

ILO STAFF UNION

Publication:
[Link to the document](#)

SU/AGM/2025/1/D.2
20 February 2025

ANNUAL GENERAL MEETING **FIRST SESSION**

20 February 2025

Programme and Strategy of the Staff Union **for the year 2025**

The first session of the Annual General Meeting will be requested to examine the attached proposal as per article 14(b) of the Staff Union Rules.

The attached Programme and Strategy of the Staff Union for 2025 will be open for discussion, modification and adoption.



Programme and Strategy of the Staff Union for the year 2025

Here we are! This is the year that should provide us with an opportunity to take stock of the implementation of the objectives set out in our five-year strategy 2020-2025. The challenges remain very real, rooted in the major, unplanned upheavals in the organization of the world of work, which have had a direct impact on the way we work and conceive of working relationships and conditions, as well as the entrenchment of unacceptable situations involving job insecurity, unequal treatment and the insecurity and volatility of the political, economic and social environments.

2024 – as summarized in our Report on Activities presented at the Annual General Meeting in October – was an intense year, enabling us to make progress on the major areas of negotiation, implementing negotiations on the basis of the identification of common interests, and making progress on the issues of mobility, career development and the alignment of contractual conditions for all colleagues, irrespective of the source of funding. We have also carried out a very intensive programme of training and communication campaigns to continue strengthening our internal structures to better represent and defend you.

For the year 2025, we hope that the areas detailed in this report will enable us to finalize a number of ongoing projects and to organize our Global Meeting in the autumn, which will be an opportunity to renew our strategy and our means of action for the next 5 years:

- The finalization and implementation of new collective agreements and negotiations on the alignment of contractual conditions irrespective of the source of contract funding, on mobility, on the fight against harassment and the promotion of respect in the workplace, on the promotion of diversity and health and safety at work. We will also need to monitor and evaluate the implementation of the recent collective agreements and Staff Regulations – flexible working arrangements in particular, and the introduction of generic job descriptions for the General Service category in HQ and the Professional category globally.
- The preparation and holding of our Global Meeting; we will of course continue to strengthen our internal structures, in order to better represent and defend you, with a consultation on our internal organization and functioning, continuous improvement of our capacity to mobilize and communicate better, and a strengthening of our actions with and for vulnerable and precarious colleagues in the field.

We still have a long way to go to meet the expectations of our colleagues, to ensure that the ILO “walks the talk” when it comes to the working conditions of its staff, and to ensure that the ILO is a safeguard of the principles and values of the international civil service. We must put people first. This may seem overused. But we need more humane interpersonal relations in our workplaces.

The Staff Union is your Union, we are listening to your suggestions, we depend on your support, and we await your feedback and suggestions on the progress made but also the challenges that we have encountered.

**OUR VISION, OUR MISSION,
OUR OBJECTIVES AND MEANS OF ACTION
2020-2025**

VISION

A global Staff Union, at the dawn of its second Centenary, which accompanies the transformation of the ILO and ensures a decent work environment, by representing all staff* as an equal and strong partner in social dialogue.

MISSION

**We promote social justice, equity and equality for all staff* in order to have
ONE ILO**

by:

- mobilizing and organizing for an even stronger and better equipped Staff Union;
- safeguarding and improving decent working and employment conditions for all ILO staff;
- negotiating fair, transparent and effective collective agreements with the Administration

*“All staff” includes all, without distinction whatsoever.

