



28 January 2014

Administrative instruction

Delegation of authority in the administration of the Staff Rules

1. Pursuant to section 4.2 of Secretary-General's bulletin [ST/SGB/2009/4](#) and for the purpose of aligning section 2 of administrative instruction [ST/AI/1999/1](#), entitled "Delegation of authority in the administration of the Staff Rules", with section 4 of administrative instruction [ST/AI/2013/1](#) and Corr.1, entitled "Administration of fixed-term appointments", the Under-Secretary-General for Management amends as follows administrative instruction [ST/AI/1999/1](#).
2. Section 2 is replaced by the following text:

Section 2

Delegation of authority to renew fixed-term appointments

With respect to the administration of staff rule 4.13, heads of departments or offices have the authority to renew fixed-term appointments for up to five years with respect to staff members in the General Service and related categories and in the Professional and higher categories up to the D-1 level and for staff recruited after a competitive examination or after review by the Central Review Bodies, subject to satisfactory performance, medical clearance, availability of funds and the conditions established in administrative instruction [ST/AI/2013/1](#).”¹

3. The present instruction shall enter into force on the date of its issuance.

(Signed) Yukio Takasu
Under-Secretary-General for Management

¹ As may be corrected, amended or superseded by a subsequent issuance on the same subject.

