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Proposed programme budget for 2023

Standards of accommodation for air travel

Report of the Secretary-General

Summary

The present report is submitted in accordance with General Assembly resolutions [42/214](#), [45/248 A](#), [53/214](#), [63/268](#), [65/268](#), [67/254 A](#), [69/274 A](#), [71/272 B](#), [72/262 B](#), [74/262](#) and [75/253 B](#) and decisions 44/442, 46/450 and 57/589, in which the Assembly requested the Secretary-General to submit his report to it on a biennial basis. The present report provides information on standards of accommodation for air travel for the two-year period ended 30 June 2022 and comparative statistics for the two-year period ended 30 June 2020, as well as trend analyses for the past 10 years.

In accordance with the decision of the International Civil Service Commission to encourage organizations of the United Nations common system to provide lump-sum options for entitlement travel at the rate of 75 per cent of the least restrictive economy class ticket, the Secretary-General proposes the discontinuation of the remaining part of the interim measure for determining the lump-sum payment for entitlement travel. Furthermore, to improve the efficiency of travel management in the Secretariat, the Secretary-General proposes the establishment of a single threshold for the use of business class by staff members below the level of Assistant Secretary-General.



I. Introduction

1. The United Nations standards of accommodation for air travel are governed by a series of General Assembly resolutions and decisions, including resolutions [42/214](#), [45/248 A](#), [53/214](#), [63/268](#), [65/268](#), [67/254 A](#), [69/274 A](#), [71/272 B](#), [72/262 B](#), [74/262](#) and [75/253 B](#) and decisions 44/442, 46/450 and 57/589. For the purpose of implementing the various provisions of resolutions [67/254 A](#) and [72/262 B](#) relating to the standards of accommodation for air travel, the administrative instruction on official travel ([ST/AI/2013/3](#), [ST/AI/2013/3/Amend.1](#), [ST/AI/2013/3/Amend.2](#) and [ST/AI/2013/3/Amend.3](#)) was promulgated.

2. In the United Nations system, certain categories of exceptions to the standards of accommodation have been established, including travel of eminent persons; travel of prominent individuals; travel under circumstances that have been deemed to be arduous or under which, for medical reasons, it has been deemed appropriate to upgrade the accommodation for air travel; security officials travelling with the Secretary-General, the Deputy Secretary-General and their spouses; security officials travelling with the President of the General Assembly; and travel under circumstances in which the regular standard of accommodation is not available and it is considered prudent to authorize an upgrade.

3. In addition, the Secretary-General has been applying a strict analysis of every individual case presented for exception, considering those cases described in paragraph 2 above and taking into consideration the need to use the services of prominent persons who donate their services to the Organization for the most part, as well as the need to preserve the convening capacity of the Secretariat.

4. Pursuant to resolutions [72/262 B](#) and [75/253 B](#), in which the General Assembly requested the Secretary-General to continue to limit the use of exceptions, the Administration has continued to limit the use of exceptions to the standards of accommodation for air travel. The overall number of approved requests decreased, from 841 for the period from July 2018 to June 2020 to 494 for the period from July 2020 to June 2022. The decrease may be attributed in part to the general reduction in air travel resulting from the coronavirus disease (COVID-19) pandemic. Detailed analyses and explanations of the movements in the number of exceptions, as well as related additional costs for the various categories, are provided in sections II to IV of the present report.

5. Section V presents Secretariat-wide travel-related statistics and information for the two-year period ended June 2022. Travel volumes, which were significantly affected by the COVID-19 pandemic during the first part of the reporting period, gradually increased during the second part of the reporting period (July 2021–June 2022) as travel-related restrictions were eased or eliminated. The present report also contains information about the monitoring of industry best practices in the area of frequent flyer miles and any new trends in section VI.

6. Section VII includes information on the uptake rate of the lump-sum payment option. In accordance with the decision of the International Civil Service Commission (ICSC) to encourage the harmonization of the lump-sum option across the United Nations common system and to further improve the effectiveness and efficiency of travel management and to incentivize greater use of the lump-sum option, the Secretary-General proposes to discontinue the interim measure of determining the lump-sum payment at 70 per cent of the least restrictive economy ticket and reverting to 75 per cent.

7. In section VIII, to improve the efficiency and administration of air travel, and pursuant to resolutions [72/262 B](#) and [75/253 B](#), the Secretary-General proposes the

establishment of a single threshold for the use of business class by staff below the level of Assistant Secretary-General (and eligible family members) instead of the current dual threshold.