Industrial relations:

- ✓ *Ensure sustainable well-functioning social dialogue and collective bargaining through the effective implementation of the Recognition and Procedural Agreement (2000).*

Job security:

- ✓ *Negotiation of a protective, fair and inclusive contract policy to put an end to recurring precariousness and reduce disparity between different types of contracts,*
- ✓ *Working for a fair and standardized joint recruitment process for all staff through improving or creating joint bodies for mobility and redeployment.*

A career development path for all staff:

- ✓ *A fair and transparent performance appraisal system - with equal access to the staff development fund - and connected to adequate training*
- ✓ *A negotiated and adequate job classification process*
- ✓ *A fair recruitment and mobility system that respects staff diversity*
- ✓ *A transparent rewarding mechanism.*

Enhancement of staff security, Occupational safety and Health and both physical and mental health and well-being for all ILO staff around the world:

- ✓ *in the context of multifaceted crises and ensure equal treatment of all staff as well as support crisis response initiatives in fragile contexts*

Full social protection:

- ✓ *Ensure effective, efficient and sustainable health care and pension funds,*
- ✓ *Advocate for and negotiate the creation of unemployment and maternity / paternity / parental insurance schemes.*

A diverse, inclusive, equal and equitable workplace:

- ✓ *Through combating all forms of discrimination, and promoting an ILO free from violence and harassment: Drawing inspiration from recently adopted C.190 and aligning with UN system wide rules and regulations against all forms of violence and harassment at work.*

Protection of the independence of the international civil service:

- ✓ *Defend and support the exclusively international character of the staff (Article 9, paragraphs 4 and 5, of the ILO Constitution), promote its impartiality and defend the integrity and independence of ILOAT.*

An even stronger and better equipped Union:

- ✓ *Maintaining and expanding our membership, enhancing solidarity, strengthening capacities of Union representatives*
- ✓ *Improving internal operations, communication and coherence in its actions.*

I – Industrial relations

Objective: To ensure sustainable and efficient social dialogue and collective bargaining through the effective implementation of the Recognition and Procedural Agreement (2000).

Means of action

- Making sure, in the Joint Negotiating Committee (JNC), that every decision or proposal coming from the ILO Administration is based on substantiated information and is subject to consultation or negotiation if necessary.
- Ensuring implementation of the JNC's annual work plan, monitoring timelines, deadlines, and terms of reference for each negotiation to ensure that they are undertaken with a common-interest approach.
- Finalizing ongoing negotiations (mobility, alignment of working conditions irrespective of contract funding sources, contractual framework, employment of people with disabilities, violence and harassment, review of the job descriptions, occupational safety and health (OSH)), reviewing the implementation of the Flexible Working Arrangements (FWA) policy and monitoring ongoing policies and ensuring their validity.
- Strengthening the negotiating skills of staff representatives.

II – Job security

A – Recruitment and selection

Objective: Advocate for a recruitment and selection process that is both equitable and transparent, so as to strengthen the collective agreement on mobility and recruitment by focusing on **career mobility, career development, greater motivation and job satisfaction ensured at both headquarters and at the field offices level.**

Means of action

- The Staff Union Committee's review of job vacancies aims at ensuring that **job descriptions are objective**, in accordance with the existing and current negotiated GJDs, and offer a real possibility of career development of already employed ILO officials including at the field offices level.
- Continue with the implementation, by negotiating, of the agreements reached in principle at the JNC retreat of October 2023.
- Within the career development framework, the SUC will specifically monitor appropriate implementation of forthcoming agreed policy for the improvement of the current mobility policy/practice within the ILO, with a view to achieve a greater equality of treatment for all colleagues with equivalent seniority, whatever the source of their contract funding.
- The Staff Union will monitor on a fair and proper implementation of the second stage (geographical mobility in the same grade for internal candidates, including TC+5 staff and changes in the selection modalities at stage 2) of the collective agreement on recruitment and selection, signed in February 2024.

