Human Resources Development Department, as well as, where required, any internal candidate, will be invited to participate in the relevant assessment referred to in paragraph 6 above. Feedback on the Assessment Centre's evaluation process will be given to the candidate participating in the evaluation concerned.
11. The responsible chief will undertake and ensure rigorous technical evaluation of all candidates who have successfully completed the Assessment Centre's process, and will prepare a report.
12. The technical evaluation report will be made available for consultation to the Staff Union representatives, who will have ten working days from the notification of the technical evaluation report in which to make comments. Any comments made will be the subject of discussion between the responsible chief, the Human Resources Development Department and the Staff Union representatives. The Director-General will then take a decision on the candidate to be appointed.
13. Internal candidates may request in writing an interview with the chief referred to in paragraph 7 above in order to obtain feedback on the technical evaluation within ten working days from receipt of the notification by the Human Resources Development Department of the Director-

General's decision. A meeting will be organized by the responsible chief, as far as possible within ten working days of receipt of the request. The candidate may be accompanied by a representative of the Staff Union or other ILO official (who was not involved in the selection process) or by a former ILO official.

14. When a candidate is dissatisfied with the result of the interview, he or she may request a written response. The responsible chief concerned will provide the written response, as far as possible, within ten working days from the receipt of the request.

Internal candidates

15. Officials serving on technical cooperation projects, except those detached from another job within the Office, as well as officials appointed under the Rules governing Conditions of Service of Short-Term Officials, will not normally be eligible to participate as internal candidates. The Human Resources Development Department, in agreement with the Staff Union representatives referred to in paragraph 9 above, may decide, exceptionally, to waive this exclusion, but may establish special requirements.
16. An official may not apply in a competition as an internal candidate before the successful completion of his/her probationary period.

Grievances

17. An official who has requested feedback from the responsible chief in accordance with paragraph 13 above may request the advice of the facilitators or the Ombudsperson provided for under the Procedure for the Resolution of Grievances. If the official is not satisfied with the written response provided by the responsible chief under paragraph 14 above, he or she may submit a grievance to the Joint Panel provided for in the Procedure for the Resolution of Grievances, where he or she alleges that the decision was based on a procedural flaw or unfair treatment.

Confidentiality

18. All concerned officials shall respect their duty to maintain confidentiality in all matters that come to their knowledge in the recruitment and selection process.

Interpretation

19. In accordance with article 10.1(d) of the Staff Regulations, where there is a doubt concerning a relevant provision of these Regulations and a provision of the collective agreement on a procedure for recruitment and selection, the interpretation most favourable to the official or officials concerned shall apply.

Corrigendum: Appendix I – Draft Staff Regulations to give effect to the Recognition and Procedure (Collective) Agreement

A revised version of Appendix I to document GB.279/PFA/12 is given below, with a consequential amendment to Chapter XIV of the Staff Regulations.

Chapter X: Staff relations and administrative bodies

Article 10.1

Staff relations

(Old text deleted and replaced by the following)

- (a) The interests of the staff shall be represented in the Office by the Staff Union of the International Labour Office.
- (b) The Staff Union shall be entitled to make proposals for the improvement of the situation of officials, both as regards their conditions of employment and their general living conditions.
- (c) Conditions of employment, including the general living conditions, of officials may be jointly determined by the Director-General or his or her designated representative(s) and the Staff Union through social dialogue, information, consultation and collective bargaining. The Director-General shall have authority to bargain collectively with the Staff Union, with a view to the conclusion of collective agreements. Collective agreements so concluded shall be attached to these Regulations.
- (d) Where relevant, these Regulations will, subject to article 14.7 of the Staff Regulations, be amended as soon as practicable to give effect to the provisions of a collective agreement or an amended agreement or to reflect the expiry of an agreement. Where there is a doubt concerning a relevant provision of these Regulations and a provision of a collective agreement, the interpretation most favourable to the official concerned shall apply.
- (e) The Staff Union shall have the official functions that are assigned to it by these Regulations and/or by agreement between the International Labour Office and the Staff Union itself. The Staff Union shall have such facilities as are agreed from time to time between the International Labour Office and itself. These facilities shall include release of officials designated by the Staff Union in full or in part from the duties to which they are assigned under article 1.9 (Assignment of duties) to undertake representative functions on behalf of the Staff Union and/or official functions provided for under the Staff Regulations.
- (f) The Joint Negotiating Committee, set up under article 5 of the Recognition and Procedural Agreement concluded between the International Labour Office and the Staff Union dated 27 March 2000, shall perform the functions previously performed by the Administrative Committee, established under article 10.2 of the Staff Regulations, now deleted, as well as any duties described in the Recognition and Procedural Agreement.
- (g) The Director-General and the Staff Union, by agreement, shall establish a body or bodies to perform the following functions:
 - (1) those previously conferred on the Administrative Committee by the Staff Regulations directly affecting the rights or obligations of an official or specific officials;
 - (2) those previously conferred on the Selection Board, established under article 10.6 of the Staff Regulations, now deleted, namely personal promotion and credit towards probation.

- (h) Where applicable, any provision of the present Regulations (particularly, article 14.7) which refers to the Selection Board or the Administrative Committee shall be applied and interpreted in the light of the present provision.
- (i) For the purposes of these Regulations:
 - (1) the term “designated representative” means a person nominated by or on behalf of the Director-General to represent the Office in its relationship with the Staff Union;
 - (2) the term “staff union representative” bears the meaning ascribed to it by the relevant collective agreements.

Article 10.2
Administrative Committee
(deleted)

Articles 10.3, 10.4 and 10.5
remain unchanged

Article 10.6
Selection Board
(deleted)

Article 10.7
Assessment Centre

- (a) An Assessment Centre shall be established to assess the suitability of officials, or candidates for recruitment, to undertake the duties and responsibilities at various grade levels, for such purposes as the filling of vacancies and promotion. These levels correspond to the following groups of grades: G.1-G.4, G.5-G.7, P.1-P.3 and P.4-P.5.
- (b) The Assessment Centre shall be managed by the Human Resources Development Department. The assessors shall be selected jointly by the Human Resources Development Department and the Staff Union from officials who have successfully completed an appropriate training course in the International Labour Office.

Chapter XIV: General provisions

Article 14.1
Responsibility for application

The Director-General shall be responsible for the application of these Regulations. In accordance with the Regulations he or she will be assisted by the bodies for which provision is made in Chapter X. *[Delete the remainder of the sentence.]*