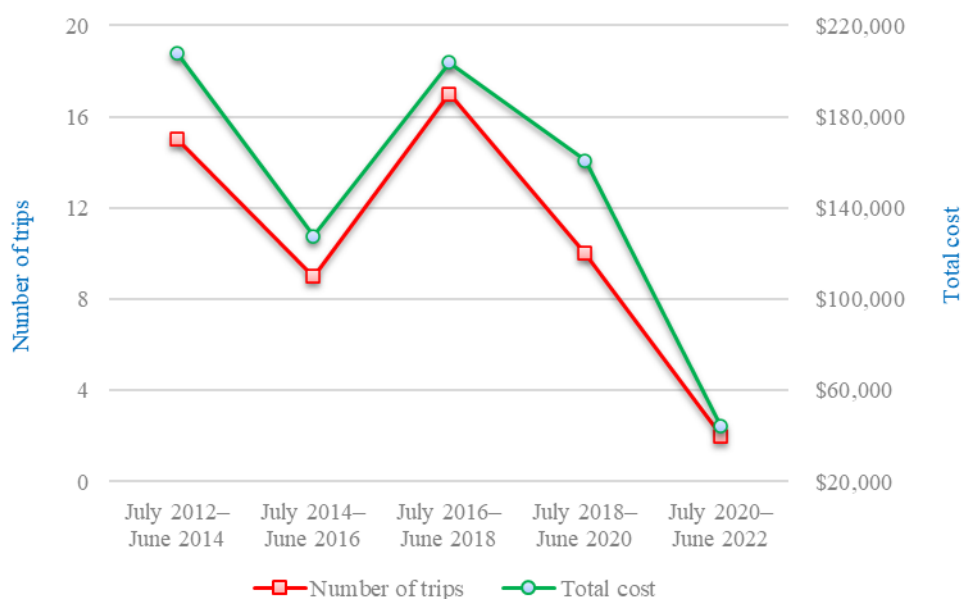
II. Travel of delegations

8. In accordance with General Assembly resolutions [42/214](#) and [74/262](#), heads of delegations of the least developed countries travelling to the regular and special sessions of the Assembly are entitled to payment of first-class accommodation for air travel. During the period from 1 July 2020 to 30 June 2022, two first-class trips were processed at a cost of \$44,200, compared with nine first-class trips and one mixed first-class and business-class trip that were processed at a cost of \$160,717 during the period from 1 July 2018 to 30 June 2020.

9. As shown in figure I, there was a general decreasing trend in the number of trips and the related total cost for the travel of heads of delegations of the least developed countries to sessions of the General Assembly from the July 2012–June 2014 period to the July 2020–June 2022 period, except for the period from July 2016 to June 2018, when more travel requests were received for heads of delegations of the least developed countries.

Figure I

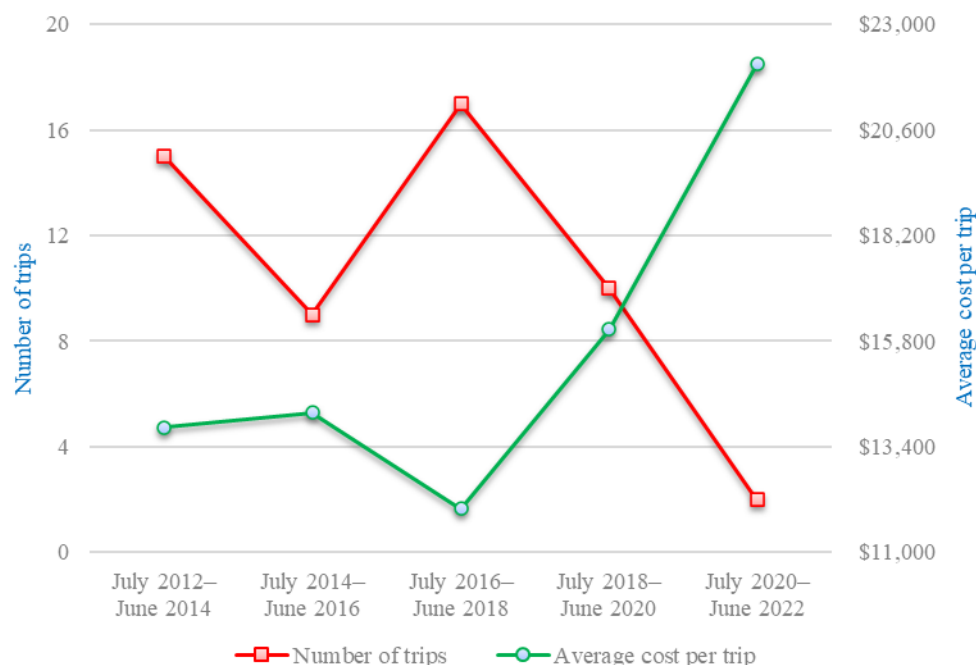
First-class and mixed first-class and business-class travel of delegates to sessions of the General Assembly: trend analysis of the number of trips and total cost



10. As shown in figure II, there was a general increasing trend in the average cost per trip from the July 2012–June 2014 period to the July 2020–June 2022 period, except for the period from July 2016 to June 2018, when the average cost decreased to \$11,994 per trip. The average cost per trip during the period from July 2020 to June 2022 increased to \$22,100, compared with \$16,072 during the period from July 2018 to June 2020. The general increase in the average cost per trip is consistent with the global industry trend of increases in first-class airfares.

