



FEDERATION OF ASSOCIATIONS OF FORMER INTERNATIONAL CIVIL SERVANTS

FÉDÉRATION DES ASSOCIATIONS DES ANCIENS FONCTIONNAIRES INTERNATIONAUX

FEDERACION DE ASOCIACIONES DE EX-FUNCIONARIOS INTERNACIONALES

8 February 2022

Fifty-first Session of the FAFICS Council

Special Session

4 February 2022

Virtual Meeting

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ABBREVIATIONS

| | |
|--------|--|
| ACABQ | Administrative Committee on Administrative and Budgetary Questions |
| ASHI | After-service health insurance |
| CE | Certificate of entitlement |
| CEB | UN System Chief Executives Board |
| CEPA | Chief Executive for Pension Administration |
| CET | Central European Time |
| FSALMC | Fund Solvency and Assets and Liabilities Monitoring Committee |
| GWG | Governance Working Group |
| HLCM | High-level Committee on Management |
| MOSAIC | Consultant group, also referred to as the “external entity” |
| IOM | Office of Investment Management |
| OIOS | Office of Internal Oversight Services |
| RSG | Representative of the Secretary General for the investment of the assets of the UNJSPF |
| SPC | Staff Pension Committee |
| UN | United Nations |
| UNESCO | United Nations Educational, Scientific and Cultural Organization |
| UNFCU | United Nations Federal Credit Union |
| UNICEF | United Nations International Children’s Emergency Fund |
| UNJSPB | United Nations Joint Staff Pension Board |
| UNJSPF | United Nations Joint Staff Pension Fund |
| WFP | World Food Programme |
| WHO | World Health Organization |

REPORT OF THE 51st COUNCIL - SPECIAL SESSION

Introduction

1. The Fifty-first Council, Special Session, of the Federation of Associations of Former International Civil Servants (FAFICS) took place virtually on 4 February 2022.
2. Once Jay Sundaresan, the current Secretary of the Federation, confirmed that a quorum had been reached and the requirements set out in Rule 3.10 of the Federation's Rules of Procedure had been met, FAFICS President Marco Breschi declared open the Special Session at 14.03 (CET) enabled by the zoom web software platform.
3. The list of documents before the Council can be found in Appendix 2.

Agenda item 1: Adoption of the agenda

4. FAFICS President Marco Breschi welcomed the participants to this important Special Session and referred to agenda item 1, adoption of the provisional agenda found in . document Council 51/2022/D.1. He noted that only one substantive item would be discussed at this session which was the Report of the Working Group on the Revision to the Rules of Procedure.
5. **There were no additions or changes to the provisional agenda and as a result the agenda was adopted as proposed.**

Agenda item 2: Election of the Presiding Officer and Rapporteur

6. The President shared his proposals concerning the two positions of Presiding Officer and Rapporteur and expressed hope that the Council would approve his proposals.
7. For Presiding Officer, the President proposed that Alan Prien who besides being a seasoned professional in human resources and other fields had been involved with FAFICS for many years and had served as a presiding officer in the past.
8. For Rapporteur, the President proposed Nancy Hurtz-Soyka. She also was an experienced professional from AFICS-NY and had been Rapporteur for the Fiftieth Council session.
9. Four Polling officers were also identified from the associations, but it was hoped that their work would not be necessary.
10. **Council approved the nomination of Alan Prien as Presiding Officer and Nancy Hurtz-Soyka as Rapporteur.**

**Agenda item 3: Report of the Working Group on the Revision to the Rules of Procedure
Council document 51/2022/D.3**

11. The President welcomed all the delegations to the 51st Council - Special Session. However, several delegations requested clarification on the numbering of the Council's session and questioned whether it should be the 50th or 51st. The President explained that this numbering was discussed by the Bureau which unanimously concluded that it should be called the 51st session – Special Session of the Council.
12. The President then continued his welcoming remarks and noted that the only agenda item to be discussed at the Special Session was the Working Group's Report on the Revision to the Rules of Procedures (Council document 51/2022/D.3) He stated that he was very proud to introduce this report and noted that any other subject would be dealt with in a regular Council session. He expressed the hope of the Bureau that the Special Session would conclude its work in three hours but that a provision of another hour had been made. It was also hoped that voting would not be necessary, and that the Working Group's report would be approved by consensus.
13. The President praised the immense, effective and professional work of the Working Group saying that the report was an excellent product which would be a landmark in the history of FAFICS. He thanked all the members of the Working Group, for their exceptional performance especially the Convenor, Jerry Barton, and at various time other members which included Jennifer Ashton, Michael Atchia, Juan Casas, Katia Chestopalov, Robert England, Makane Faye, Adriana Gomez, Deborah Landey, Edmundo Ortega, Linda Saputelli and Gerhard Schramek and asked the Council to applaud them in recognition of their achievement. In conclusion, he reminded the delegations of their responsibility at this meeting to approve the report by acclamation. He then turned the meeting over to the Presiding Officer.
14. Alan Prien, in accepting his role as Presiding Officer, told the delegations that it was an honour to be elected to this role as it was such a special event and hoped that he could assist in the process. As the review of the rules had been going on for several years and in the last few months the Working Group had meet intensely, he hoped that the delegations would see their way forward to approve the revisions to the rules. In turning to the document, he said it was very comprehensive and one in which every association had had an opportunity to review and make comments or send in submissions which the Working Group had extensively reviewed. In addition, he also hoped that the polling officers, who were standing by in case of a vote, would soon be unemployed as he was counting on the associations to approve the report by consensus. He then opened the debate.
15. One delegate mentioned that the number of vice-presidents was not included in the rules. He believed that the number of vice-presidents should be clearly set out in the rules.

16. The Convenor explained that that issue had been studied and that in the end the Working Group thought it would be best if the Council had the right to determine the number of vice-presidents. In 2018, the number had changed from seven to five as there were five specific areas of activities, so it followed, that the Council should be the one to decide and the number not be specified in the rules. Another delegate thought the number of vice-presidents should revert to seven as this would provide for proper geographical representation. Another delegate expressed that it was best for the Council if the number was not put into the rules and felt it was appropriate to let the number be a decision of the Council. In addition, with the new spirit in the Bureau, that of a working bureau, they all had a job to do as outlined in the Bureau's work plan and urged that this number be left to the decision of the Council. The Presiding Officer felt that consensus might be reached on this last suggestion and proposed to move on.
17. The Presiding Officer then requested that the review move into a roundtable discussion so associations could make their remarks after which the Convenor could then reply.
18. The first point brought up in this regard was the number of members needed for an association which is currently written in the revisions as "preferably with no fewer than twenty-five individual members" (Article 2.1 g). It was suggested that this number be lowered to twenty.
19. One delegate, who had been requested to join the Working Group some seven months ago and speaking on behalf of BAFUNCS- UK, fully supported the revisions with no reservations and hoped that the Council would achieve consensus which would underscore the unanimity of purpose and that once approved the new rules would take immediate effect. It would also be useful if the Convenor and the Working Group could help the President in their implementation of the rules which would take time to phase in. In recognizing that no rules are perfect, he saw the revisions as a huge step forward by providing a framework and guidance to the President and Bureau as to how FAFICS could conduct its business. The establishment of an expertise pool was an important innovation necessary for rotation and succession management. The new rules would also be a benchmark to judge the performance of the Bureau through tighter and transparent management of the Federation which was entirely essential. He was buoyed by the remarks of the President in regards to Implementation, and it was also hoped that the implementation would be followed not just in the letter but also in the spirit and was convinced that this could be the first day in the rest of the life of the Federation. Approval of the rules was an essential step forward and one which would be well worth it for the future of FAFICS. While there was a lot of skepticism and concern, and BAFUNCS shared these concerns, he was convinced that approval of these rules was an essential step and hoped that these revisions would be fully supported by all member associations.
20. As regards **implementation**, some delegations recognized the difficulties in moving quickly to implement the new rules. AFUNPI-India said that there must be a strategy which would be time bound but one which would take into consideration the existing roles that members were currently carrying out. FAFICS was an association, but there were also working committees of the Pension Board and other committees that needed

to be reviewed at the same time implementation was being phased in. AFUNCS- Nigeria questioned the creation of a new body and queried how that could be accomplished in a Special Session. ASOPENUC- Colombia considered that the rules could be **too rigid** and thought it better if they fell more in the middle.

