



TWELFTH REGULAR SESSION
FINANCE AND ADMINISTRATION COMMITTEE
Ninth Session
Bali, Indonesia
2 - 8 December 2015

PROPOSED REVISIONS TO REGULATIONS

WCPFC12-2015-FAC9-11
5 November 2015

Purpose

1. The purpose of this paper is to table for the Committee's consideration a proposal to recommend to the Commission to amend the Staff Regulations.

Introduction

The Commission's Staff Regulations have been reviewed for consistency with good administrative process. Some suggested policy changes are proposed for the consideration by the Committee.

Specific Matters

The following changes are proposed to strengthen the Staff Regulations:

1. **Alter Staff Regulation 21: Higher and Extra Duties Allowances**

- a. Under Staff Regulation 21. (b) "A staff member who is required by the Executive Director to carry out and does carry out the full duties of a higher graded position for a continuous period of not less than ten (10) working days will be paid a higher duties allowance amounting to the difference between his or her salary at the time and the actual salary of the incumbent of the higher graded position."
- b. This regulation does not provide the Executive Director with enough flexibility to provide staff with higher and extra duties allowances as it only allows for one rate of compensation to be provided.
- c. It is recommended that Staff Regulation 21. (b) be replaced with the following: "A staff member who is required by the Executive Director to carry out and does carry out the duties of a higher graded position for a continuous period of not less than ten (10) working days may be paid a higher duties allowance up to the lowest salary point of the of the higher graded position. Where the lowest salary point of the higher graded position is lower than the salary of the staff member concerned, the higher

duties allowance will be assessed up to the salary point of the higher graded position immediately above the salary of the staff member taking on the higher duty.”

d. Financial impact of Policy Change: USD0

Recommendation

2. The Committee is invited to consider and discuss the suggested changes outlined above and if considered appropriate to recommend them to the WCPFC12 for adoption.