Figure II

First-class and mixed first-class and business-class travel of delegates to sessions of the General Assembly: trend analysis of the number of trips and average cost per trip



III. Travel of the President of the General Assembly

11. To strengthen the ability of the President of the General Assembly to effectively and efficiently discharge the responsibilities of the Office of the President, the Assembly, by its resolution [53/214](#), decided that its President, consistent with the approved programme budget, should have full authority to use the funds provided in the budget for the Office. In its resolution [74/262](#), the Assembly also decided that its President should be entitled to first-class accommodation for air travel. During the period from July 2020 to June 2022, one mixed first-class and business-class trip was taken by the President of the General Assembly at a cost of \$7,737, compared with one first-class and three mixed first-class and business-class trips at a cost of \$45,683 during the period from July 2018 to June 2020.

12. The first-class and mixed first-class and business-class trips taken by the President of the General Assembly that were funded from the regular budget had a general decreasing trend from the July 2012–June 2014 period to the July 2020–June 2022 period, with the exception of the July 2016–June 2018 period. The average cost per trip during the period from July 2020 to June 2022 decreased to \$7,737, compared with the cost per trip of \$11,421 during the period from July 2018 to June 2020. The decrease can be attributed to the overall decrease in the number of mixed first-class and business-class travel during the current reporting period (see figures III and IV).

Figure III

First-class and mixed first-class and business-class travel of the President of the General Assembly: trend analysis of the number of trips and total additional cost

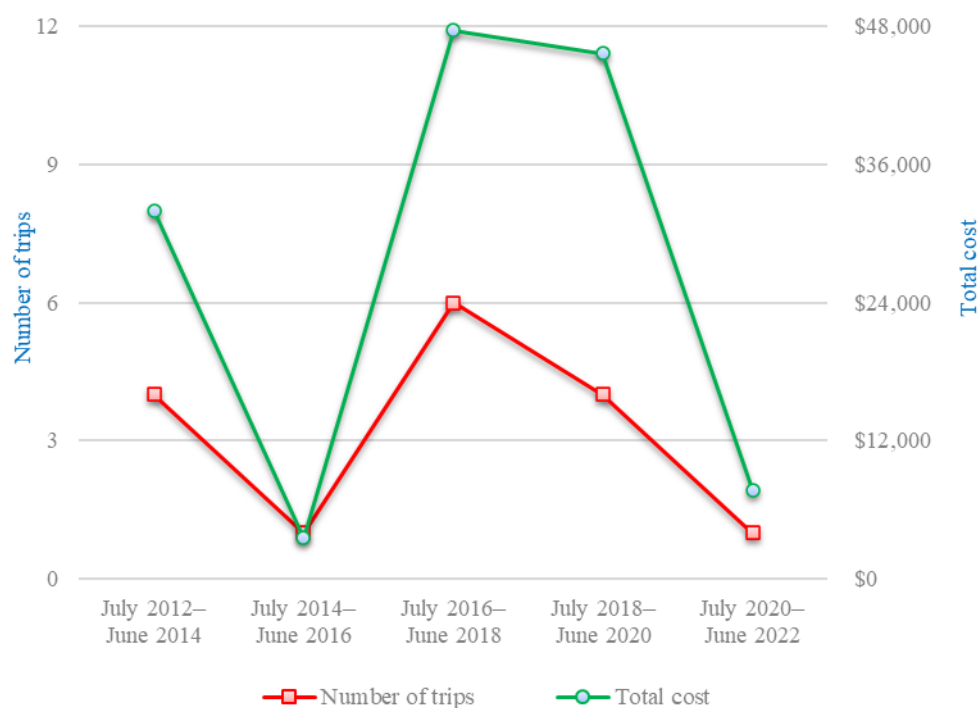
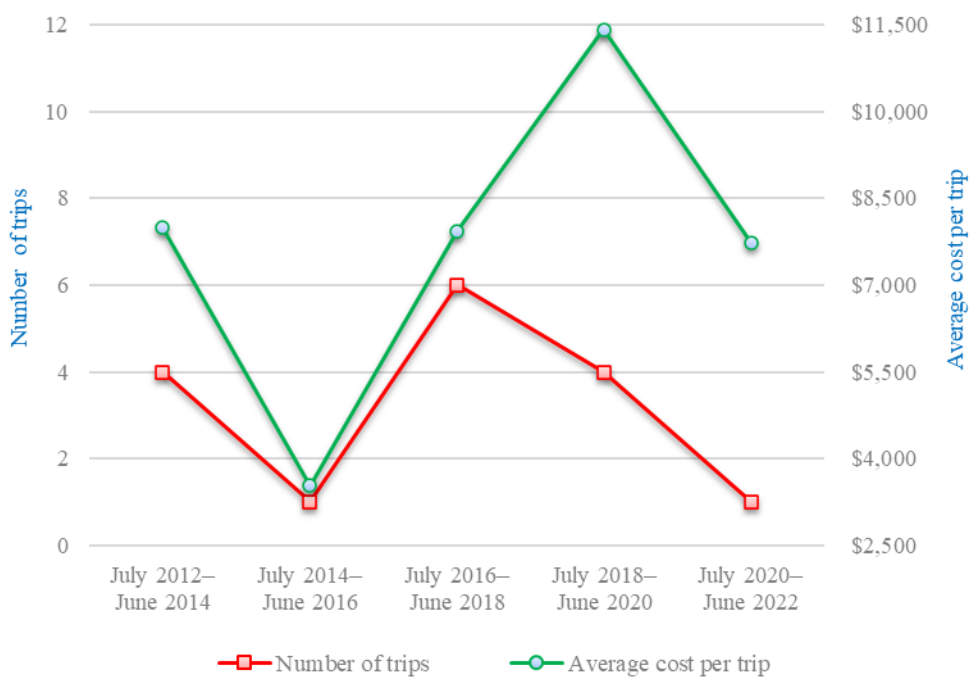