- The Committee is convinced of the importance for the Organization of a system of recruitment that seeks a broader and more **authentic diversity** of staff while at the same time respecting Article 100 of the United Nations Charter, the Declaration of Philadelphia and the Staff Regulations. It is on this basis that the Committee is participating, jointly with HRD, in the review and update of the current generic job descriptions for the Professional (ILO-wide) and GS job families at headquarters.
- The Staff Union Committee is assisted in its work by the presence of two of its representatives on the Recruitment, Assignment and Mobility Committee (**RAMC**). Its efforts are based on strict observance of the recruitment and selection procedures and of the principles of transparency, on following standard procedures and on just and fair treatment. Particular attention is paid to the recruitment of internal candidates so as to offer them an opportunity of career development, and of TC+5s so that they can benefit from employment security, as well as to a knowledge of more than one language so as **to promote French and Spanish** without, however, penalizing candidates whose mother tongues are neither English, French nor Spanish, and thereby the interests of the Organization's **truly multicultural and diverse nature**.
- If it is to carry out this crucial work successfully, the Committee must make a point of establishing good relations with the appointed **independent members of the technical panels**. The objective will be to share the working parties' experience, to offer practical advice and to devise ways for them to fulfil their responsibilities properly, as far as possible in conjunction with the Human Resources Development.
- Besides the normal involvement of ILO staff representatives, the Staff Union will bring to the attention of the Administration any recruitment or selection issues affecting officials, more particularly concerning short-term contracts and abusive use of direct selection.
- The Staff Union is reviewing recruitment and selection procedures in the field, in order to negotiate a coherent and fair agreement.
- The Committee continues and strengthens its support to the regional and local Staff Union representatives in their collective bargaining on fair and coherent recruitment and selection practices and mechanisms in the field offices, in particular following the signature of the collective agreement on a procedure for recruitment and selection (on 23 February 2024) which states "With the aim of ensuring greater consistency across regions in the recruitment and selection of staff not covered by Annex I of the Staff Regulations, the parties commit to establish jointly agreed procedures where they do not already exist" (in Article 2).
- The Committee will then emphasize the need to ensure fair Union representation within recruitment panels. It will advocate for a uniform approach, where all Union representatives will either be full members or observers. The objective is to avoid any form of discrimination and promote complete transparency in the selection process. It will be underscored that this decision should not be left to the discretion of regional directors and/or field office directors.

B – Contracts and employment security including the terms and conditions of employment for staff on TC contracts¹

Objectives: To safeguard and promote job security and working conditions, particularly during ongoing or forthcoming negotiations with the ILO Administration, irrespective of the

¹ In the interests of greater efficiency and to facilitate negotiations with the Administration, the working groups on employment conditions for staff on TC contracts and on contracts and job security have been merged.

contractual status of staff, in order to give effect to the vision of "One ILO." To take necessary measures to eliminate all forms of precariousness and seek to achieve greater equality and equal treatment between the different categories of staff, irrespective of source of funding on duty stations (RB-DC, P-G, headquarters-field).

Promote equality of treatment between staff on technical cooperation contracts (TC staff) – including PSI – ("Cooperation for Development" in the Administration's terminology) and staff on regular budget in all current or future negotiations with the Administration, in order to make the "One ILO" vision a reality. Defend with the Administration equal rights for staff performing equivalent functions and promote equivalent salaries, in the spirit of ILO Convention No. 111 condemning all forms of discrimination between workers, presented by the case law of the Tribunal (ILOAT) as a fundamental principle of the working framework for civil servants. Promote career prospects and continuity for staff on TC contracts.

Priority areas include:

1. Defending existing jobs and working conditions in the context of current and future challenges: potential budget restrictions, constant search for increasingly flexible types of contracts, continuous changes and innovations used as an excuse to reduce workforce numbers, considering in particular:
 - **Maintaining acquired rights** that are Organization-specific, such as sustainable contracts.
 - **Aligning the contractual conditions of staff under the technical cooperation budget with those of staff financed by the regular budget**, including in terms of recruitment, career development, performance recognition and access to training and their implementation.
 - **Promoting a contractual framework that guarantees long-term equal treatment for the staff of the Organization**, whatever the source of funding.
2. Follow-up on the contract policy negotiations, on the basis of the MoU signed jointly by the Administration and the Staff Union in October 2023 enabling:
 - Equality of opportunity and treatment for all staff notwithstanding the source of funds.
 - Job security for all.

