

EMPLOYMENT OF RETIREES

PURPOSE

1. The purpose of this policy is to set out the conditions governing the employment by UNFPA of retired former United Nations staff in receipt of a pension benefit from the United Nations Joint Staff Pension Fund.

CONDITIONS

2. UNFPA has established a global limit per calendar year on the earnings allowable from UNFPA by United Nations retirees of US\$50,000 or six months of service, whichever is the lesser.
3. Prior to being contracted by UNFPA the United Nations retiree must have completed a minimum break of three months following the date of retirement.

APPROPRIATE USAGE OF RETIREES

4. Hiring offices should ensure United Nations retirees are only contracted for appropriate purposes. For instance, in crisis or emergency situations where extra skilled capacity is urgently required. This allows the sourcing of highly skilled people with relevant expertise and knowledge of processes, systems, and networks, who are readily available for rapid deployment.
5. Contracting retirees is also appropriate for types of work in which it is cost effective to keep staffing levels low and to contract additional personnel temporarily only for peak periods or on retainer.
6. Retirees can also be contracted to cover functions which are vacant due to unexpected or unforeseen circumstances such as sick leave, while trying to recruit particularly for hard to fill posts, or where urgent and shorter-term needs mean the organization does not have time to develop the necessary skills and experience. Retirees can also provide a source of suitable available talent interested in taking on assignments in cases in which shorter term employment would not be attractive to those with the appropriate profile.
7. Retirees should only be employed where the operational requirements of the organization cannot be met by existing staff members, and this does not adversely affect opportunities for promotion or lateral moves of staff members.