21. The issue of **translation of English documents into Spanish and French** was brought up by several delegates in light of paragraph 3.4 of the rules which states that the working language of the Council shall be in English. Some felt that it was essential to have three working languages not just for translation of documents, but also Interpretation which would also enrich the Council's debate. With the technology found in zoom and other applications it seemed that translation/interpretation could be a possibility. Other referenced the financial cost of such an undertaking while others thought that with the expertise available from delegations that associations could voluntarily help with translations. Another delegation said that translation into the three languages was essential as it would allow a better understanding of texts by a greater number of members. AFUS-France then formally proposed that the Bureau study the issue including its budgetary aspects and make proposals at a future Council session which would improve communication and strengthen member associations as well as creation of new member associations. In the same spirit, AFUS-France requested that the new rules be published in these three languages.
22. AAFI-AFICS- Geneva appreciated the new rules and stated that the **expertise pool** was one of the most important improvements in the rules and would attract candidates nominated by respective associations. In this regard, he recommended the establishment of a succession planning committee which would be responsible for receiving the names of candidates, evaluating them and selecting the most qualified to be submitted to the President and Council for final appointment. In addition, the succession planning committee would be responsible for and make the necessary arrangements to fill vacancies in good time.
23. AFICS-NY also had strong support for the rules and enumerated many areas of support. It was then recommended that the Rules be adopted as a package with Immediate effect under the leadership of the President. AFICS-NY also supported the new mechanism to identify talent across the Federation namely, the **expertise pool** with the individuals in the pool to be drawn upon for membership in FAFICS committees, working groups, and most importantly, the FAFICS delegation to the Pension Board and its committees and working groups. In this regard, the new provisions in the Rules should be put into effect immediately after the Special Session including for the FAFICS Pension Board delegation for meetings in 2022.
24. ASAF-Senegal welcomed the six principles enumerated at the beginning of the report but thought emphasis should also be placed on **gender balance** and thought that this should be added to the principles along with equality, tolerance, respect, **geographical balance**, and culture and linguistic diversity. However, he did note that FAFICS had pledged to continue to uphold these fundamental concepts in all its activities. He also suggested that for the membership under Article 2.1.b the words "common system"

should be added so other organizations could join and open the door for membership. In addition, he requested that an editorial change be made when numbers were listed, they should be listed both alphabetically and numerically.

25. The Presiding Officer noted that after fourteen interventions he saw a consensus in the making but requested the Convenor to address some of the comments made on the issues.
26. The Convenor thanked ASAFI- Senegal and his points concerning the **addition of the words** “common system” and the editorial point when using numbers. He also referred to the concern about the number of members required for an association to join FAFICS and stressed that the word ‘viable’ provided room for flexibility and did not feel there was a need to change the number included in the revised rules.
27. As regards the many comments on **geographical and gender balance**, the Convenor noted that the Working Group had debated whether these aspects should be put into each of the various articles, but in the end, it was decided to include the terms solely in the preamble as the preamble overrode the rules.
28. He then referred to the comment on **Article 12** where there was a question of suspension of rules and whether this could be done by a special session. He pointed out that throughout the document there was no distinction made between rights and privileges of a special Council session versus those of a regular Council. As for as the Working Group was concerned, there was no need to specify what a council or special council could do or not do.
29. As regards **implementation** of the revised rules, he hoped that they would go into effect Immediately, but they would require an implementation plan. Putting the rules into effect did not mean that there was an expertise pool ready to function the next day nor did it mean that a plan had been put in place for staggered elections. There was work to be done and noted that the President had already said that the task had been discussed by the Bureau and that there would be a team working on an implementation plan.
30. As regards the comment on the **rigidity of rules**, the Working Group wanted to be sure that the President with the Bureau had the ability and authority to do what was necessary, in consultation with the Bureau with the ultimate approval or notification to the Council. Balance was reflected in the document as the Working Group wanted to ensure that authority was neither given all to the Council or all to the President/Bureau and he thought the Working Group had achieved just that.
31. As for the important question of **languages**, he concurred that the Bureau would need to look at this issue and see how best to do active translation and interpretation. It should be noted that this item was a priority issue, but at the time the Working Group did not see their way clear on specifying three languages.
32. Discussion continued with more comments by delegations both thanking the Working Group and the Convenor for their extensive work which provided an excellent framework

for FAFICS activities and commenting on the various subjects of concern. Some delegations focused on the need for expanding language capabilities of FACICS, as well as the inclusion of gender and geographical balance in the committees and working groups of the Federation.

- 33 The delegate from FFOA- Rome said his association also valued **gender and geographical balance** but stressed the importance of associations presenting candidates who were also competent and experienced. The expertise pool was not meant to be a popularity contest but a means for the Federation to have strong capabilities in areas of concern to all retirees. Some felt that gender and geographic diversity was important, but much depended on associations presenting candidates who were capable, competent and experienced in areas such as pension administration and health insurance. AFICS-Bangladesh disagreed with this premise and demonstrated how gender and geographical balance was found in so many bodies of the United Nations starting with its Charter. AFICS-Argentina believed that the Working Group that prepared these revisions was a good example of pulling people together from various regions as this group represented the diversity and flexibility in its work and in its end product. AFICS/Netherlands stated that some rules may always be aspirational and those administering the rules must learn as they go and noted that expertise and gender balance may not always work in practice, but it was important to learn by doing. He added that Federation members should always have in mind the need for monitoring and evaluation. By doing this, there would always be another chance for reflection and in so doing keeping in mind the principles of the United Nations, but as a Federation, it was important to be practical and adjust to everyday realities.
- 34 Both AFICS- Japan and AAFI-AFICS-Geneva then brought up the options presented by the Working group regarding endorsement of candidates (**Article 8.4**). The rationale behind these two options was explained, and one delegate who had served on the Working Group explained that this issue had been discussed extensively by the Working Group. It was further explained that as the Federation was represented by the member associations not members, so it was a very important that the Bureau deal with its associations not just its members - but its member associations. A distinction was also made between nomination and endorsement and while there was no intent to restrict on sources of nominations, as any member association could nominate any other person, but it was felt that the nomination had to be endorsed by their own association. That was the consensus of the Working Group, except for one dissenting member. Upon a specific request by the Presiding Officer, the dissenting member agreed to accede to the consensus. (See below)
35. Replying to a comment on the **expertise pool**, another delegate from the Working Group explained that the expertise pool was to be considered to be a technical prequalification group which would bring in new blood from which the Council could appoint members to the standing committees. The Working Group also made a distinction between appointment of people who were technically qualified, well skilled and experienced and not subject to the political process from those elected members to the Bureau. It was envisaged to have those appointed to go through the prequalification

phase of the expertise pool and to then draw upon the pool for the standing committees. Also, gender and geographical balanced needed to be subordinate to the technical qualifications for the good of the Federation.

