

WORLD HEALTH ORGANIZATION CLUSTER NOTE 2002/8

Distribution: All Staff

OFFICE OF THE EXECUTIVE DIRECTOR
GENERAL MANAGEMENT

25 March 2002

It has come to the attention of the General Management Cluster that a number of WHO full-time staff members have been offered and have accepted overlapping WHO employment contracts. In particular, the following categories have been identified:

- Short-term staff members who are issued with simultaneous Agreements for Performance of Work (APWs), or other similar contracts, with WHO;
- National Professional Officers who are placed on leave without pay (LWOP) and who then take up other short-term assignments as internationally-recruited staff;
- Fixed-term staff members who are placed on LWOP with the intention to take up other short-term assignments (often at a higher grade);

A full-time staff member (whether short-term or fixed-term) may have only one contractual relationship with the Organization which establishes a full-time use of the staff member's employment services and the conditions of such employment. Equally, leave without pay should not be granted for the purposes of enabling staff to take up employment with different conditions of service, or to facilitate transfer to another duty station.

Therefore, staff members are reminded that a second contract for the provision of services is incompatible with full-time staff employment. Staff members disregarding this notice by either proposing or accepting such arrangements may be subject to disciplinary action under Staff Rule 1110. Administrative staff who are aware of current contractual anomalies should consult HRS/HQ before undertaking action to address the employment situation.

Requests to authorize staff holding a part-time contract with the Organization to take up a second part-time contract are considered strictly on a case-by-case basis and should be referred to HRS. As well, due note should also be taken of the fact that hours worked in excess of those called for in the part-time contract should be compensated in accordance with the provisions of Manual II.18.70 and not through the issue of another part-time short-term contract.

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