Means of action

Following the MoU signed in October 2023 with the Administration, and in order to implement the alignment of contractual conditions, the TC group will merge with the contracts group to support the continuation of negotiations, and the concrete application of the results obtained in a strengthened and coordinated manner, by:

- Informing the Staff Union position, strategy and results for the negotiation on the contracts policy, and participating in the negotiation team for a new contracts policy, which needs to reach completion in 2025.
- Closely cooperating with all Staff Union members with different contractual situations, in order to ensure that their views and interests are fully taken into account.
- Strengthening communication and information for staff on their rights and guarantees, in order to raise awareness of the often unrecognized challenges and

inequalities faced by colleagues, in particular by finalizing and then widely distributing leaflets presenting the Staff Union's action for TC staff.

- In coordination with the legal support group, supporting the union's position on contract policy with an appropriate strategy and legal argument in the event of litigation being necessary, on the basis of equal treatment and the absence of discrimination between members of staff with the same profile and seniority.

III – A career development path for all

A – Personal promotions and reclassification

Objective:

- To ensure that personal promotion mechanisms are based on documented achievements, that they are inclusive, transparent and equitable, and that reclassification mechanisms provide equal opportunities for all, at headquarters and in the field, based on merit.

Means of action

- Monitoring all reclassification requests;
- Ensuring that Independent Review Groups are active in all regions for the examination of job grade review appeals;
- Participating in the joint committee on personal promotions, and taking legal action where appropriate;
- Assisting the JNC when needed.

B – Training policy and performance management

Objectives:

- To ensure that training and performance management policies are implemented in a fair and transparent manner and take into account needs of staff at all levels and categories, to support mobility and career development.
- To ensure that the performance management system is improved with actual performance documented in a fair manner, in a way that contributes to the career progression and mobility of all staff.
- To ensure that staff training reflects staff priorities for career development – as well as the Office's priorities, in line with IGDS No. 672 on career development (version 1.1), and that skills mapping is not used for individual staffs' performance management.
- To ensure that the new job descriptions are implemented in a smooth and non-discriminatory manner that is fair to all staff.

Means of action

- Reviewing the Performance Management Framework implementation, as well as the Reports Board procedures, and negotiating improvements, in order to improve the

trustworthiness of the Performance Management system for career progression and merit attribution measures.

- Seeking the reactivation of the Joint Training Council so that the Staff Union has a voice in the use of Staff Development Funds (SDF), in the documentation of the impact of training expenditure, also in terms of its alignment with staff members' needs and requests, to support both functional and geographical mobility.
- Advocating for the involvement of the Staff Union at regional or departmental levels in decisions for the use of the funds and in documenting the impact of the Staff Development Fund.
- Addressing possible grievances related to the use of the Staff Development Fund, and unfair performance management.

IV – Enhancement of staff security, occupational safety and health and both physical and mental health and well-being for all ILO staff around the world

Objectives: The ILO must ensure that within the Organization the occupational safety and health (OSH) management system is fully operational to promote and realize the fundamental principle and right at work of a safe and healthy working environment. The ILO must walk the walk rather than just talk the talk, especially since more than 40% of its portfolio is currently implemented in fragile contexts, and many staff work within a multiple crisis environment.

Thus, the SU will continue to collaborate with the Office to ensure an effective OSH management system is operationalized in headquarters and in **all duty stations**, with OSH committees being part of this management system. As well as calling for administration accountability through strengthening Staff Union representatives' knowledge, capacity and resilience to defend the rights of staff concerning security, occupational safety and health, both physical and mental and well-being at work.