Figure IV

First-class and mixed first-class and business-class travel of the President of the General Assembly: trend analysis of the number of trips and average additional cost per trip



IV. Exceptions authorized by the Secretary-General

13. In its resolution [42/214](#), the General Assembly authorized the Secretary-General to exercise his discretion in making exceptions to allow first-class air travel on a case-by-case basis. In its resolution [72/262 B](#), the Assembly eliminated the use of first-class travel of United Nations staff members for their official travel. The discretionary authority of the Secretary-General is exercised in accordance with section 4.8 of administrative instruction [ST/AI/2013/3](#), as amended, when, in the opinion of the Secretary-General, special circumstances warrant exceptions to the standards of accommodation for air travel. In exercising such authority, the Secretary-General takes into consideration, among other things, the following:

(a) A request for travel class upgrade for medical reasons should be submitted only when there is reason to expect that travel in a lower class would have a direct and significant harmful effect on the health of the traveller. All such requests should first be submitted to the Director of the Health-Care Management and Occupational Safety and Health Division and must include sufficient supporting documentation to establish, to the satisfaction of the Secretary-General, that a travel upgrade would prevent such harm. Advanced age alone is not considered sufficient justification for granting an exception;

(b) Owing to the exigencies of service, a traveller may be required to travel on a particular date, when the regular standard of accommodation for air travel is not available. Cases may also arise in which flights with the regular standard of accommodation are not available and the cost of daily subsistence allowance while the traveller waits for the next available flight would be greater than the cost of the higher standard of accommodation. The Secretary-General retains the discretion to decide, on a case-by-case basis, whether those factors amount to “special circumstances” within the meaning of administrative instruction [ST/AI/2013/3](#), as amended;