36. The President, noting that there was about thirty minutes left in the meeting schedule, reassured the speakers that as regards language and geographical balance, the Bureau had placed these items as high priority. In the work currently being undertaken by the Bureau under the umbrella of communications, the issue of language diversity was being reviewed and would take on even more importance in light of the discussion in this Special Session. He was pleased to note that there had been numerous calls for consensus and hoped that consensus could be achieved within the short time remaining.
37. In light of the President's statement, as well as calls from other delegations to move ahead on consensus, the Presiding Officer called for adoption of the Report of the Working Group.
38. However, on a point of order, the Presiding Officer was requested to revert to Article 8.4 as a decision on the options had yet been obtained.
39. The Convenor explained the Working Group could not reach consensus as regards Article 8.4. The majority of the group did feel, however, that there was extensive value in having the home association endorse the nominee, not only because they know them better but because it provided a solid chain of authority from the person being a member of an organization to the umbrella organization. He stressed the importance added that most delegations supported this. The Convenor further explained how grateful he was to all the members of the Working Group and noted that it was time to see how all this worked together. He believed that the proposal was very good but would take some time for all the features to be fulfilled. He then thanked all the members of the Working Group who contributed to the revisions and named them for the recognition they so deserved. (See para.14 above)
40. The Presiding Officer in reverting to Article 8.4 questioned whether the one dissenting delegate would abstain, and this was so confirmed. In this regard, he noted that in today's discussions the need for all appointments and nominations to be supported by their parent association was stressed by many delegations. He then commended all the delegations for their comments over the course of the debate and as there seemed to be a spirit of consensus requested that the Report of the Working Group on the Revision to the Rules of Procedure which was circulated on 26 January 2022 be adopted by consensus.
41. **As there was no objection, he declared the Report of the Working Group on the Revision to the Rules of Procedure approved by consensus.**

Conclusion

42. The President in congratulating all delegations for their agreement by consensus commented that they had done so with five minutes to spare. As for moving forward, he

said that the date for the next Bureau meeting had been identified and most likely would be on 9 February at which time a discussion would take place on implementation as the new rules were now in effect. And as suggested by many speakers, there would be a need for a plan of action, and he assured the Council that as President he would do his best to ensure that this action plan would be a smooth, fast, productive and effective process to the satisfaction of all. He also maintained his promise that communication and geographical balance would be amongst the Bureau's highest priorities,

43. He also paid tribute to Makane Faye, a former vice-President of FAFICS who passed away last year. He asked for a moment of silence from all members in honour of Makene Faye.
44. On a point of order, one delegate suggested that the numbering of paragraphs be edited and renumbered without any changes to the text.
45. On another point of order, it was questioned whether there was a removal of agenda item 4 on the agenda concerning the delegation to the Pension Board. In light of the unanimous rules of procedure, it would be important that the President and Bureau work towards a new delegation to the July Pension Board. He added that FAFICS should be looking for some shift in the pension delegation in July. The Presiding Officer stated that he was informed that the delegation had been approved by the Council last year, but it was right to say that this item could be brought forward to the next Council session in July.
46. The Secretary stated that there were 93 participants with 35 associations in attendance. He then requested the delegations to submit their comments and suggestions on the organization and conduct of the meeting which would help in arranging and carrying out future Council sessions.
47. Appreciation was given to the polling officers who were waiting during the meeting, as well as to the Presiding Officer, the Secretary and the Rapporteur.
48. One delegate, as a result of the adoption of these new rules and the consequential challenges ahead, looked forward to receiving the necessary follow-up actions.
49. The meeting concluded at 17.04 (CET).

Appendix 1

Agenda

22 January 2022

FIFTY FIRST SESSION
VIRTUAL -ZOOM, 4 FEBRUARY 2022

Council 51/2022/D.1

- 1.Adoption of the Agenda
- 2.Election of the Presiding Officer and the Rapporteur
- 3.Report of the Working Group on Rules of Procedure oF FAFICS
- 4.Appointment of FAFICS representatives on the Pension Board and other bodies in 2022
- 5.Any other business

Revision of the Rules of Procedure Report of the Working Group

Introduction

1. In 2018 the FAFICS Council created a Working Group to review all the FAFICS Rules of Procedure and develop a concrete set of proposals for revision. Subsequent Councils have encouraged the development of a set of proposals such that the revisions meet at least one of the criteria of **increasing efficiency, enhancing the impact of FAFICS activities, and/or improving transparency and due process for elections and appointments**. A Council Working Group (WG) was established to develop proposals¹.

¹ The Working Group consisted of Jerry Barton, Convenor, and at various times Jennifer Ashton, Michael Atchia, Juan Casas, Katia Chestopalov, Robert England, Makane Faye, Adriana Gomez, Deborah Landey, Edmundo Ortega, Linda Saputelli, and Gerhard Schramek.

Methodology

2. To fulfil the above criteria, the WG focused on some key principles underpinning the management of FAFICS to ensure that all Member Associations can have confidence in the Federation. To the extent that such principles are already being applied in practice, the WG took the view that there is no harm in reconfirming them.

3. The six principles that the WG has sought to embody in the revised Rules of Procedure, which will support achievement of the three aforementioned criteria, may be summarised as follows: a. **Clarity**: The Rules of Procedure should be clear in terms of the allocation of roles and responsibilities within the Federation, as well as how Member Associations can play their part in the collective processes.

b. **Transparency and Due Process**: All Member Associations should clearly understand what is being done by the Federation and by whom; how and why it is being done; and when it is being done; this requires an active communications strategy.

c. **Accountability**: All those who work on behalf of the Federation, whether as elected officials or appointed for a specific task, should be held accountable for their actions.

d. **Collegiality**: The Federation should be managed in such a way as to ensure that, while lines of authority and responsibility should be clear, processes should be managed collegially and consensually as far as possible.

e. **Talent Management**: The Federation should ensure that the best available management skills, technical knowledge, and expertise are harnessed for the benefit of the Federation and its Member Associations.

Council 51/2022/D.3

2

f. **Succession Planning:** Given that the Federation's individual membership is by definition composed of retirees, it is essential to incorporate rotation and succession management in whatever it does.

4. These six principles provide a common thread throughout the revised Rules of Procedure and play out in different ways according to the issue being addressed. The proposed new Rules provide *inter alia* for the establishment of an Expertise Pool to facilitate succession planning and rotation in the Federation's diverse functions, including in its representation at the Pension Board. The Rules also clarify the authority of the President and ensure that this is exercised in full consultation with the Bureau.

5. The Rules codify the ways in which the most important of the Federation's processes should be conducted. In doing so the WG has however refrained from an overly prescriptive approach, recognising that detailed application of these Rules will still require both judgement and pragmatism. The WG is convinced that consistent application of the principles themselves is vital to the health and sustainability of the Federation.

Conclusion

6. The current proposal is the product of four years of work (intermittent at times) and extensive consultation within the Federation. Throughout its deliberations, the WG has benefitted from multiple rounds of comments by member Associations, as well as the views of members of the Bureau. In finalising its proposals, the WG has taken into full account and to the best of its ability all of the contributions received and points of view expressed, while at the same time balancing the need for consistency and practicability. It worked via consensus to produce the consolidated proposals set out in this document, with the exception of a dissenting opinion that is recorded in a side box to article 8.4. The WG hopes that agreement to adopt the proposed new Rules can be achieved by consensus in the Council.

7. Time constraints prevented the WG from completing its consultations and doing full justice to the ongoing work on a Code of Conduct for the Federation. The WG intends to finalize and present it for approval to the July 2022 Council.

8. The Convenor of the WG would like to thank all the individuals who participated actively in their individual capacities to produce the attached recommendations. The WG would also like to thank the Member Associations that provided inputs. These are AAFI-AFICS-Geneva, AAFU/AFUS Paris, AFICS-NY, AFICS-Argentina, AFICS-Chile, AFICS-Panama, AFICS-Uruguay, ARICSA, BAFUNCS, AFICS-Sri Lanka, and ASAFI-Senegal in 2019 and AFICS-Panama in 2020 and 2021, as well as several Vice-Presidents and both Chairs of the Standing Committees.

Recommendation

9. The WG seeks a mandate to continue and finalize its work on a FAFICS Code of Conduct and to present it to the July Council in 2022.

Council 51/2022/D.3

3

10. The WG seeks approval for the revision and adoption of the Rules of Procedure as set out below in Annex 1.

Annex I: Proposed Revision of FAFICS Rules of Procedure

1

[Proposed changes are shown in italics. Renumbering of paragraphs is not shown as a change. For ease of reference, the text of the current rules is attached as Annex II.]