Means of action:

- Support the implementation of the current OSH policy, directive and procedure (IGDS Nos. 48, 286 and 385²) through active participation in the HQ Committee on Occupational Safety and Health (COSH) and in OSH Committees in the field, promoting compliance with the actions and requirements of IGDS No. 385.
- In regard to the above, the SU representatives at the COSH will continue to participate in the COSH working group on the revision of IGDS Nos. 48, 286 and 385 with the current Administration, and will continue to advocate for the improvement of the OSH management system at the ILO.
- Contribute to the COSH working group on mental health and well-being at work; specifically by advocating for the implementation of the ILO Action Plan on Mental Health and Well-Being at Work, especially for the completion of the psychosocial risk assessment by 31 December 2025 as documented in [the ILO Action Plan on Mental Health and Well-Being at Work](#);
- Support the implementation of the Collective Agreement on anti-harassment, towards a zero-tolerance approach to violence and harassment, raising awareness of colleagues on all aspects of this policy, facilitating information gathering and signalling of cases,

² Available on the COSH website: https://www.ilo.org/dyn/osh/intranet.home?p_lang=en

proposing concrete solutions to work on the prevention of violence and harassment and on access and support for victims.

- Through the COSH, continue to request that data on occupational accidents and (suspected) occupational diseases be regularly reported to the COSH as per the current IGDS No. 385, in order to produce the necessary analysis thereby enabling data to be available on issues affecting staff members and prioritization of control measures to reduce the risk.
- The SU will continue advocating that occupational accidents and suspected occupational diseases are investigated in a manner consistent with the [ILO Guidelines on occupational safety and health management systems ILO-OSH 2001](#), Section 3.12.
- Reach out to Staff Union representatives in the field offices to promote and support the creation and functioning of OSH committees and mechanisms, including, where necessary, the identification and appointment of OSH representatives.
- Contribute to capacity-building among SU representatives by developing user-friendly guidance for OSH representatives on how to fulfil their OSH duties.
- Support SU representatives in their crises response capacity, on matters concerning occupational safety and health in public health crises and consultation of return-to-office policies and security and well-being in fragile contexts.
- Ensuring that the UNDSS and other security assessments of office facilities are consulted with Staff Union representatives, and that related action plans for improvements are adequately budgeted, implemented and monitored, in consultation with the Staff Union.
- Ensuring a staff voice in the building renovation processes (planning and implementation), through Steering Committees or other consultation mechanisms, so that the highest standards on staff occupational safety and health and well-being apply during the renovation of the headquarters and field buildings, in consultation with Staff Union representatives, Union representative and focal points.
- Supporting climate- and environmentally friendly initiatives within the ILO, including through the participation in the Environment Sustainability Committee.
- In collaboration with the Administration, ensuring that staff are kept informed of developments concerning security and occupational safety and health through communications and/or information sessions.

V – Full social protection

Objective: To ensure effective, efficient and sustainable health care and pension funds.

Means of action

- Ensuring the application of the Regulations and Administrative Rules of the Staff Health Insurance Fund (SHIF), particularly with regard to the information provided to insured staff, timely publication of annual reports, etc.
- Participate in the discussions on how to avoid unnecessary administrative expenses.
- Remind each member of the need to be well informed about the management of the funds entrusted by him/her to the health and pension protection bodies. The latest exchanges concerning the management of the retirement savings of ILO staff at the UN Staff Pension Fund are a step in this direction.
- Continuing discussions with the ILO Administration to consolidate services and benefits for insured staff working in the field, in remote duty stations and technical

cooperation projects. The latest discussions with SHIF on the development of services and funding are a step in this direction.

- Increasing awareness and engagement of staff with regard to health care and pension issues in order to strengthen the position of staff representatives on joint bodies. This objective will be attained through regular, close communication between the Staff Union (including the Former Officials' Section) and the insured staff representatives of the SHIF Management Committee and the representatives on the Joint Staff Pension Board. In this respect, the legitimacy of the questions asked by the staff representatives must be underlined.
- Write regular explanatory texts for the Union's blog (at least twice a year, one on the Pension Fund, and one on the SHIF), promoting and organizing information sessions (at least twice a year, one on the Pension Fund, and one on the SHIF), General Assemblies and referendums in order to ensure that any proposed changes to the structure, programme, benefits or premiums are explained clearly and fully to insured staff and other participants so that no decisions are taken without extensive consultation.

