

Global Green Growth Institute

The Council Written Procedure November 17, 2016

Decision on Revised Grade and Salary Scales in the Context of the Grade Realignment Project

The Council,

Recalling Article 10.7 of the Agreement on the Establishment of the Global Green Growth Institute, providing that the Director-General shall appoint the staff of the Institute in accordance with Staff Regulations approved by the Council;

Recalling Article 3 of the Staff Regulations [C/3/DC/3 and C/3/6 Annex 1] approved by the Council at its Third Session on June 8-9, 2013, providing for the classification of positions and staff in three categories - Executive, Professional and General Service;

Recalling Regulation 4.1(a) of the Staff Regulations, stating that the salary scales of GGGI staff shall be established as follows:

- i. For staff members in the Executive category: by reference to comparable private and public sector employers, as determined by the Council;
- ii. For staff members in the Professional category: by reference to the salary ranges used by the organizations of the United Nations common system for comparable positions; and
- iii. For staff members in the General Service category at each duty station: by reference to the local salary survey for that duty station issued by the International Civil Service Commission for the organizations of the United Nations common system;

Recalling Article 4.1(b) of the Staff Regulations, providing that the salary scales for staff in the Executive and Professional categories shall be set out in Annex I to the [Staff] Regulations;

Recalling (i) Annex 1 to the Staff Regulations and (ii) Council Decision on the Salary Scale Review [C/WRP/DC/11] adopted through written procedure on December 23, 2014, approving revised grade and salary scales for Executive Staff and Professional Staff;

Recalling Article 4.1(c) of the Staff Regulations, providing that the salary scales for staff in the General Service category shall be established and revised from time to time by the

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Director-General for each duty station, taking into account data provided in the local salary survey issued by the International Civil Service Commission for the duty station concerned;

Recalling Annex 1 to the Staff Rules effective January 1, 2015, providing the grade and salary scales for staff in the General/Junior Program Personnel category;

Taking note of the Minutes of the Fourth Session of the Council [C/5/DC/1], where: (a) the Institute presented a room paper on GGGI's staff grading system and the difficulties presented by the current system, and proposed alternative structures, including movement to a unified grade structure similar to that in place at other international organizations; and (b) the unified grade structure option was endorsed by the Council for implementation;

Taking note of the Summary of the Eighth Session of the Council and Fourth Session of the Assembly [A/WRP/DC/6-C/WRP/DC/22] adopted through written procedure on January 12, 2016, and the update on the implementation of the unified grade structure provided, which informed this Council that GGGI had initiated a Grade Re-alignment Project earlier in 2015 to implement a unified grade structure designed to harmonize and rationalize the grading patterns applied thus far;

Further taking note of the Draft Summary of the Ninth Session of the Council and Fifth Session of the Assembly [A/2016/DC/5-C/2016/DC/11] to be adopted through written procedure, and the update provided by the Institute that informed the Council that the development and definition of the unified grade structure framework and individual alignment to the new grade structure had recently been completed with the support of an external consultant and approval from the Director-General and the salary scale alignment to the newly defined grade structure was near completion;

Taking into account that the Institute anticipates comprehensive revisions to the Staff Regulations and the Staff Rules to more fully reflect (a) the Grade Re-alignment Project, (b) the UNOPS individual contractor arrangement in country offices discussed during the Seventh Session of the Council on July 23-24, 2015 [C/WRP/DC/18] and the Eight Session on November 18-19, 2015 [A/WRP/DC/6-C/WRP/DC/22], and (c) evolving human resource practices of international organizations, improved performance and reward system and lessons learned by the Institute, and the proposed revisions to the Staff Regulation will be presented to the Council for approval in accordance with established practice and procedures; and

Further taking into account the Explanatory Note attached as Annex 1,

- 1. Approves a unified grading structure for all staff, other than staff in the Executive category, and *agrees* to eliminate the distinction between Professional and General Service categories;
- 2. Approves the grade and salary scales for GGGI staff attached as Annex 2 hereto, and Annex 1 to the Staff Regulations is hereby amended and restated in its entirety to read as set out in Annex 2; and
- 3. Agrees to delegate to the Director-General the authority to establish the grade and salary scales for national positions in new country offices, in accordance with the principles set forth in the Explanatory Note and Staff Regulations 4.1(a)(iii) and

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4.1(c), subject to the reporting of such new grade and salary scales to the Management and Program Sub-Committee at its next session.