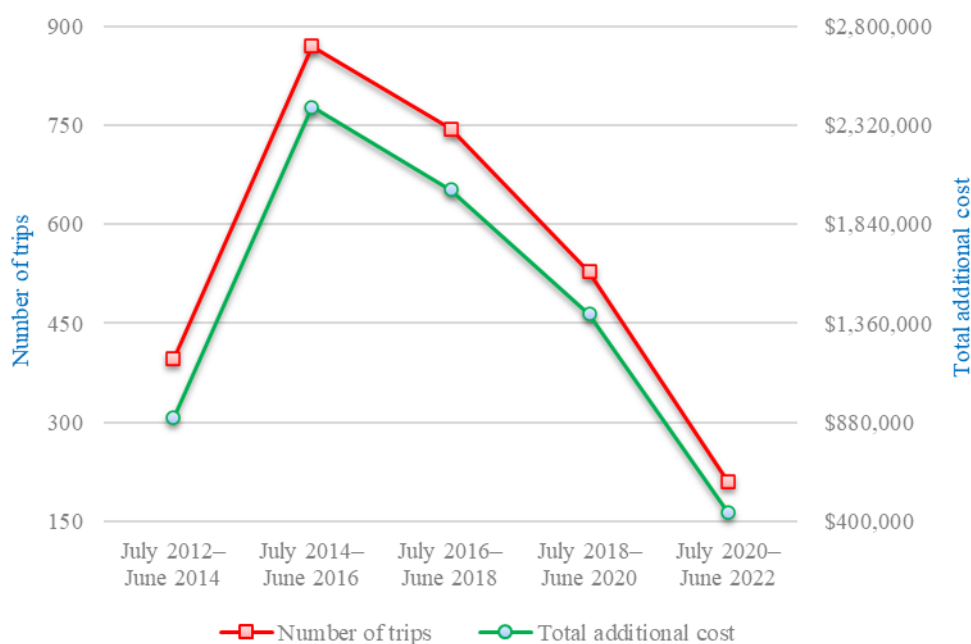
(c) A traveller who is a current or former Head of State or Government is considered an eminent person;

(d) A traveller who is a current or former cabinet minister or who, in the opinion of the Secretary-General, is a significant international figure in the political, scientific, economic, humanitarian or cultural arenas who is providing services to the Organization is considered a prominent person;

(e) Where a traveller, after completing a full day’s work, is required, owing to the exigencies of service, to travel through the night in order to resume work and/or attend a high-profile meeting in another location on the following morning or immediately upon arrival, such a case may be deemed an arduous journey. However, it is advisable to avoid such instances through proper advance travel planning. The Secretary-General retains the discretion to decide, in each particular case, whether the related factors amount to “special circumstances” within the meaning of administrative instruction [ST/AI/2013/3](#), as amended.

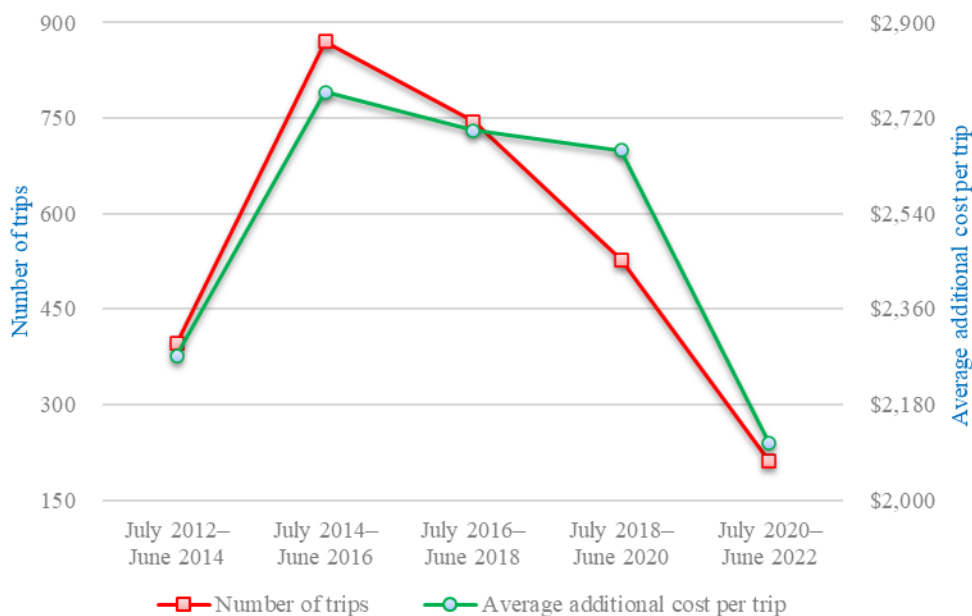
14. As shown in figure V, the number of trips and the total additional cost of the exceptions authorized by the Secretary-General for the Secretariat continued to decrease during the two reporting periods from 1 July 2018 to 30 June 2022 as a result of efforts made by the Administration to limit the number of exceptions, including applying more restrictive criteria for those travellers included under the eminent and prominent categories as defined in paragraph 13 (c) and (d) above, in accordance with resolution [72/262 B](#) and previous resolutions, such as resolution [69/274 A](#). The decrease is also attributed in part to the general reduction in air travel that resulted from the COVID-19 pandemic.

Figure V
Exceptions approved for the Secretariat: trend analysis of the number of trips and total additional cost



15. Figure VI shows that, during the period from 1 July 2020 to 30 June 2022, the average additional cost per trip for the Secretariat decreased to \$2,107, compared with \$2,659 during the previous reporting period. The decrease can be attributed to, among other factors, overall efforts by the Administration to use official travel resources in a cost-effective manner, including through the advance purchase of tickets and by using the most economical routes.