VI – A diverse, inclusive, equal and equitable workplace³

Objectives: To contribute to the improvement of the working environment for all ILO officials by combating any form of discrimination, and promoting inclusion, equality and diversity whilst facilitating the pursuit of a healthy work-life balance in a workplace free from violence and harassment.

While we all uphold the common UN charter and work towards the promotion of a Decent Work Agenda for all, we all bring with us diverse perspectives, work experiences, lifestyles and cultures, which should be valued, respected and supported. The Staff Union aspires to create a working environment where diversity, equality, equity, inclusion and work-life balance is respected and leveraged to improve organizational performance and the well-being of ILO officials.

Means of action

Building upon the success of the previous year and learning from the challenges faced, the Staff Union proposes continuing to work on special mechanisms/initiatives to facilitate inclusion, diversity, equality and work-life balance.

More specifically, the working group will:

- Ensure that all negotiations – conducted under the framework of the JNC – are conducted through a gender equal, non-discriminatory and an intersectional lens. This will include negotiations on:
 - Contract policy and mobility;
 - Revision of the Flexible Working Arrangements (FWA) policy;

³ *Fair, equal and equitable conditions of employment for all staff, without discrimination based on, inter alia, age, race, gender identity, gender expression, sex characteristics, sexual orientation, languages, religion, ethnicity, colour, national extraction, social origin, caste marital status, pregnancy, personal and/or family status and responsibilities, disability, HIV status, union membership or political conviction, grade, type of contract, and duty station.*

- Recruitment and selection;
- Revision of the policy against harassment, including sexual harassment;
- Disability inclusion policy;
- And others, as relevant, and depending on the needs and decisions of the JNC.
- Actively support the promotion of respect in the workplace, including a workplace free from harassment and discrimination at HQ and in the field and in collaboration with HRD and others (Staff Welfare Officer, MEDSERV, Ethics Officer, the Mediator, and others), including through the campaign on respect in the workplace to be launched in 2025.
- Conduct consultations on the implementation of the FWA policy to identify key areas for improvements and represent the SU in the JNC negotiation on this policy.
- In consultation with GEDI and HRD, support the promotion of diversity and inclusion, particularly, but not limited to, the areas of employment and non-discrimination, especially the implementation of the ILO Disability Inclusion Policy as well as the ILO Action Plan for Gender Equality 2022–25
- In collaboration with the UNGLOBE Coordinators at the ILO, support sensitization, awareness-raising, and advocacy efforts for better inclusion of LGBTIQ+ colleagues in the ILO, as well as UN policies, events and networking activities for interested colleagues.
- Organize awareness-raising; information sessions; activities on International Days to exchange views/concerns and share information, knowledge and good practice and exchange with ILO Staff and Union members, both at the HQ and in the field, in collaboration when relevant, with GEDI, FUNDAMENTALS, UN-GLOBE, the Employment Resource Group (ERG) and HRD.

VII – International affairs and protection of the independence of the international civil service

Objective: To strengthen alliances with key players involved in the improvement of working and employment conditions in the international civil service (international staff union federations, CCISUA, civil society, etc.) and to work in the long-term for the introduction of collective bargaining to the United Nations.

Means of action

- Strengthening ties with major international unions and those with whom the Staff Union is affiliated in order to benefit from their logistics and influence, and create a better framework for labour relations in the context of UN reform.
- Working towards the sharing of knowledge, resources and activities in advocacy campaigns led by the staff federations of the International Civil Service to address the potential threat of contractual reform throughout the whole of the UN common system.
- Participating in the CCISUA working group on Mental Health further to the UN implementation of the 2024 Mental Health and Well-being Strategy Action Plan, which aims to support our ongoing efforts to monitor and enhance mental health and well-being across UN entities.
- Continuing activities with already existing FUNSAs. Encouraging ILO staff representatives to participate in or create local FUNSAs in the field in order to better respond to the interests and needs of the staff of international organizations locally.

