

UNITED NATIONS JOINT STAFF PENSION FUND

64-2174 and 2651

25 September 1964

Dear Mr. Powers,

**Subject: Administrative Rules of the United Nations  
Provident Rules**

This is in reply to your memorandum of 14 July and Mr. Marx's memorandum of 31 August 1964.

..... In this connexion we are forwarding to you herewith one copy of the Provident Fund Rules, comprising SGB/5 dated 9 March 1946, SGB/5/Add.1 dated 19 July 1946 and SGB/5/Rev.1 dated 8 September 1947.

We apologize for the delay in forwarding this material to you.

Yours sincerely,

Arthur C. Liveran  
Secretary  
United Nations Joint Staff Pension Fund

Mr. J. A. P. Powers  
Head, Administrative and Financial Services  
European Office of the United Nations  
Geneva, Switzerland

cc: Mr. A. Marx, Geneva

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SECRETARY-GENERAL'S BULLETIN NO. 5, REVISION 1

To: Members of the Staff of United Nations

Subject: PROVIDENT FUND RULES

This bulletin revises and supersedes SGB/5, 9 March 1946 and SGB/5/Add.1, 19 July 1946, and implements SGB/3 and addenda.

Rule 1. Establishment

SEP 25 1947

The Provident Fund was established on 16 February 1946 for the benefit of staff members pending the establishment of a staff pension scheme.

Rule 2. Contributions

Each staff member appointed before 28 January 1947, on an annual net salary, shall contribute six percent of salary to the Provident Fund payable by deductions from his salary. An equal amount shall be contributed by the United Nations in respect of the staff member. This rule shall not apply to (1) members employed on the basis of gross salary appointments or (2) additional compensation paid to staff members because they perform overtime work or work at night, nor to the cost-of-living adjustment or to allowances.

Staff members employed on gross hourly rates shall contribute to the Fund at the rate of six percent of the equivalent net (for single status) of the hourly rate established in SGB/19/Add.7, for headquarters and as may otherwise be established for other locations exclusive of overtime and night differential, cost-of-living adjustment and allowances, provided that they were de facto contributors to the Staff Provident Fund on 27 January 1947.

Rule 3. Relation to Joint Staff Pension Scheme

Staff members who become eligible for membership in the Joint Staff Pension Scheme shall cease to contribute to the Provident Fund.

Staff members, who held fixed term appointments of one year or more before 28 January 1947 and elected to remain in the Provident Fund rather than be transferred to the Joint Staff Pension Scheme, shall, in the event of renewal of contract, enter the Joint Staff Pension Scheme.

Rule 4. Contributions Credited to Pension Scheme

As of the date a contributor to the Provident Fund is given an appointment

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of one year or more, the amount standing to his credit in the Fund shall be transferred to the Joint Staff Pension Scheme.

Rule 5. Accounting

The contributions paid by and in respect of a staff member shall be carried, at such periods as the deductions are made from the staff member's salary, in a separate account in the name of the staff member in the books of the fund.

Rule 6. Administration

The Provident Fund shall be administered in accordance with the provisional Financial Rules and Regulations of the United Nations. The amounts standing to the credit of staff members shall be deposited in such manner as may be determined by the Secretary-General and shall carry no interest.

Rule 7. Payments at Termination of Staff Member

On the termination of the service of a then contributor to the Provident Fund, the amount standing to the credit of his account shall be paid to him, subject to setoff of any amounts owing by the contributor to the United Nations.

Rule 8. Payments at Death of Staff Members

On the death of a then contributor to the Provident Fund, the amount standing to the credit of his account shall be paid to his nominated beneficiary, subject to setoff of any amounts owing by the deceased to the United Nations.

Rule 9. Effective Date

The rules are effective as of 28 January 1947.

Rule 10. Application of Rules

These rules apply to all offices of the United Nations.

By direction of the Secretary-General

(Sgd) Byron Price

BYRON PRICE  
Assistant Secretary-General  
for Administrative and Financial Services

ORIGINAL: ENGLISH

Secretariat  
LGB/5.  
9 March 1946.

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SECRETARY-GENERAL'S BULLETIN No. 5

TO: Members of the Staff of the United Nations.

PROVISIONAL PROVIDENT FUND RULES

11 The General Assembly directed that the Secretary-General  
18 establish a Provident Fund for the benefit of the members of the  
staff of the United Nations. In accordance with this directive, I  
have today approved the attached Provisional Provident Fund Rules.  
These rules will be subject to review on the appointment of the  
Assistant Secretary-General in charge of Administrative and  
Financial Services.