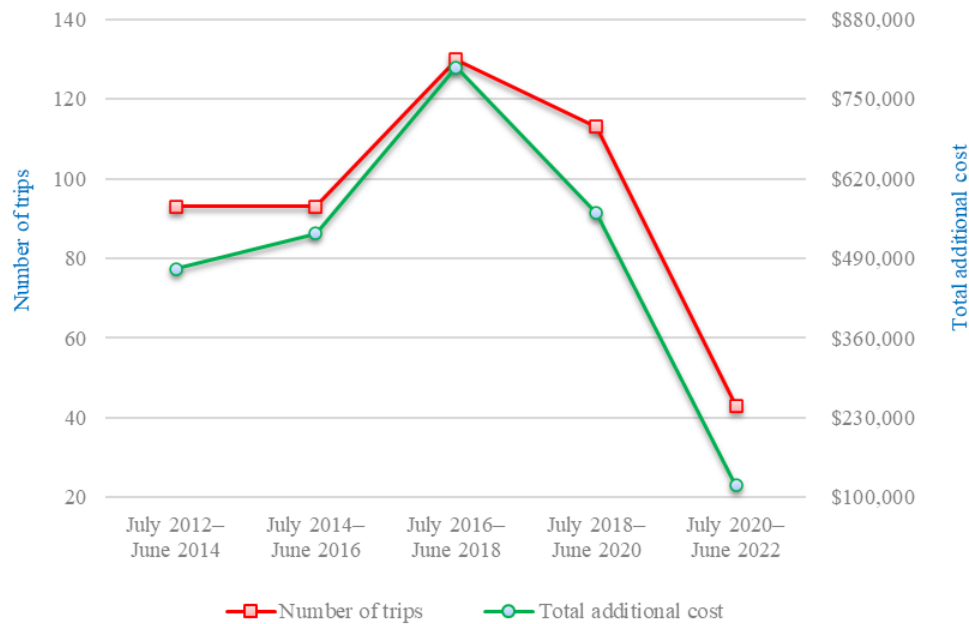
Figure VI
Exceptions approved for the Secretariat: trend analysis of the number of trips and average additional cost per trip



16. Exceptions are also granted where officers from the Department of Safety and Security provide close protection security services to the President of the General Assembly, the Secretary-General or the Deputy Secretary-General and their spouses. As shown in figure VII, during the period from 1 July 2020 to 30 June 2022, there were 43 trips, at an estimated additional cost of \$119,769, compared with 113 trips, at an estimated additional cost of \$563,648, during the previous reporting period.

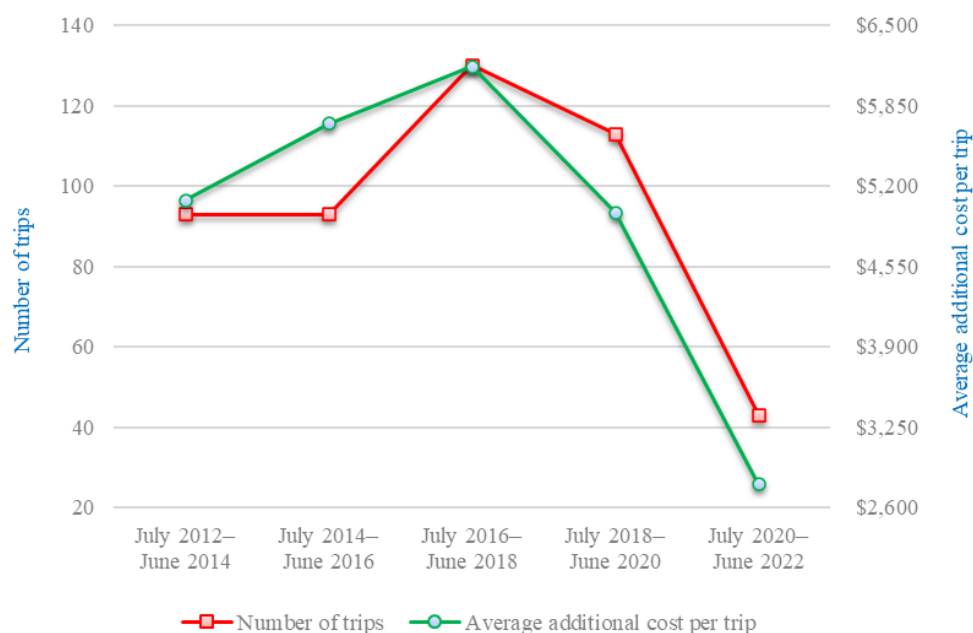
Figure VII

Travel of security officers: trend analysis of the number of trips and total additional cost



17. As shown in figure VIII, the average additional cost per trip for security officers during the reporting period from 1 July 2020 to 30 June 2022 was \$2,785, compared with \$4,988 for the previous reporting period.