- Participate in events organized by the various trade union federations (PSI, CGAS, etc.) in order to represent the interests of the ILO Staff Union.
- Strengthen internal communication to inform the Staff Union’s members about the objectives and positions taken by the various trade union federations as well as about the obstacles encountered.

VIII – An even stronger and better equipped Union

A – Communication

Objective: The communications group will ensure that the Staff Union communicates with the staff **more effectively and efficiently**, on activities, ongoing problems and progress made, in close collaboration with the relevant working groups.

Means of action:

- Keep the staff regularly informed of developments through the Staff Union’s totems in HQ, videos, broadcasts, website, social media and networks.
- Keep the Staff Union's website up to date in English, French and Spanish with rich information for staff.
- Improve the wording of Staff Union materials where necessary, so as to make it more inclusive.
- Liaise with each working group in the Staff Union’s areas of action to help promote what they do in the respective groups, so that staff are aware.
- Find new ways to promote Staff Union campaigns and explain what they are about, especially recruitment drives, training activities, etc.

The communications team will meet weekly to prepare the week’s headlines (“totems”), new releases and also plan for the periodic broadcasts. All members will be in close contact in the event of an emergency to ensure responsive communication between the Staff Union and staff.

Newsletters, videos, broadcasts, information sessions, headlines, providing material and design for texts and publications on social networks and other applicable social media platforms will be our main means of communication. The communications team will consider how to improve outreach to receive more inputs from various contributors at headquarters and in the regions. Please visit us at: <http://unionmag.ilostaffunion.org>.

The communications team will continue to help the Staff Union build on the momentum it has generated so far and will do its utmost to improve communication with the staff using all the means at its disposal and the knowledge of the team members. Special consideration will be given to the communication around the Global Meeting which will take place in the autumn of 2025.

B – Membership, staff representation and training

Objectives:

- **An even stronger and better equipped Staff Union:** by strengthening solidarity, consolidating the capacities of Staff Union representatives, improving internal operations, mobilization, and communication.
- Monitor membership rate both at headquarters and in the field, to adapt mobilizing strategies.

Means of action:

- Strengthening unity between Union representatives at HQ and in the field.
- Clarifying structure and roles through different means.
- Contacting and informing newly recruited colleagues to encourage them to join the Staff Union.
- Pushing towards Staff Union representation in all departments and all duty stations – as part of the elections for Union representatives in the field and at HQ.
- Finalizing the handbook for Union Representatives.
- Holding hybrid information and training session(s) for all Union representatives.
- Finalizing the training curricula proposal and pilot and online course for the training of Union representatives
- Mobilizing at Union events such as the Global meeting, General Assemblies, 1st of May, etc.
- Organizing at least two “café-croissant” information sessions in the course of 2025, in the presence of at least one Union representative, to rally support for the Staff Union.
- Liaising with regional titular members and substitute members to share experiences and provide mutual assistance for better adhesion and Staff Union organization.
- Engaging and mobilizing the Interns’ Section to best represent the interests of the interns (through training and information sharing).

I – Tackling the problems of staff posted in the field:

The Staff Union Committee, through the strong mobilization of its regional representatives and in close contact with the local representatives, acts as a spokesperson to the Administration for the concerns and interests of colleagues in the field and ensures that the working and employment conditions of field staff are safeguarded and improved.