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Explanatory Note

Background

- 1.1 The Grade Realignment Project has involved extensive consultation and discussions with staff at various levels. GGGI Management understands that this is a change management process that will require enhanced communication and outreach in order to address staff concerns and mitigate negative impact on staff morale, and is committed to continuing with a clear and transparent transition process.
- 1.2 The revised grade and salary scales for GGGI staff, other than staff in the Executive category whose grade and salary scales have not changed, are the outcome of a comprehensive process undertaken with the support of the Birches Group, an external consulting firm well known in the human resources field, with the lead consultant, Gary Mcgillicuddy, having extensive experience in designing classification and compensation systems including that of the United Nations and several international organizations.
- 1.3 The development and definition of the grade structure framework, the definition of the new grades, the realignment of positions to the newly defined grades, the establishment of a salary structure aligned to the re-graded positions and the mapping of staff to the realigned positions have been cleared by the management team and approved by the Director-General.
- 1.4 In order to operationalize the new grade and salary structure, Staff Regulations 3.2 and 4.1, and Annex 1 to the Staff Regulations, need to be revised to allow for the unified grading structure framework and to provide for the new grade and salary structure. Operationalization (i.e. advertising of new positions and advising existing staff of their realigned positions and corresponding grades) of the unified grading structure is anticipated to commence in October 2016, subject to Council approval of the unified grading principal and the revised Annex 1, and be fully implemented as of January 1, 2017.
- 1.5 The major changes introduced are summarized below.

Staff Categories and Grades

- 1.5.1 With reference to Staff Regulation 3.2:
 - a. GGGI will have a unified grading system for international positions and national positions starting from grade X1 through X13, and an Executive grade comprised of the Assistant Director-Generals, the Deputy Director-General, and the Director-General.
 - b. Each grade in the framework will be defined based on the following three factors:
 - Purpose focusing on the substantive role of the job;
 - Engagement focusing on the communication aspects of work both internally and externally; and
 - Delivery focusing on the processes and business cycles which need to be successfully managed to meet the service and program objectives.

C/2016/DC/12 Annex 1

- c. The classification of all positions in GGGI will be based on the job evaluation framework designed by GGGI in consultation with the Birches Group.
- d. Job titling will be standardized for each grade.

Base Salary Scales

- 1.5.2 With reference to Staff Regulation 4.1, GGGI will have the following salary scales:
 - a. **X1[Country Name] X11[Country Name] A national salary scale for positions in each duty station outside HQ** taking into account data provided in the local salary survey issued by the International Civil Service Commission for the duty station concerned, as per Staff Regulation 4.1(c).
 - b. **X1[HQ] X7[HQ] A salary scale for HQ positions** that has been derived from the existing G1-G3 Seoul salary scale, as per Staff Regulation 4.1(a) and Annex 1 to the Staff Rules.
 - c. X8[INTL] X13[INTL] A salary scale for positions across GGGI categorized as international (HQ and other duty stations) that has been derived from the existing C1-C5 salary scale, as per Staff Regulation 4.1(b) and Annex 1 to Staff Regulation.
 - d. **Executive Salary Scale** No change. As per Staff regulation 4.1(b) and the existing Annex 1 to the Staff Regulations, which existing scales will be reflected in the new Annex 1 attached as Annex 2 to this Decision.
- 1.5.3 If and when a fully benchmarked (total package of salary and benefits) structure is implemented, the salary scales for HQ national positions and international positions, whether in HQ or in another duty station, may be revisited. The Institute will keep the Council informed of developments in relation to any benchmarking exercise and will seek the Council's approval for any proposed changes to salary scales that might result from such exercise.
- 1.5.4 The net financial impact as a result of grade realignment implementation is additional USD20,000 (Twenty Thousand Dollars Only) on the Work Program Budget 2017-2018.

Effective Date

1.6 The new grades and salary structure will be effective as of January 1, 2017; however, operationalization (i.e. advertising for new position and advising existing staff of their realigned positions and corresponding grades) of the realigned grades and salary structure will begin upon approval of the revised grade and salary structure by the Council.

Grade and Salary Scales effective January 1, 2017

Note: Annex 2, which replaces and supersedes in its entirety Annex 1 to the Staff Regulations adopted through written procedure on December 23, 2014, provides a list of grade and salary scales for international positions and national positions locally applicable in 26 countries, effective January 1, 2017. There has been no change made to annual base salary and bonus of Executive positions.