PREAMBLE:

FAFICS, the Federation of Associations of Former International Civil Servants, is committed in its work to supporting the principles of the United Nations Charter. These include tolerance and respect for geographical balance, as well as cultural and linguistic diversity. FAFICS has pledged to continue upholding these fundamental concepts while at the same time reflecting and furthering gender balance in all its activities.

ARTICLE 1. DEFINITION OF TERMS OTHER THAN THOSE MADE EXPLICIT IN THESE RULES

FAFICS signifies the Federation of Associations of Former International Civil Servants

The Federation refers to the FAFICS Federation

The Statutes means the Statutes of FAFICS

The Council refers to the meeting of FAFICS members as defined in the Statutes

The Bureau comprises the elected Officers *and appointed ex-officio Members*

ARTICLE 2. MEMBERSHIP

2.1 To be admitted by the Council as a member, an association of former international civil servants must meet the following criteria:

- a. its aims are compatible with the aims and objectives of FAFICS as defined in article 2 of the Statutes
- b. its membership is open to all former *staff members* of the United Nations system and their survivors
- c. it is independent
- d. it can meet its financial contribution to FAFICS
- e. it is of viable size, preferably with no fewer than twenty - five individual members
- f. it is established in a location where there is no other Member Association of FAFICS, except in locations where more than one organization of the United Nations system has its headquarters
- g. *to promote inclusion and a wider participation of retirees and beneficiaries in countries with fewer than 25 members, an Association can also be created to represent in its membership retirees and beneficiaries residing in several countries.*

2.2 An Association with fewer than twenty-five individual members may be granted Associate Member status provided always that the other criteria for membership outlined in paragraph 2.1 above are met. Associate Member *Associations* shall have the same rights as Members except that they shall not have the right to vote in Council sessions.

2.3 The decisions of the Council in respect of admissions for membership shall be final.

2.4 The Council may create additional categories of membership.

Annex I: Proposed Revision of FAFICS Rules of Procedure

2

Membership Fees

2.5 Annual membership fees shall be decided upon by the Council. They shall be levied on the basis of the number of members of each Association. Fees levied by FAFICS on Associate *Member Associations* shall be set at rates that are fifty percent of those levied on *Member Associations*. Unless the Council decides otherwise, fees shall be paid to the Federation within the first three months of the calendar year, *based on the Association's membership count as of 31 December of the preceding calendar year.*

2.6 A *Member Association* not having paid the membership fee by the time of the Council session shall lose the right to vote in the Council. Voting rights may be re - established upon payment of all outstanding membership fees.

2.7 The Council may reduce, suspend or waive the amount of fees payable by a Member or an Associate *Member Association* or permit payment by instalments.

Cessation of membership

2.8 A Member or Associate Member Association wishing to cease membership of FAFICS must provide written notification of this intention at least four months in advance of a regular Council session.

2.9 The Council may exclude from membership:

- a. A Member or Associate *Member Association* no longer meeting the criteria laid down in paragraph 2.1. above
- b. A Member or Associate *Member Association* whose actions are deemed by the Council to discredit the Federation, or which has violated the Statutes or Rules of Procedure of the Federation
- c. A Member or Associate *Member Association* which has, for three consecutive years, not paid the fees levied by the Council

2.10 The Member or Associate Member Association facing exclusion may submit to the Council an explanation for the actions that have triggered a potential exclusion and request a reconsideration.

2.11 A Member or Associate Member which ceases to be a member in accordance with these provisions remains liable for all fees due up to and including the year in the course of which membership ceases.

ARTICLE 3. SESSIONS OF THE COUNCIL

Regular sessions

3.1 In accordance with article 4 of the Statutes, the Council shall meet in regular session at least once a year. During a Council session, the Council shall normally decide on the date and place of its next regular session. *All Council sessions shall make provision for participants to attend in person or virtually.*

3.2 All Members and Associate Member Associations shall be invited to be represented at each Council session.

Annex I: Proposed Revision of FAFICS Rules of Procedure

3

3.3 A Member Association which, for whatever reason, cannot send a representative to a Council session may give its proxy vote to another Member Association attending the Council. Except in cases of “force majeure”, it must indicate this intention in writing to the Secretary of the Federation two weeks in advance of the Council session. However, no Member Association present in the Council session may hold proxy votes for more than two Member Associations. *The Council shall make provision for voting in person or virtually.*

3.4 The working language of the Council shall be English. Documents may be presented in French or Spanish provided that a translation in English is also provided by those submitting such documents.

Special sessions

3.5 Special sessions of the Council may be held:

- a. by decision of the Council
- b. by decision of the President after consultation with the Bureau
- c. upon the request of at least *one third* of the Member Associations of the Federation

Agenda

3.6 The provisional agenda for each session of the Council shall be drawn up by the President of FAFICS in consultation with the Bureau; *inter alia* it shall include a Report of the President. It shall also include an item that provides for the appointment, by the Council, of the FAFICS delegation to the Board of the United Nations Joint Staff Pension Fund, *and its subsidiary Committees or Working Groups. It shall also include the approval of the financial reports and the budget, which shall precede elections. The agenda shall include reference to the appropriate Rule of Procedure, where appropriate.*

3.7 Any Member or Associate Member Association may propose items for inclusion in the provisional agenda. *The proposed items should be submitted with an accompanying explanation of the issue and a document containing a proposed course of action.* The document shall be submitted to the Secretary at least four weeks before the beginning of a Regular or Special Session.

3.8 *The provisional agenda items shall be approved by the President after consultation with the Bureau. If a proposed item is not accepted, the President shall communicate the reason to the proposing Association and the Council.*

3.9 The Secretary shall communicate the provisional agenda for each session to all Members and Associate Member Associations at least *three weeks* before the beginning of a regular session and *one week* before the beginning of a special session. As far as possible, the Secretary shall distribute the documentation relating to items on the provisional agenda at least two weeks before the beginning of a regular session and one week before the beginning of a special session.

3.10 At the beginning of each session, the Council shall *decide on and* adopt its agenda.

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Quorum

3.11 The proceedings of the Council shall be valid only if at least one third of voting Federation Member Associations are *present or* represented, physically or virtually. *The Secretary shall inform the Council on the quorum.*

Presiding Officer and Rapporteur of the session

3.12 At the beginning of a Council meeting, the Council shall *appoint* a Presiding Officer who will chair the meeting of the Council.

3.13 The Council shall also *appoint* a Rapporteur for each of its sessions.

Council Report

3.14 *The report of the Council session as prepared by the Rapporteur is first reviewed by the President, the Presiding Officer and the Secretary, whereafter it is circulated to Member Associations participating in the session. Participating Member Associations may request corrections to factual errors only within a deadline established by the Secretary. The draft report is then cleared by the President, the Presiding Officer and the Secretary. The final report, subject to clearance by the Council, is distributed to all Member Associations.*

3.15 *Council shall subsequently formally approve the report prior to its next session.*

ARTICLE 4. EXPERTISE POOL

4.1 *The President, in consultation with the Bureau and the Council, shall bring to bear on current and future policy issues the best available technical knowledge and experience from among the Federation's wider membership.*

4.2 *To this end, the Council shall establish a pool of expertise to be drawn from within its Member Associations, which may suggest the names of persons with the requisite technical skills and experience.*

4.3 *This pool of expertise shall be maintained and managed by the Secretary under the overall direction of the President in consultation with the Bureau, which shall develop and periodically review a framework for maintenance of the pool, in light of the ongoing and evolving needs of the Federation. Member Associations shall be invited regularly to submit names of qualified individuals for the pool.*

4.4. *Members of Working Groups and Standing Committees shall be chosen from the expertise pool with a view to rotation, succession, and capacity-building.*

ARTICLE 5. COMMITTEES AND WORKING GROUPS

5.1 *The Council may establish such Committees and Working Groups as it deems necessary to conduct the work of the Federation effectively.*

5.2. *The Council shall draw from the expertise pool to establish its Technical Working Groups and other time-limited or ad hoc Working Groups, as necessary.*

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5.3. The Working Group chairs will be proposed by the President after appropriate consultation, including with the Bureau, and approved by the Council. They shall be invited to participate in Bureau meetings only for the deliberation of their topics. Working Group reports shall be submitted to Council.

