



## NINTH ITEM ON THE AGENDA

**Proposed expenditure on the headquarters building**<sup>1</sup>

1. At its 291st (November 2004) Session, the Governing Body discussed the financing of major repairs and maintenance for the headquarters building in Geneva, which was constructed in the early 1970s. Costs involved are substantial and are now estimated to amount to some US\$75-85 million. The Office is currently exploring possible funding sources and is also considering a multi-biennium funding strategy which would result in renovation/refurbishment work being carried out over the short, medium and long term with realistic priorities being set to ensure urgent work is identified and suitably addressed.<sup>1</sup>
2. As part of the exercise concerning the funding of repairs and maintenance of the headquarters building, the Office has identified three main areas where urgent repairs and refurbishments, totalling 2,334,000 Swiss francs are required. These are:
  - **Interpreters' equipment and booths** – Interpretation equipment in a number of meeting rooms is now over 30 years old. Although the equipment in the Governing Body Room and rooms II, III, IV, V and IX was renovated in 1994, interpretation equipment in rooms I, VI, VII and XI now needs to be urgently upgraded. As far as the booths themselves are concerned, deteriorating materials and equipment have resulted in increasingly difficult working conditions for the interpreters in terms of soundproofing, visibility, air conditioning, heating and lighting, and numerous complaints have been received from individual interpreters and the International Association of Conference Interpreters. From a security standpoint, the booths lack separate fire exits and, due to the difficulties involved in modifying the building's structure to provide such exits, the installation of an efficient sprinkler system is essential.

Estimated costs for the upgrading of interpreters' equipment and the refurbishment of booths in rooms I, VI, VII and XI are set out in the appendix and amount to some 1,974,000 Swiss francs (US\$1,746,904).

<sup>1</sup> GB.292/PFA/8.

- **Escalators** – In 2004, the company responsible for the maintenance of the escalators advised the Office that the two escalators on the North side of the building needed urgent repairs, which were estimated to cost some 200,000 Swiss francs. Based on this estimate, the Office obtained a pre-offer for the installation of two new escalators. Estimated costs are 235,000 Swiss francs for the two escalators and 25,000 Swiss francs for related structural works, electricity, lighting, paint, etc. Total estimated cost is therefore 260,000 Swiss francs (US\$230,000).
  - **Fire protection equipment** – Insurance companies require a complete overhaul of fire extinguishers every ten years and regular checks every three years. There are some 480 extinguishers located in the headquarters building of which 80 were replaced in 1998. The remaining 400 need to be replaced as the Office has been informed that, due to their age, they can no longer be safely overhauled. The cost of 400 new extinguishers is estimated at 95,000 Swiss francs to which must be added an amount of some 5,000 Swiss francs for metal glass-fronted cabinets. These need to be replaced and additional cabinets are required in order to conform with new fire regulations. The total estimated cost is therefore 100,000 Swiss francs (US\$88,500)
3. The main source of funding for the refurbishment and maintenance of ILO premises is the Building and Accommodation Fund which is financed from the regular budget and is also credited with income from the rental of available office and parking spaces. The current balance available on the Building and Accommodation Fund is some 10 million Swiss francs, including the reserve of 4.4 million Swiss francs for major repairs to technical installations such as heating, air conditioning and plumbing. It is therefore proposed that the urgent repairs and refurbishments referred to above be financed from the Building and Accommodation Fund as follows:

	<b>Estimated Swiss francs</b>
Interpreters' equipment and booths	1 974 000
Escalators	260 000
Fire protection equipment	100 000
<b>Total</b>	<b>2 334 000</b>

4. The costs shown above are estimates based on figures provided by one supplier. In accordance with the ILO's financial rules, this expenditure will be the subject of competitive bidding by a minimum of three suppliers.
5. ***The Committee may wish to recommend to the Governing Body that it agree that the cost of urgent repairs and refurbishment to be carried out on the interpreters' equipment and booths, the escalators and fire protection equipment in the headquarters building, estimated at 2,334,000 Swiss francs, be charged to the Building and Accommodation Fund.***

Geneva, 28 January 2005.

*Point for decision:* Paragraph 5.

## Appendix

### Interpreters' equipment and booths

	Room I (4 booths) Swiss francs	Room VI (5 booths) Swiss francs	Room VII (6 booths) Swiss francs	Room XI (8 booths) Swiss francs	Total Swiss francs	Total US dollars (see note)
<b>Equipment</b>						
Interpretation equipment	113 000	138 000	155 000	213 000		
Cameras and screens allowing interpreters to follow the speaker	18 000	20 000	22 000	31 000		
Cabling and connections	12 000	15 500	18 500	24 000		
<b>Total</b>	<b>143 000</b>	<b>173 500</b>	<b>195 500</b>	<b>268 000</b>	<b>780 000</b>	<b>690 266</b>
<b>Additional equipment required</b>						
Server and software to link the four rooms to the network					50 000	44 248
<b>Equipment total</b>					<b>830 000</b>	<b>734 514</b>
<b>Booths</b>						
Renovation of the ventilation system	83 500	104 300	125 200	167 000	480 000	424 779
Renovation of 23 booths	72 000	90 000	108 000	144 000	414 000	366 372
Sprinkler system	43 500	54 300	65 200	87 000	250 000	221 239
<b>Booths total</b>					<b>1 144 000</b>	<b>1 012 390</b>
<b>Total equipment and booths</b>					<b>1 974 000</b>	<b>1 746 904</b>
Note: US dollar figures are provided for information using the UN exchange rate for January 2005 of 1.13 Swiss francs to the US dollar.						