- 1. Grade and salary scale for Executive positions
- 2. Grade and Salary scale for International positions
- 3. Grade and Salary scale for national positions in Cambodia
- 4. Grade and Salary scale for national positions in China
- 5. Grade and Salary scale for national positions in Colombia
- 6. Grade and Salary scale for national positions in Ethiopia
- 7. Grade and Salary scale for national positions in Fiji
- 8. Grade and Salary scale for national positions in India
- 9. Grade and Salary scale for national positions in Indonesia
- 10. Grade and Salary scale for national positions in Jordan
- 11. Grade and Salary scale for national positions in Kiribati
- 12. Grade and Salary scale for national positions in the Republic of Korea
- 13. Grade and Salary scale for national positions in the Lao People's Democratic Republic
- 14. Grade and Salary scale for national positions in Mexico
- 15. Grade and Salary scale for national positions in Mongolia
- 16. Grade and Salary scale for national positions in Morocco
- 17. Grade and Salary scale for national positions in Myanmar
- 18. Grade and Salary scale for national positions in Nepal
- 19. Grade and Salary scale for national positions in Peru
- 20. Grade and Salary scale for national positions in the Philippines
- 21. Grade and Salary scale for national positions in Rwanda
- 22. Grade and Salary scale for national positions in Senegal
- 23. Grade and Salary scale for national positions in Thailand
- 24. Grade and Salary scale for national positions in the United Arab Emirates
- 25. Grade and Salary scale for national positions in Uganda
- 26. Grade and Salary scale for national positions in the United Kingdom
- 27. Grade and Salary scale for national positions in Vanuatu
- 28. Grade and Salary scale for national positions in Vietnam

ANNEX 1 TO STAFF REGULATIONS

GGGI ANNUAL BASE SALARY SCALE FOR EXECUTIVES

CURRENCY USD

GGGI GRADE	Annual Base Salary and Bonus
Director-General	Up to 286,110 and up to 10% bonus
Deputy Director-General	Up to 220,560 and up to 10% bonus
Assistant Director-General	Up to 210,160 and up to 10% bonus
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GGGI ANNUAL BASE SALARY SCALE FOR INTERNATIONAL POSITIONS

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X13	150000	171550	193100
X12	121000	143000	165000
X11	100000	122500	145000
X10	81000	103000	125000
X9	64000	82000	100000
X8	52000	66500	81000

Benchmarked to Current C1-C5 scales

Country Name CAMBODIA

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	52003	61489	70974
X10	44455	52327	60199
X9	38031	44768	51505
X8	32645	38334	44023
X7	28939	34433	39926
X6	21757	25933	30108
X5	16477	19567	22657
X4	12531	14827	17123
X3	9946	11767	13588
X2	7890	9341	10791
X1	6264	7412	8560

Benchmarked to ICSC scale (Gross) of the Country

effective Oct-14

Country Name CHINA
CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	124134	163434	202734
X10	105100	138690	172280
X9	79260	105098	130937
X8	59385	79260	99135
X7	53143	68937	84731
X6	40287	51941	63594
X5	32225	41324	50423
X4	26690	34141	41593
X3	22468	28722	34976
X2	18894	24192	29489
X1	16013	20427	24841

Benchmarked to ICSC scale (Gross) of the Country effective

Apr-15

Country Name COLOMBIA

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	98407	126951	155495
X10	77855	100690	123525
X9	57458	74628	91798
X8	41775	54588	67402
X7	32121	42032	51944
X6	26036	33913	41791
X5	21527	27879	34232
X4	17835	23046	28256
X3	14759	19033	23307
X2	12195	15757	19318
X1	10155	13074	15993

Benchmarked to ICSC scale (Gross) of the Country effective

May-15

Country Name ETHIOPIA

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	29558	37787	46016
X10	25339	32329	39318
X9	21694	27725	33756
X8	19130	24445	29760
X7	19060	25806	32551
X6	16583	22368	28152
X5	14285	19212	24138
X4	11432	15284	19136
X3	9063	12137	15211
X2	7081	9480	11878
X1	5494	7346	9198

Benchmarked to ICSC scale (Gross) of the Country effective

Jan-16

Country Name FIJI
CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	72685	81474	90263
X10	61799	69380	76961
X9	48079	53910	59741
X8	35830	40077	44324
X7	24869	29170	33471
X6	20756	24367	27979
X5	17171	20166	23161
X4	14191	16585	18980
X3	11630	13570	15510
X2	9536	11120	12705
X1	7815	9115	10414

Benchmarked to ICSC scale (Gross) of the Country effective

Jul-15

Country Name INDIA
CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	66964	85289	103614
X10	46665	59601	72536
X9	32858	41599	50340
X8	23383	29468	35552
X7	21760	28057	34354
X6	16323	21063	25803
X5	12368	15848	19329
X4	9581	12242	14904
X3	7820	9993	12165
X2	6740	8613	10485
X1	5862	7490	9119