Standing Committees

5.4 The Council may establish Standing Committees, two of which shall be a Standing Committee on Pension Issues and a Standing Committee on After Service Health Insurance and Long-Term Care. The Standing Committee Chairs are responsible for convening meetings, drawing up the meeting agendas, preparing working papers for consideration by the Committees and presenting the Standing Committee reports to Council. The Standing Committees may appoint Rapporteurs to prepare the reports of the Committees.

5.5 The chairs and vice-chairs of the Standing Committees shall be nominated by the President after consultation with the Bureau and appointed by the Council for two-year renewable terms. The chairs shall be ex officio members of the Bureau.

5.6 The vice-chairs attend Bureau meetings when the chair cannot attend, or at the discretion of the President or when the agenda relates to the subjects of the Standing Committees.

Rotation

5.7. Members of Working Groups and Standing Committees shall be chosen with a view to rotation, succession, and capacity building.

5.8. The Standing Committees and Working Groups shall meet and/or consult on issues throughout the year. Inter alia they shall be expressly charged with inducting new expertise with a view to planning and managing succession.

ARTICLE 6. OFFICERS OF THE FEDERATION

6.1 The Officers of the Federation, who shall constitute the Bureau of the Federation, are: a. the President b. the Vice - Presidents c. the Secretary d. the Treasurer.

The Bureau

6.2 The Bureau, chaired by the President,

a. shall assist the President as the leader of the Federation;

b. shall support the President in implementing the decisions and recommendations of the Council;

c. shall establish a work programme in order to implement decisions and recommendations of the Council;

d. shall take decisions on matters that must be handled before the next Council session;

e. shall review the provisional agenda for the Council session prior to its transmittal to Member Associations;

f. shall review on a regular basis the implementation of the approved FAFICS budget;

Annex I: Proposed Revision of FAFICS Rules of Procedure

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g. shall review the Treasurer's budget proposals for the forthcoming financial year prior to its submission to the Council and provides oversight on budgetary performance during the year;

h. may establish its own working arrangements as needed to implement its work programme;

i. shall contribute to, and review a draft of, the President's Annual Report to the Council;

j. shall carry out other functions as requested by the President and/or the Council, and

k. shall seek, in formulating and implementing its work programme, to take full advantage of new approaches, technologies and best practices at all times to further its work on behalf of the Federation and its Member Associations.

6.3 The Bureau shall meet either in person or virtually

a. immediately prior to and immediately following a Council session.

b. regularly between Council session for a minimum of four times to further the implementation of its work programme.

6.4 The Officers shall be elected in accordance with procedures laid down in these Rules.

The Officers shall serve in the posts to which they have been elected for a term of *two years*; each term shall be renewable for 2 years up to a maximum of *4 consecutive years*.

The posts of Secretary and Treasurer shall not be subject to these term limitations.

6.5 The officers normally shall take office immediately following the Council session during which they are elected.

The President

6.6 The President shall lead the Federation, shall be its primary representative and spokesperson and shall have general direction of its Bureau, *and call its meetings, to which the President, in consultation with the Bureau, may invite the participation of others to attend for their specific agenda items. The President, with the assistance of the Bureau, shall be responsible for implementing resolutions and decisions taken by the Council.*

The Vice - Presidents

6.7 The President, after consultation with the Bureau on the work programme, shall attribute to each of the Vice-Presidents special responsibility for a substantive area of the work of the Federation.

6.8 The Vice-Presidents shall assist the President in his or her functions. *They shall serve as the primary advisors to the President on matters pertaining to the governance of the Federation.*

6.9 In the event of the absence or disability of the President, the Secretary shall invite the Vice-Presidents to determine who among them shall exercise the functions of President.

The Acting President shall have such powers and be subject to such restrictions as the President until the President resumes his or her functions or until the next session of the Council.

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6.10 The Council shall determine the number of Vice-Presidents taking into account, inter-alia, the global nature of the Federation *and striving for broad geographic and gender balance*.

The Secretary

6.11 *The Secretary shall*

- (a) assist the President in the administration of the day-to-day affairs of the Federation;*
- (b) make arrangements, in consultation with the President, for Council and Bureau meetings and their follow-up as required;*
- (c) be responsible for the timely production of reports of Bureau meetings;*
- (d) provide assistance, information and advice to persons interested or engaged in setting up new Member Associations and review applications for membership of the Federation;*
- (e) oversee the updating of the FAFICS website in collaboration with those responsible for content;*
- (f) be responsible for overseeing electoral processes;*
- (g) facilitate and maintain communication channels among FAFICS Member Associations;*
and
- (h) maintain the FAFICS office.*

The Treasurer

6.12 The Treasurer shall be responsible for the sound financial administration of the Federation in accordance with the provisions established in these Rules in respect of the Accounts. The functions of the Treasurer shall also be carried out *in accordance with standard accounting principles* and such Internal Rules as the Bureau may adopt from time to time for the orderly management of the affairs of the Federation.

6.13 The budget proposals for the forthcoming financial year shall be prepared by the Treasurer in consultation with the Bureau and circulated to Members and Associate Members at least three weeks before the beginning of the Council.

ARTICLE 7. ADVISORS

7.1 The President and the Bureau may seek advice and/or assistance on specific issues from within, or beyond the Federation. Advisors may be called upon to attend meetings on a specific agenda item, normally on a virtual basis. To the extent that any such requirement for advice and/or assistance is or becomes longer term, or entails budgetary implications, it shall be approved by the Council itself. All such provision of advice shall be reported retrospectively to the Council in the President's Annual Report.

Annex I: Proposed Revision of FAFICS Rules of Procedure

ARTICLE 8. PROCEDURES FOR ELECTION OF THE OFFICERS OF THE FEDERATION

8.1 The Officers of the Federation shall be elected in the course of Council sessions.

8.2 The Secretary shall issue a call for nominations for election at least six weeks prior to the Council, inviting Associations to pay particular attention to the need for gender balance in the Bureau.

8.3 The names of the Candidates nominated for election shall be submitted to the Secretary at least *four weeks prior to the Council*. The Secretary shall circulate the names, CVs and statements of the candidates to Associations at least three weeks prior to the elections.

8.4 Candidates may be nominated by any Member Association and must be endorsed by their own Member Association. Member Associations may nominate more than one candidate.

One Dissenting opinion to 8.4:

Alternate text to 8.4 *“Candidates may be nominated by a Member Association. Any Member Association may nominate more than one candidate”.*

“The overriding criteria for a FAFICS office bearer include: 1) membership in a FAFICS member association and 2) the proven competence to represent the best interests of retirees. The required endorsement of a candidate may at times prevent knowledgeable, highly qualified candidates who are not “endorsed” from running for FAFICS office. Insistence on “endorsement” by the “home” Member Association which can refuse to endorse a qualified candidate is an undemocratic process and may be to the detriment of FAFICS by depriving the Federation of valuable expertise. The proposed new rule does not meet the criterion established by the Working Group for this exercise of improving due process for elections and appointments.”

8.5 The Bureau may also propose candidates, subject to article 8.4 above.

8.6 During the Council meeting, the list of all candidates’ names, including CVs, the nominating Association, and the nominee’s previous term of office, if applicable, shall be announced by the Secretary as soon as possible after the opening of a Council, normally forty- eight hours before the elections take place.

8.7 The timing of the elections shall be announced at the beginning of the Council session but shall normally be on the *penultimate* day of the Council.

8.8 Those elected shall be the candidates who receive the most votes from among those present or represented in the Council session. *If the number of candidates is equal to the number of posts to be filled, the Council may decide to elect them by acclamation.*

8.9 *The Council shall appoint polling officer(s) to assist in the conduct of the elections. Polling officer(s) shall not be candidate(s) for election. The polling officer(s) shall report the election results to the Secretary.*

Annex I: Proposed Revision of FAFICS Rules of Procedure

ARTICLE 9. ACCOUNTS AND BUDGET

9.1 The Federation shall cause proper books of account to be kept *in United States Dollars* in respect of:

- a. all receipts and expenditures of the Federation and the matters in respect of which such receipts and expenditures take place
- b. the assets and liabilities of the Federation

9.2 At each regular Council session, the income and expenditure sheet for the 12-month period ending on 31 December of the *preceding calendar year* together with the balance sheet as at the same date shall be presented by the Treasurer.

