

# ILO STAFF UNION

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SU/AGM/2016/1/D.4  
3 February 2016

## **ANNUAL GENERAL MEETING** **FIRST SESSION**

**11 February 2016**

### **Report of the Board of the Staff Union Assistance Fund** **of the Staff Union for the period 1 July 2014 to 30 June 2015**

#### ***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. 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.

For the reporting period, the SUAF Board approved a total of 23 loans and 5 gifts.

#### ***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 periodically 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 typically takes 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.

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.

### ***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 field. Thanks are also due to Mr. Daniel Rojas of BUD/REG for auditing the SUAF accounts, and to Hazel Bennett, a retired official and former SUAF Board member, who served for many years as accountant for the Fund under the supervision of the Treasurer. Due to medical reasons, she was unable to complete the accounts for presentation at the Second Session of the AGM in October 2015. However, the accounts have since been finalized and the Treasurer's report for the period 1 July 2014 to 30 June 2015 is attached, exceptionally, for presentation at this session of the AGM.

### ***Membership of the Board***

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

Azédinne Sefrioui-Benzerrou (Treasurer)  
David Seligson  
Nathalie Devaud-Dalibard  
Gloria Moreno-Fontes Chammartin  
Craig Russon

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 a 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.*

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**Statement of accounts for the period  
1 July 2014 to 30 June 2015  
(Swiss Francs)**

**Balance Sheet on 30 June 2015**

<u>ASSETS</u>		<u>LIABILITIES</u>	
UBS Current Account "J"(closed)	0.00	Reserves for Grants	25,000.00
UBS Current Account	51,510.15	Capital (+23,997.24)	575,062.98
UBS Savings Account (closed)	0.00		
"H" Account	209,500.42		
MEC	125,478.45		
Loans	213,573.96		
	<hr/>		<hr/>
	<b><u>600,062.98</u></b>		<b><u>600,062.98</u></b>

**Receipts and Expenditures  
2014-2015**

<u>RECEIPTS</u>		<u>EXPENDITURES</u>	
Contributions incl. gifts	11,220.13	Grants: gifts given	7,707.26
Gift from Staff Union	10,000.00	Miscellaneous: bank charges, post, etc.	166.80
Interest	2,098.30	Profit/Loss	0.00
		P/L exchange	-8,552.87
			<hr/>
			-678.81
		Excess receipts	23,997.24
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	<b><u>23,318.43</u></b>		<b><u>23,318.43</u></b>

## Membership form

Please return this form to: Mr. Craig Russon, ILO, Bureau 8-65.

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### ILO STAFF UNION ASSISTANCE FUND



1. Treasurer of the Fund

2. PAIE

#### AUTHORISATION FOR DEDUCTION FROM SALARY

I, the undersigned:

Surname: \_\_\_\_\_ Name: \_\_\_\_\_ Pers. No. \_\_\_\_\_

Branch: \_\_\_\_\_ Duty Station: \_\_\_\_\_

authorize 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: \_\_\_\_\_