Benchmarked to ICSC scale (Gross) of the Country effective

Jul-15

Country Name INDONESIA

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	69655	92781	115908
X10	55024	73680	92336
X9	40873	54675	68477
X8	30059	39826	49592
X7	26282	33987	41691
X6	19394	25021	30649
X5	14362	18499	22636
X4	10717	13695	16672
X3	8004	10227	12451
X2	6013	7683	9353
X1	4518	5773	7028

Benchmarked to ICSC scale (Gross) of the Country effective

Jun-15

Country Name JORDAN

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	80962	106278	131594
X10	62759	82856	102952
X9	49085	64649	80213
X8	39762	52111	64461
X7	33817	44769	55721
X6	27287	36055	44823
X5	22190	29283	36376
X4	18248	24069	29890
X3	15099	19811	24524
X2	12506	16346	20187
X1	10437	13612	16787

Benchmarked to ICSC scale (Gross) of the Country effective

Jun-15

Country Name KIRIBATI

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	25576	30409	35241
X10	21157	25188	29219
X9	17511	20849	24187
X8	15777	19403	23029
X7	14592	17298	20003
X6	12931	15818	18706
X5	10513	12849	15185
X4	8478	10363	12249
X3	6783	8293	9802
X2	5424	6632	7840
X1	4341	5307	6273

Benchmarked to ICSC scale (Gross) of the Country effective

Jul-10

Country Name REPUBLIC OF KOREA

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X7	55000	68000	81000
X6	45000	60000	75000
X5	34000	44500	55000
X4	28000	36000	44000
X3	24000	27000	30000
X2	22000	24000	26000
X1	20600	22300	24000

Based on the current GGGI G1-G3

Scales

Country Name LAO DEMOCRATIC PEOPLE'S REPUBLIC

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	43338	56445	69551
X10	32608	42181	51754
X9	24843	32031	39219
X8	20349	26291	32232
X7	16395	19945	23494
X6	13441	16274	19107
X5	11484	13910	16336
X4	9820	11888	13956
X3	8391	10163	11935
X2	7232	8763	10294
X1	6696	8110	9523

Benchmarked to ICSC scale (Gross) of the Country effective

Mar-15

Country Name MEXICO

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	91793	116471	141150
X10	79138	100597	122056
X9	65043	82916	100789
X8	51021	65327	79633
X7	38860	48631	58402
X6	30962	38525	46087
X5	25176	31221	37267
X4	20500	25348	30196
X3	17729	21921	26113
X2	15319	18964	22609
X1	13282	16422	19562

X1-X7-OCT 2015 X8-X11- OCT

2014

Benchmarked to ICSC scale (Gross) of the Country effective

Country Name MONGOLIA

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	35860	43285	50711
X10	33741	40733	47724
X9	31797	38349	44901
X8	29371	35385	41399
X7	24053	28906	33758
X6	21366	25697	30029
X5	18148	21852	25557
X4	15339	18423	21507
X3	12888	15403	17919
X2	10834	12939	15043
X1	8322	9939	11557

Benchmarked to ICSC scale (Gross) of the Country effective Jan-16

Country Name MOROCCO

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	111006	142927	174848
X10	85355	110294	135232
X9	65316	84799	104282
X8	51485	67186	82888
X7	35234	44036	52837
X6	28696	35763	42830
X5	23360	29023	34686
X4	18986	23625	28264
X3	15366	19089	22811
X2	12493	15435	18378
X1	10157	12527	14897

Benchmarked to ICSC scale (Gross) of the Country effective

Feb-15

Country Name MYANMAR

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	35581	45878	56174
X10	32864	42344	51823
X9	28190	36245	44300
X8	23732	30488	37244
X7	21174	26870	32566
X6	18523	23480	28436
X5	16247	20537	24826
X4	14252	17952	21652
X3	12288	15436	18584
X2	10416	13083	15749
X1	8675	10905	13135

Benchmarked to ICSC scale (Gross) of the Country

effective Oct-15

Country Name NEPAL CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	38328	51696	65064
X10	31134	41668	52203
X9	25358	33853	42348
X8	19614	26132	32651
X7	15842	21304	26767
X 6	13093	17529	21965
X5	10820	14409	17997
X4	9017	11993	14968
X3	7577	10078	12578
X2	6367	8469	10570
X1	5396	7177	8958