The objectives of the Staff Union in relation to field staff will include the following issues:

- the safety and security of all categories of field staff in the regions, by preventing and dealing with violence and harassment at work, while ensuring their health and physical safety;
- addressing the differences in treatment between international and local staff in terms of security, contract security and evacuation policies, in particular with regard to the rights and entitlements of staff operating in high-risk duty stations;
- in the area of social protection, allow better access to information, ensure transparency and consultation for fairer treatment;
- promoting the establishment of OSH Committees in each duty station, ensuring that there is well-trained representation on these committees;
- harmonizing regional recruitment and selection procedures in light of the new Collective Agreement on a Procedure for Recruitment and Selection signed in February 2024;
- harmonizing the Independent Review Group (IRG) at the global level;
- safeguarding the accessibility and application of flexible work arrangements which promote management by results, a people-oriented approach, greater ecological responsibility, and ensure better work-life balance
- promoting career opportunities under the mobility policy, taking into account the characteristics of each category of post, in particular TC, NO, NC and G posts;
- ensuring greater attention to the intrinsic conditions of staff employment contracts, in particular by conducting periodic surveys on employment conditions;
- addressing staff concerns concerning local salary surveys;
- addressing staff concerns on managing change.

Means of action

- Promote ILO Convention No. 190 in the field offices to avoid violence and harassment and strengthen the complaints mechanism to ensure a fair and equitable outcome for complainants.
- Review the security and evacuation policies to ensure equal treatment of staff operating in high-risk duty stations.
- Strengthen the role and functions of the COSH in all duty stations through information sharing, more regular meetings and increased training.
- Support the application in the field offices of the Collective Bargaining Agreement signed in 2014 and the Collective Agreement on a Procedure for Recruitment and Selection signed in 2024 regarding the role of the Staff Union in recruitment and selection (R&S), in order to ensure the effective involvement of the Staff Union, at

the global level, in the entire R&S process and to improve its transparency and accountability.

- Take an active role in the review of IGDS No. 640 on the ILO policy on flexible working arrangements scheduled for 2025 and safeguard staff interests.
- Promote, in practice, a mobility policy that guarantees mobility for staff members who have been working in one duty station for a long time when applying for vacancies. The explicit mobility policy should also be incorporated into the Staff Regulations.
- Demand that the reality on the ground be taken into account when negotiating the contract policy with the Administration.
- Assist staff members in all duty stations to assert their rights vis-à-vis the Administration through dialogue with the parties concerned and with the support, where appropriate, of the Staff Union's Legal Adviser.
- Continue to hold regular monthly discussions with all the regional representatives via videoconference as an effective means of facilitating the sharing of information and experiences on the practical implementation of the above priorities (quarterly meetings are currently scheduled).
- Organize training on salary survey setting mechanisms, gather and compile information on the new ICSC salary survey mechanism and share those with CCISUA for further action.
- Coordinate with the Administration to mitigate risks associated with change, ensure the ILO Administration's duty of care towards its staff, and provide timely and proactive guidance and support on change management as required.
- Advocate for improved access of staff in the field to medical and emergency services.

II – Use of financial resources

Objective: To ensure maximum transparency in the use of financial resources.

Means of action

- Scrutinizing the control and monitoring process for all financial transactions.
- Continuing to search for efficient solutions for offices requiring bank accounts and putting procedures into place for transferring funds to these accounts.

III – Support for ILO staff in the prevention and resolution of disputes

Objective: Represent and defend the individual and collective rights and interests of staff.

Means of action

- Providing staff with information and/or recommendations (on a collective or individual basis) relating to the application and interpretation of the Staff Regulations, collective agreements and IGDS documents, and other relevant policies and procedures.
- Representing or accompanying staff members in the context of conflict prevention and resolution.

- Organizing information sessions, at headquarters and in the field, relating to legal issues, especially during regional meetings or via Teams.
 - Monitoring recommendations made by relevant bodies, such as the JAAB and the ILOAT, and identifying trends in order to be able to respond to questions from staff.
 - Finalizing terms of reference clarifying the legal services available for staff and members, through the Staff Union website.
 - Reviewing legal aspects in documents negotiated in the framework of the JNC
-