9.3 Copies of these accounts, the balance sheet and other relevant reports shall be provided to the Members and Associate Members of the Federation *three weeks* before the beginning of the regular Council sessions.

9.4 *The Treasurer, following clearance by the Bureau, shall submit an annual budget proposal to the Council three weeks in advance of the meeting. At the annual Council session, the Council shall review this proposal, amend it as it deems appropriate, and approve it.*

ARTICLE 10. AUDIT

10.1 The Council shall appoint *independent* auditors.

10.2 The accounts of the Federation shall be examined annually and the correctness of the income and expenditure account and of the balance sheet ascertained by the auditors. The report of the auditors shall be presented to the Council in accordance with Article 7 of the Statutes.

ARTICLE 11. DISSOLUTION

11.1 The dissolution of the Federation can be pronounced only after a formal consultation with all Members. The decision shall require a double majority, which is a majority of all Member Associations and a majority of the membership of all Member Associations.

11.2 The Council shall decide upon the disposal of any assets and arrange for the cessation of activities.

ARTICLE 12. AMENDMENT OR SUSPENSION OF THE RULES OF PROCEDURE

12.1 These Rules of Procedure may be amended or suspended by a decision of the Council. The decision shall be by double majority, which is the majority of those Member Associations present or represented in the Council, physically or virtually, and a majority of the total membership of those Associations.

Annex I: Proposed Revision of FAFICS Rules of Procedure

ARTICLE 13. FAFICS REPRESENTATIVES TO THE PENSION BOARD

13.1. *The size of the FAFICS delegation to the Pension Board shall be in accordance with the governance structure of the Pension Board. The FAFICS delegation may include alternates.*

13.2. *The President of the Federation shall be ex officio the head of the FAFICS delegation.*

13.3. *The Chair of the FAFICS Standing Committee on Pension Issues shall be an ex officio member of the FAFICS delegation.*

13.4. *For the remaining representatives and alternates, the President in consultation with the Bureau shall draw from the expertise pool (Article 4) of qualified candidates who have indicated their interest in serving and have the requisite skills and experience.*

13.5. *The President, after consultation with the Bureau, shall propose the composition of the delegation to the Council for approval.*

13.6. *The proposed composition of the FAFICS delegation to the Pension Board should be circulated to the Council at least three weeks prior to the first day of the relevant Council session, including background information such as CV, experience in FAFICS and/or local Member Associations.*

13.7. *In establishing the FAFICS delegation to the Pension Board, the following criteria shall be applied:*

a. *The representatives should be well versed in pension matters, both policy and practical; have demonstrated advocacy and negotiating skills; and be disposed to commit themselves to the work involved for a number of years.*

b. *The representatives should be familiar with the procedures and unique structure of the Pension Board and the Board's Standing Committee.*

13.8. *The individual representatives shall be appointed by the Council for two-year terms, renewable twice for an additional period of two years, for a maximum term limit of six years. Representatives shall be appointed such that respective terms expire on a staggered basis to prioritize continuity and succession planning.*

13.9. *FAFICS representatives on Pension Board committees and working groups shall be designated by the President, after consultation with the Bureau. Representatives shall be drawn from the delegation and the expertise pool. The Council shall approve such representatives, or in the case of appointments during the year, be informed by the President. Representation in these committees and working groups should reflect the need to ensure both continuity and succession planning, drawing on the resources provided by the expertise pool.*

13.10. *Regular reporting on the work of the FAFICS representatives shall be provided to the Bureau, and to the Member Associations as appropriate.*

Annex I: Proposed Revision of FAFICS Rules of Procedure

ARTICLE 14. HONOURS

14.1 Honorary titles may be granted exceptionally to individuals by the FAFICS Council in recognition of outstanding service to FAFICS. Any such nominations, including appropriate rationale, may be submitted to the Council by the President after consultation with the Bureau and inclusion in the draft agenda.

14.2 Upon completion of their terms of office, FAFICS Presidents may be granted the title of "President Emeritus" and may attend FAFICS Council meetings without any financial implication for the budget of the Federation. They shall be included in the communications sent to Member Associations by the Secretary so they can be kept up to date on issues and serve as a resource to the Federation.

Annex II: Current Rules (as reference)

RULES OF PROCEDURE OF THE FEDERATION OF FORMER INTERNATIONAL CIVIL SERVANTS

1. DEFINITION OF TERMS OTHER THAN THOSE MADE EXPLICIT IN THESE RULES

- “the Federation” means FAFICS
- “FAFICS” means the Federation of Associations of Former International Civil Servants
- “the Statutes” means the Statutes of FAFICS as adopted by the 36th Council in 2007
- “the Bureau” means the Officers of the Federation

Words used in the Statutes have the same meaning when used in the Rules of Procedure.

2. MEMBERSHIP

2.1 To be admitted by the Council as a Member, an association of former international civil servants must meet the following criteria:

- a. its aims are compatible with the aims and objectives of FAFICS as defined in article 2 of the Statutes of the Federation
- b. its membership is open to all former officials of the United Nations system and their survivors
- c. it is independent
- d. it can meet its financial contribution to FAFICS
- e. it is of viable size, preferably with no fewer than twenty - five individual members
- f. it is established in a location where there is no other Member Association of FAFICS, except in locations where more than one organization of the United Nations system has its headquarters

2.2 An Association with fewer than twenty - five individual members may be granted Associate Member status provided always that the other criteria for membership outlined in paragraph 2.1 above are met. Associate Members shall have the same rights as Members except that they shall not have the right to vote in Council sessions.

2.3 The decisions of the Council in respect of admissions for membership shall be final.

2.4 The Council may create additional categories of membership.

Membership fees

2.5 Annual membership fees shall be decided upon by the Council. They shall be levied on the basis of the number of members of each Association. Fees for Associate Members shall be set at rates that are fifty percent of those levied on Members. Unless the Council decides otherwise, fees shall be paid to the Federation within the first three months of the calendar year.

2.6 A Member not having paid the membership fee by the time of the Council session shall lose the right to vote in the Council. Voting rights may be re - established upon payment of all outstanding membership fees.

Annex II: Current Rules (as reference)

2.7 The Council may reduce, suspend or waive the amount of fees payable by a Member or an Associate Member or permit payment by instalments.

Cessation of membership

2.8 A Member or Associate Member wishing to cease membership of FAFICS must provide written notification of this intention at least four months in advance of a regular Council session.

2.9 The Council may exclude from membership:

- a. A Member or Associate Member no longer meeting the criteria laid down in paragraph 2.1. above
- b. A Member or Associate Member whose actions are deemed by the Council to discredit the Federation or which has violated the Statutes or Rules of Procedure of the Federation
- c. A Member or Associate Member which has, for three consecutive years, not paid the fees levied by the Council

2.10 A Member or Associate Member which ceases to be a member in accordance with these provisions remains liable for all fees due up to and including the year in the course of which membership ceases.

3.SESIONS OF THE COUNCIL

Regular sessions

3.1 In accordance with article 4 of the Statutes, the Council shall meet in regular session at least once a year. During a Council session, the Council shall normally decide on the date and place of its next regular session.

3.2 All Members and Associate Members shall be invited to be represented at each Council session.

3.3 A Member, which, for whatever reason, cannot send a representative to a Council session may give its proxy vote to another Member attending the Council. Except in cases of “force majeure”, it must indicate this intention in writing to the Secretary of the Federation two weeks in advance of the Council session. However, no Member present in the Council session may hold proxy votes for more than two Members.

3.4 The working language of the Council shall be English. Documents may be presented in French or Spanish provided that a translation in English is also provided by those submitting such documents.