Figure VIII
Travel of security officers: trend analysis of the number of trips and average additional cost per trip



18. Pursuant to General Assembly resolution [65/268](#), the present report includes a consolidated summary of the exceptions authorized in respect of the United Nations and its affiliated entities during the two-year period ended 30 June 2022 (see table 1) and a comparative consolidated summary of the exceptions authorized in the two-year period ended 30 June 2020 (see table 2).

Table 1
Summary of exceptions authorized for the United Nations and its affiliated entities,
1 July 2020–30 June 2022

(United States dollars)

Reason for exception	First/mixed class		Business class		Total		Additional cost breakdown	
	Number of trips	Additional cost	Number of trips	Additional cost	Number of trips	Additional cost	Regular budget	Other
Prominent traveller	–	–	274	802 666	274	802 666	173 896	628 770
Medical condition	–	–	75	118 457	75	118 457	69 043	49 414
Eminent traveller	–	–	9	21 049	9	21 049	7 565	13 484
Arduous journey	–	–	36	145 166	36	145 166	27 356	117 810
Regular standard not available	5	8 060	51	69 317	56	77 377	37 849	39 528
Security	10	15 145	33	104 624	43	119 769	119 769	–
Total	15	23 205	478	1 261 279	493	1 284 484	435 478	849 006

Table 2
**Summary of exceptions authorized for the United Nations and its affiliated entities,
 1 July 2018–30 June 2020**

(United States dollars)

<i>Reason for exception</i>	<i>First class</i>		<i>Business class</i>		<i>Total</i>		<i>Additional cost breakdown</i>	
	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Regular budget</i>	<i>Other</i>
Prominent traveller	–	–	609	1 526 614	609	1 526 614	821 838	704 776
Medical condition	–	–	56	110 859	56	110 859	64 263	46 596
Eminent traveller	–	–	28	87 929	28	87 929	44 688	43 241
Arduous journey	–	–	18	55 688	18	55 688	27 658	28 030
Regular standard not available	7	16 844	10	15 439	17	32 283	19 883	12 400
Security	–	–	113	563 648	113	563 648	563 648	–
Total	7	16 844	834	2 360 177	841	2 377 021	1 541 978	835 043

19. A summary of the exceptions authorized for the Secretariat during the period from 1 July 2020 to 30 June 2022 is contained in table 3. Annexes I to V provide detailed information on the numbers, nature and additional costs of the exceptions authorized during that period.

Table 3
Summary of exceptions authorized for the Secretariat, 1 July 2020–30 June 2022

(United States dollars)

<i>Reason for exception</i>	<i>First/mixed class</i>		<i>Business class</i>		<i>Total</i>		<i>Additional cost breakdown</i>	
	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Regular budget</i>	<i>Other</i>
Prominent traveller	–	–	95	254 973	95	254 973	173 896	81 077
Medical condition	–	–	60	85 547	60	85 547	69 043	16 504
Eminent traveller	–	–	4	7 565	4	7 565	7 565	–
Arduous journey	–	–	16	35 155	16	35 155	27 356	7 799
Regular standard not available	4	6 246	32	55 118	36	61 364	37 849	23 515
Security	10	15 145	33	104 624	43	119 769	119 769	–
Total	14	21 391	240	542 982	254	564 373	435 478	128 895

20. A comparative summary of exceptions authorized for the Secretariat during the period from 1 July 2018 to 30 June 2020 is presented in table 4.

Table 4

Summary of exceptions authorized for the Secretariat, 1 July 2018–30 June 2020

(United States dollars)

<i>Reason for exception</i>	<i>First class</i>		<i>Business class</i>		<i>Total</i>		<i>Additional cost breakdown</i>	
	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Regular budget</i>	<i>Other</i>
Prominent traveller	–	–	434	1 171 026	434	1 171 026	821 838	349 188
Medical condition	–	–	46	88 183	46	88 183	64 263	23 920
Eminent traveller	–	–	23	72 435	23	72 435	44 688	27 747
Arduous journey	–	–	16	52 472	16	52 472	27 658	24 814
Regular standard not available	5	15 434	4	4 449	9	19 883	19 883	–
Security	–	–	113	563 648	113	563 648	563 648	–
Total	5	15 434	636	1 952 213	641	1 967 647	1 541 978	425 669

21. A summary of the exceptions authorized in respect of the United Nations-affiliated entities during the two-year period ended 30 June 2022 is contained in table 5, and a summary of those authorized during the two-year period ended 30 June 2020 is shown in table 6. Details of exceptions authorized during the period under review for the United Nations Development Programme, the United Nations Children's Fund, the United Nations Population Fund, the United Nations Capital Development Fund, the Office of the United Nations High Commissioner for Refugees, the United Nations Environment Programme, the United Nations Human Settlements Programme, the United Nations Office on Drugs and Crime, the United Nations Entity for Gender Equality and the Empowerment of Women, the United Nations Office for Project Services and the International Residual Mechanism for Criminal Tribunals are contained in annexes VI to XVI.