Benchmarked to ICSC scale (Gross) of the Country effective

Jul-15

Country Name PERU
CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	100529	127527	154524
X10	89992	114300	138608
X9	78983	100489	121995
X8	67321	85864	104408
X7	56812	71368	85924
X 6	43052	54190	65329
X5	35367	44308	53249
X4	29082	36283	43483
X3	24100	29991	35883
X2	19947	24782	29617
X1	17084	21252	25420

X1-X7-APR 2015 X8-X11- NOV 2013

Benchmarked to ICSC scale (Gross) of the Country effective

Country Name PHILIPPINES

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	65832	89983	114134
X10	46133	63193	80253
X9	33145	44968	56790
X8	24880	33602	42324
X7	18423	24881	31338
X 6	15740	21193	26647
X5	13453	18045	22637
X4	11401	15220	19039
X3	9581	12774	15968
X2	8017	10690	13362
X1	6709	8945	11182

Benchmarked to ICSC scale (Gross) of the Country effective

Jul-15

Country Name RWANDA

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	84227	106207	128188
X10	60701	77005	93308
X9	44005	55706	67407
X8	34185	43009	51832
X7	28153	34559	40965
X6	23317	28573	33829
X5	19099	23443	27788
X4	15619	19106	22593
X3	12300	14953	17607
X2	9599	11685	13771
X1	7489	9127	10764

Benchmarked to ICSC scale (Gross) of the Country effective Aug-15

Country Name SENEGAL

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	75967	98793	121618
X10	57988	75827	93665
X9	44453	58135	71817
X8	34225	44478	54732
X7	29860	38654	47448
X6	23907	30869	37832
X5	19270	24877	30483
X4	15710	20261	24812
X3	12983	16673	20363
X2	10730	13714	16698
X1	8868	11328	13787

Benchmarked to ICSC scale (Gross) of the Country effective

Jun-15

Country Name THAILAND

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	81708	112723	143738
X10	64659	89671	114682
X9	51040	71145	91251
X8	40700	56528	72356
X7	36686	51759	66832
X6	30372	42502	54633
X5	25157	35093	45029
X4	20812	28970	37128
X3	16523	22992	29461
X2	13219	18301	23384
X1	10575	14550	18524

Benchmarked to ICSC scale (Gross) of the Country effective

Jan-15

Country Name UNITED ARAB EMIRATES

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11		0	
X10	190128	228503	266877
X9	164384	197753	231122
X8	142001	171016	200031
X7	108665	131200	153735
X6	93549	113143	132738
X5	80404	97444	114484
X4	68973	83792	98610
X3	59087	71946	84804
X2	51029	61915	72801
X1	44022	53192	62361

Benchmarked to ICSC scale (Gross) of the Country effective

Jul-10

Country Name UGANDA

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	78460	101863	125267
X10	56622	73955	91288
X9	40945	53534	66123
X8	32325	42032	51739
X7	21297	27480	33663
X 6	16874	21792	26709
X5	13461	17332	21204
X4	11034	14132	17230
X3	9047	11558	14069
X2	7537	9632	11728
X1	6280	8025	9771

Benchmarked to ICSC scale (Gross) of the Country effective

Aug-15

Country Name UNITED KINGDOM

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11		0	
X10		0	
X9		0	
X8		0	
X7	59766	72886	86005
X6	52713	64451	76188
X5	46643	57016	67389
X4	41407	50455	59504
X3	36730	44628	52525
X2	32584	39533	46482
X1	28996	35169	41342

Benchmarked to ICSC scale (Gross) of the Country effective

May-15

Country Name VANUATU

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11		0	
X10	84659	101767	118876
X9	60948	72230	83513
X8	45825	54308	62792
X7	41945	52204	62463
X 6	31060	38403	45745
X5	23141	28493	33844
X4	17188	21197	25206
X3	12993	15941	18889
X2	9843	12030	14218
X1	7457	9114	10771

Benchmarked to ICSC scale (Gross) of the Country effective Nov-13

Country Name VIETNAM

CURRENCY USD

GGGI GRADE	Entry	Mid	Maximum
X11	77042	102796	128549
X10	57754	77484	97214
X9	44901	59956	75010
X8	36186	47947	59707
X7	26277	33108	39939
X6	20990	26497	32003
X5	17025	21428	25831
X4	14070	17618	21165
X3	11726	14658	17590
X2	9772	12216	14660
X1	8143	10180	12217

Benchmarked to ICSC scale (Gross) of the Country effective Oct-15