

# ILO STAFF UNION

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SU/AGM/2019/1/D.4

14 February 2019

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

14 February 2019

### **Report of the Board of the Staff Union Assistance Fund** **of the Staff Union for the period 1 July 2017 to 30 June 2018**

#### ***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 or gifts (in exceptional cases) depending on the gravity of the situation and urgency of need, the financial situation of the staff member presenting the request and the financial situation of the SUAF itself.

For the reporting period, the SUAF Board approved a total of 11 loans and 4 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. Evidence of need is required. Where assistance is given, 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 Ms Céline Moiret for the excellent work done in keeping the accounts of the Staff Union Assistance Fund, as well as Mr Sylvain Delaprison for the numerous advice given concerning the recording of accounting entries.

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

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

Nathalie Devaud-Dalibard

Esther Gomez

Janette Murawski

Daniel Rojas

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 2017 to 30 June 2018  
(Swiss Francs)**

**Balance Sheet on 30 June 2018**

<u>ASSETS</u>		<u>LIABILITIES</u>	
UBS Current Account "J"(closed)	0.00	Reserves for Grants	25,000.00
UBS Current Account	45,933.08	Capital (+14,858.76)	427,596.69
UBS Savings Account (closed)	0.00		
"H" Account	274,417.26		
MEC	132,246.35		
	<hr/>		<hr/>
	<b><u>452,596.69</u></b>		<b><u>452,596.69</u></b>

**Receipts and Expenditures  
2017-2018**

<u>RECEIPTS</u>		<u>EXPENDITURES</u>	
Contributions incl. gifts	5,767.68	Grants	12,303.96
Gift from Staff Union	0.00	Loans given	74,139.89
Interests	2,465.85	bank charges, post, etc.	154.40
Loan debt	96,330.91	Profit/Loss	0.00
		P/L exchange	3,129.28
			<hr/>
			89,706.08
		Excess receipts	14,858.76
	<hr/>		<hr/>
	<b><u>104,564.44</u></b>		<b><u>104,564.44</u></b>



**SUAF**

ILO Staff Union Assistance Fund  
Fonds d'entraide du Syndicat du personnel du BIT  
Fondo de Ayuda del Sindicato del Personal de la OIT

## ILO STAFF UNION ASSISTANCE FUND

### Membership form

1. Treasurer of the Fund
2. PAIE

### AUTHORISATION FOR DEDUCTION FROM SALARY

I, the undersigned:

Surname: \_\_\_\_\_

Name: \_\_\_\_\_

Pers. No. \_\_\_\_\_

Department: \_\_\_\_\_

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

Authorise the ILO to deduct \_\_\_\_\_ parts per thousand from my net salary (base salary plus post adjustment), a voluntary contribution to the ILO Staff Union Assistance Fund (SUAF).

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Please return this form to: Mr. Craig Russon – EVAL – (7-126)