Special sessions

3.5 Special sessions of the Council may be held:

- a. by decision of the Council
- b. by decision of the President after consultation with the Bureau

Annex II: Current Rules (as reference)

c. upon the request of at least one half of the Members of the Federation

Agenda

3.6 The provisional agenda for each session of the Council shall be drawn up by the President of FAFICS in consultation with the Bureau; it shall include a Report of the President. It shall also include an item that provides for the appointment, by the council, of the FAFICS delegation to the Board of the United Nations Joint Staff Pension Fund.

3.7 Any Member or Associate Member may propose items for inclusion in the provisional agenda. These should be submitted to the Secretary at least three months before the beginning of a Regular Session and eight weeks before the beginning of a Special Session.

3.8 The Secretary shall communicate the provisional agenda for each session to all Members and Associate Members at least six weeks before the beginning of a regular session and two weeks before the beginning of a special session. As far as possible, the Secretary shall distribute the documentation relating to items on the provisional agenda at least two weeks before the beginning of a regular session and one week before the beginning of a special session.

3.9 At the beginning of each session, the Council shall adopt its agenda.

Quorum

3.10 The proceedings of the Council shall be valid only if at least one third of voting Members are represented.

Presiding Officer and rapporteur of the session

3.11 At the beginning of each session, the Council shall elect a presiding officer who will chair the session of the Council.

3.12 The Council shall also elect a rapporteur for each of its sessions.

4. COMMITTEES AND WORKING GROUPS

4.1 The Council may establish such Committees and working groups as it deems necessary to conduct the work of the Federation effectively.

5. OFFICERS OF THE FEDERATION

5.1 The Officers of the Federation, who shall constitute the Bureau of the Federation, are:

- a. the President
- b. the Vice - Presidents
- c. the Secretary
- d. the Treasurer

5.2 The Officers shall be elected in accordance with procedures laid down in these Rules. The President and the Vice - Presidents shall serve in the posts to which they have been elected for a term of one year; each term in these posts shall be renewable for a year at a time up to a

Annex II: Current Rules (as reference)

maximum of four years. The posts of Secretary and Treasurer shall not be subject to these term limitations.

The President

5.3 The President shall lead the Federation, shall be its primary representative and spokesperson and shall have general direction of its Bureau. He or she shall be responsible for the implementation of resolutions and decisions taken by the Council.

The Vice - Presidents

5.4 The Vice - Presidents shall assist the President in his or her functions.

5.5 The Bureau may attribute to each of the Vice - Presidents special responsibility for a substantive area of work of the Federation.

5.6 In the event of the absence or disability of the President, the Secretary shall invite the Vice - Presidents to determine which among them shall exercise the functions of President. The Acting President shall have such powers and be subject to such restrictions as the President until the President resumes his or her functions or until the next session of the Council.

5.7 The Council shall determine the number of Vice - Presidents taking account, inter - alia, of the global nature of the Federation.

The Secretary

5.8 The Secretary shall keep a record of membership, give notice of meetings, record all votes and arrange for the taking of record of meetings. He or she shall assist the President in the administration of the day - to - day affairs of the Federation, including the maintenance of its records. The functions of the Secretary shall also be guided by such Internal Rules as the Bureau may adopt from time to time for the orderly management of the affairs of the Federation.

The Treasurer

5.9 The Treasurer shall be responsible for the sound financial administration of the Federation in accordance with the provisions established in these Rules in respect of the Accounts. The budget proposals for the forthcoming financial year shall be prepared by the Treasurer in consultation with the Bureau and circulated to Members and Associate Members at least three months before the beginning of the Council. The functions of the Treasurer shall also be guided by such Internal Rules as the Bureau may adopt from time to time for the orderly management of the affairs of the Federation.

Advisors

5.10 The Bureau may call upon advisors to assist it on specific matters; such advisors may be invited to attend meetings of the Bureau.

Annex II: Current Rules (as reference)

6. PROCEDURES FOR ELECTION OF THE OFFICERS OF THE FEDERATION

- 6.1 The Officers of the Federation shall be elected in the course of each Council session.
- 6.2 The Secretary shall issue a call for nominations for election at least six weeks prior to the Council, inviting Associations to pay particular attention to the need for gender balance in the Bureau.
- 6.3 Candidates shall be nominated for election at least one month prior to the Council. To allow Associations to consider candidatures, their names
- 6.4 Candidates must have the support of their Member Association.
- 6.5 The Bureau may also propose candidates, subject to article 6.4 above.
- 6.6 The timing of the elections shall be announced at the beginning of the Council session but shall normally be on the day before the last of the Council.
- 6.7 The names of all candidates shall be announced by the Secretary of the Federation as soon as possible after the opening of the Council and at least forty - eight hours before the election takes place .
- 6.8 Those elected shall be the candidates who receive the most votes from among those present or represented in the Council session.
- 6.9 The Council shall fix the date on which those elected to the Bureau shall take up their seats.

7. ACCOUNTS

- 7.1 The Federation shall cause proper books of account to be kept - in a currency determined by the Council – in respect of:
- a. all receipts and expenditures of the Federation and the matters in respect of which such receipts and expenditures take place
 - b. the assets and liabilities of the Federation
- 7.2 At each Council session, the income and expenditure sheet for the 12 - month period ending on 31st December of each year together with the balance sheet as at the same date shall be presented by the Treasurer.
- 7.3 Copies of these accounts, the balance sheet and other relevant reports shall be provided to the Members and Associate Members of the Federation six weeks before the beginning of the regular Council sessions.

8. AUDIT

- 8.1 Once in every year, the accounts of the Federation shall be examined and the correctness of the income and expenditure account and of the balance sheet ascertained by auditors appointed by the Council. The report of the auditors shall be presented to the Council in accordance with article 7 of the Statutes.

Annex II: Current Rules (as reference)

9. DISSOLUTION

9.1 The dissolution of the Federation can be pronounced only after a formal consultation with all Members. The decision shall require a double majority, which is a majority of all Member Associations and a majority of the membership of all Member Associations.

9.2 The Council shall decide upon the disposal of any assets and arrange for the cessation of activities.

10. AMENDMENT OR SUSPENSION OF THE RULES OF PROCEDURE

10.1 These Rules of Procedure may be amended or suspended by a decision of the council. The decision shall be by double majority, which is the majority of those Member Associations present or represented in the Council and a majority of the total membership of those Associations.

These Rules of Procedure shall come into force on 9 July 2008.

RULES OF PROCEDURE OF THE FEDERATION OF ASSOCIATIONS OF FORMER INTERNATIONAL CIVIL SERVANTS

Attachment

Procedure for the appointment of FAFICS representatives to the Pension Board

The FAFICS delegation to the Pension Board consists of four representatives and two alternates.

1. The President of the Federation shall be ex officio the head of the FAFICS delegation.
2. The Chair of the FAFICS Standing Committee on Pension Issues shall be ex officio member of the FAFICS delegation.
3. The remaining two representatives and the two alternates shall be nominated by the President in consultation with the Bureau.
4. In establishing the FAFICS delegation to the Pension Board, the following criteria will be applied:
5. The representatives should be well versed in pension matters, both policy and practical; have negotiating skills; and be disposed to commit themselves to the work involved for a number of years.
 - a. The representatives should be familiar with the procedures and unique structure of the Pension Board and its Standing Committee.
 - b. The two alternative representatives may be chosen with a view to ensuring the continuity of sound FAFICS representation at the Pension Board.

Annex II: Current Rules (as reference)

6. The proposed composition of the FAFICS delegation to the Pension Board should be circulated to the Council on the first day of the Council session.

7. The representatives and alternates should be formally appointed by the Council

These procedures were adopted by the 43rd session of the FAFICS Council, held in Rome in July 2014 . The Council decided that they would enter into force in 2014 and that they should be attached to the FAFICS Rules of Procedure.