TRYGVE LIE

Secretary-General.

PROVISIONAL PROVIDENT FUND RULES

Rule 1. Establishment

A Provident Fund for the benefit of the members of the staff of the United Nations is hereby established. The Fund shall be known as the Staff Provident Fund of the United Nations.

Rule 2. Contributions

As from the date of his appointment every member of the staff shall contribute to the Fund six per cent of his salary payable by deductions from his salary. An equal amount shall be contributed by the United Nations in respect of the staff members. For the purpose of this article:

The salary on which contributions are assessed shall be defined to include only the salary received by the member for his services and shall exclude children's allowances and all other special grants and allowances.

Rule 3. Accounting

The contributions paid by and in respect of a staff member shall be carried at such periods as the deductions are made from the staff member's salary, to a separate account in the name of the staff member in the books of the Fund.

Rule 4. Administration

The Staff Provident Fund shall be administered in accordance with the provisional Financial Rules and Regulations of the United Nations and shall be subject to appropriate arrangements for staff participation. The amounts standing to the credit of staff members shall be deposited in such manner as may be determined by the Secretary-General and shall carry no interest.

Rule 5. Relation to Permanent Staff Retirement Scheme

After the establishment of a permanent staff retirement scheme a member of the staff who is ineligible for membership of the staff retirement scheme shall continue to contribute to the Staff Provident Fund. For the purpose of this article:

"A member of the staff ineligible for membership of the staff retirement scheme is a member who is employed on a short term contract of less than five years or a member who at the date of his appointment is otherwise ineligible for membership under the rules of the permanent staff retirement scheme."

Rule 6. Contributions Credited to Retirement Scheme

At the date of the establishment of a permanent staff retirement scheme the amount standing to the credit of a permanent member of the staff in the Staff Provident Fund shall be transferred to a staff retirement fund under the terms of a permanent staff retirement scheme, and the staff member shall cease to be a member of the Staff Provident Fund. For the purpose of this article:

"A permanent member of the staff is a member who is given a contract for an indeterminate period or who is appointed under a contract for not less than five years subject to the possibility of renewal."

Rule 7. Payments at Termination of Staff Members

(a) On the termination of a permanent staff member's service before the establishment of a permanent staff retirement scheme the amount standing to the credit of his account in the Staff Provident Fund shall be paid to him.

(b) On the termination of service of a staff member who is ineligible for membership of the staff retirement scheme the amount standing to the credit of his account in the Staff Provident Fund shall be paid to him.

Rule 8. Payments at Death of Staff Members

(a) On the death of a permanent staff member before the establishment of a permanent staff retirement scheme the amount standing to the credit of his account in the Staff Provident Fund shall be paid to his nominated beneficiary.

(b) On the death of a staff member who is ineligible for membership of the Staff Retirement Scheme the amount standing to the credit of his account in the Staff Provident Fund shall be paid to his nominated beneficiary.

Rule 9. Effective Date and Revision

The General Assembly, having directed the Secretary-General to submit to the Second Part of the First Session of the General Assembly a report on the operation of the Provident Fund, these rules shall be effective as of 16 February 1946 and shall remain in force until such time as any changes in the rules suggested by the Secretary-General in his report have been approved by the General Assembly and have become effective.

TRYGVE LIE  
Secretary-General

SECRETARY-GENERAL'S BULLETIN NO. 5, ADDENDUM 1

TO: Members of the Staff of United Nations

Subject: PROVISIONAL PROVIDENT FUND RULES

Inasmuch as the wording of Provisional Provident Fund Rules has given rise to conflicting interpretations, Rule 2 of Secretary-General's Bulletin No. 5 is amended by addition as herein provided, and is hereby revised to read:

Rule 2. Contributions

As from the date of his appointment, every member of the staff shall contribute to the Fund six percent of his salary payable by deductions from his salary. An equal amount shall be contributed by the United Nations in respect of the staff members. For the purpose of this article:

The salary on which contributions are assessed shall be defined to include only the salary received by the member for his services, and shall exclude children's allowances and all other special grants and allowances, provided that this rule shall not apply to (1) compensation of staff members employed on the basis of gross contracts, or (2) additional compensation paid to staff members because they perform overtime work or because they work at night.

By direction of the Secretary-General

J. B. HUTSON  
Assistant Secretary-General for  
Administrative and Financial Services