Appendix 3

List of Participants

In order of Association acronymns

| | | |
|-----------------------|--------------|-----------------------|
| AAFI-AFICS-Geneva | Switzerland | Mohammed SEBTI |
| | Switzerland | Wolfgang MILZOW |
| | Switzerland | Samuel MBELE-MBONG |
| AAFIB-Brazil | Brazil | Maria Angélica GOMES |
| | Brazil | João Carlos ALEXIM |
| | Brazil | Júlio SOARES |
| AAFICS-Australia | Australia | Jennifer ASHTON |
| AAFNU-BF Burkina Faso | Burkina Faso | Proxy Niger |
| AAFNU-N Niger | Niger | Ari Toubou IBRAHIM |
| | Niger | Kadri TANKARI |
| | Niger | Amadou MAIGA |
| AAFU/AFUS Paris | France | Georges KUTUKDJIAN |
| | France | Ms. Josiane TAILLEFER |
| | France | Mr. Jacques RAO |
| | France | Ms. Christine BRUYERE |
| AEFNUC-Cuba | Cuba | Proxy Mexico |
| AEFNUP Peru | Peru | Amalia OROZA |
| | Peru | HAYDEE OLCESE |
| | Peru | GUEVARA ROSARIO |
| AEFSNU-AFICS-Ecuador | Ecuador | Durval MARTÍNEZ |
| AFICS-Addis Ababa | Ethiopia | Tedla TESHOME |
| | Ethiopia | Mr. Afework Ayele |
| AFICS-Argentina | Argentina | Alejandro HENNING |
| | Argentina | Isabel KANTOR |
| | Argentina | Jose Antonio Pagés |
| AFICS-Chile | Chile | Adriana GOMEZ |
| | Chile | Carol CHATTERTON |

| | | |
|------------------------|--------------------------|-----------------------------|
| AFICS-Chile | Chile | Jorge Gutierrez |
| AFICS-Japan | Japan | Junko SATO |
| | Japan | Noriko Nagayoshi |
| AFICS-M Mauritius | Mauritius | Michael ATCHIA |
| | Mauritius | Marlene LAYS |
| AFICS-Myanmar | Myanmar | Kyi Kyi NYEIN |
| | Myanmar | Ms Kathleen Khin San Aye |
| | Myanmar | Ms Nyunt Nyunt Yi |
| AFICS-Netherlands | Netherlands | Lucien BACK |
| AFICS/NY | United States of America | John P. DIETZ |
| | United States of America | Ms. Deborah LANDEY |
| | United States of America | Mr. Darshak SHAH |
| AFICS-Panama | Panama | Juan Antonio CASAS |
| | Panama | Miguel CUELLAR |
| | Panama | Nancy ANDRADE |
| AFICS-Philippines | Philippines | Alcestis ABRERA MANGAHAS |
| | Philippines | Edmundo ORTEGA |
| | Philippines | Lydia ONTAL |
| | Philippines | Delia BARCELONA |
| AFICS-Sri Lanka | Sri Lanka | Dr. Nimal HETTIARATCHY |
| | Sri Lanka | Mr. George Anthony Michael |
| | Sri Lanka | Mr. Tilak Dias Abeysinghe |
| AFICS-Uruguay | Uruguay | Jan STEVERLYNCK |
| | Uruguay | Gustavo CASAS |
| | Uruguay | Annie BOURGEOIS |
| AFIJUB-Spain | Spain | Ángel ESCUDERO DE PAZ |
| AFNU-CR | Costa Rica | Enrique BRU |
| | Costa Rica | Oscar ARANGO |
| AFNU-MG Madagascar | Madagascar | Noro Lalao RAZAFINDRAMANANA |
| | Madagascar | Mr. Rasolo François |
| AFPNU-México | Mexico | Adriana ROMERO |
| | Mexico | Ms. María Luz Díaz-Marta |
| | Mexico | Mr. Fernando AMADO |
| AFUNCS-Nigeria | Nigeria | Bamidele F. DADA |
| | Nigeria | Mr. Michael OYEDELE |
| | Nigeria | Mr. Edward OMOTOSO |
| AFUNO-New Zealand | New Zealand | Proxy Australia |
| AFUNPI-India | India | Marashetty SEENAPPA |
| | India | Srinivasan Nanjundappa |
| | India | Magdalene CHAND |
| AFUNSOB-Bangladesh | Bangladesh | Kazi Reza |
| APEFONU/AFICS-Paraguay | Paraguay | Luis |
| | Paraguay | Juan |

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|------------------------|---------------------------------------|---------------------------------|
| APNU-CR | Costa Rica | Yves DE LA GOUBLAYE DE MÉNORVAL |
| ARICSA-Vienna | Austria | Elisabeth SWATON |
| | Austria | Olaf-Michael STEFANOV |
| | Austria | Manijeh TORABI |
| ASAFI-Senegal | Senegal | Abdou KHADRE DIAKHATE ?ipad |
| | Senegal | Djibril Ndiaye |
| | Senegal | Makhtar FALL |
| ASOPENUC-Colombia | Colombia | Helene HASSELBACH |
| | Colombia | Jorge RINCON |
| | Colombia | Enita ZIRNIS |
| BAFUNCS United Kingdom | United Kingdom | Robert ENGLAND |
| | United Kingdom | Claudine PICHON |
| | United Kingdom | Alnoor NATHOO |
| CAFICS/ACAFI-Montreal | Canada | Jacques DAOUST |
| | Canada | Lori BALDO |
| | Canada | Marco MIGUEL |
| FFOA-Rome | Italy | Edward SEIDLER |
| | Italy | Angelika WOLF |
| | Italy | Marius de Gay Fortman |
| | Italy | Mariam Ahmad |
| IAFICS-Israel | Israel | Michael SUESS |
| FAFICS | President | Marco BRESCHI |
| FAFICS | Presiding Officer | Alan PRIEN |
| FAFICS | Secretary | Jay SUNDARESAN |
| FAFICS | Treasurer | Romesh MUTTUKUMARU |
| FAFICS | Rapporteur | Nancy HURTZ-SOYKA |
| FAFICS | President Emeritus | Andrés CASTELLANOS DEL CORRAL |
| FAFICS | VP and Chair of WG | Jerry BARTON |
| FAFICS | VP | Odette FOUDRAL |
| FAFICS | VP | Carlos TEJADA |
| FAFICS | Chair-Standing Committee on Pensions | Gerhard SCHRAMEK |
| FAFICS | Vice chair-Standing Committee on ASHI | Katia CHESTOPALOV |
| FAFICS | Emerita &Special Advisor | Linda SAPUTELLI |
| FAFICS | Special Advisor | Warren SACH |
| FAFICS | Polling Officer | Mary Ann CHUILLI |
| FAFICS | Polling Officer | Nancy K. RAPHAEL |
| FAFICS | Polling Officer | Susan DESOUZA |
| FAFICS | Polling Officer | Margarete HAHNEN |
| FAFICS | Auditor | Ambi Sundaram |

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| Associations (voter) | 33 |
| Associations (voting with proxy) | 3 |
| Associations in meeting | 36 |
| Projected Zoom participants | 106 |
| Membership represented | 16701 |

4 February 2022

Statement of Georges Kutukdjian, President of AFUS/France

3.4 The working language of the Council shall be English. Documents may be presented in French or Spanish provided that a translation in English is also provided by those submitting such documents.

The question of the translation of Board documents into the three languages mentioned in Article 3.4 is essential. It would allow a better understanding of these texts by a greater number of members in these linguistic areas. Similarly, interpretation of the debates in the three languages would enrich the debates within the Council. For example, the Deepl and Zoom platforms provide simple and practical solutions at low cost. We do appreciate that this question has been examined by the Working Group but considered that it was not included in its mandate.

AFUS formally proposes that the Board requests the Bureau to study the issue, including its budgetary aspects, and make proposals, at a future Board session, in order to improve communication in this direction. Such facilities would also help to increase FAFICS membership and strengthen it, while the creation of new member associations is also encouraged around the world.

In the same spirit, the new revised rules of procedure should be published in these three languages.