Table 5

Summary of exceptions authorized for United Nations-affiliated entities, 1 July 2020–30 June 2022

(United States dollars)

<i>Reason for exception</i>	<i>First class</i>		<i>Business class</i>		<i>Total</i>	
	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>	<i>Number of trips</i>	<i>Additional cost</i>
Prominent traveller	–	–	179	547 693	179	547 693
Medical condition	–	–	15	32 910	15	32 910
Eminent traveller	–	–	5	13 484	5	13 484
Arduous journey	–	–	20	110 011	20	110 011
Regular standard not available	1	1 814	19	14 199	20	16 013
Total	1	1 814	238	718 297	239	720 111

Table 6
Summary of exceptions authorized for United Nations-affiliated entities, 1 July 2018–30 June 2020

(United States dollars)

Reason for exception	First class		Business class		Total	
	Number of trips	Additional cost	Number of trips	Additional cost	Number of trips	Additional cost
Prominent traveller	–	–	175	355 588	175	355 588
Medical condition	–	–	10	22 676	10	22 676
Eminent traveller	–	–	5	15 494	5	15 494
Arduous journey	–	–	2	3 216	2	3 216
Regular standard not available	2	1 410	6	10 990	8	12 400
Total	2	1 410	198	407 964	200	409 374

22. Figures IX and X show that, for the United Nations-affiliated entities, the number of trips increased to 239 during the period from 1 July 2020 to 30 June 2022, compared with 200 during the previous reporting period. The total additional cost also increased, to \$720,111 during the period from 1 July 2020 to 30 June 2022, compared with \$409,374 during the previous reporting period. The average additional cost per trip for the United Nations-affiliated entities also increased, to \$3,013 during the period from 1 July 2020 to 30 June 2022, compared with \$2,047 during the previous reporting period.

Figure IX

Exceptions approved for the United Nations-affiliated entities: trend analysis of the number of trips and total additional cost

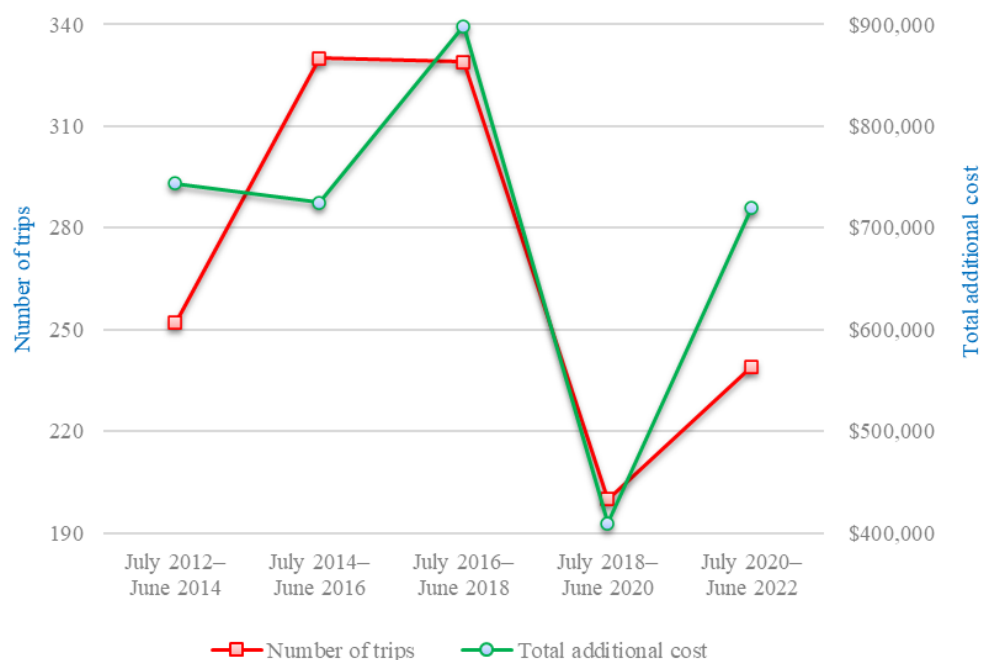
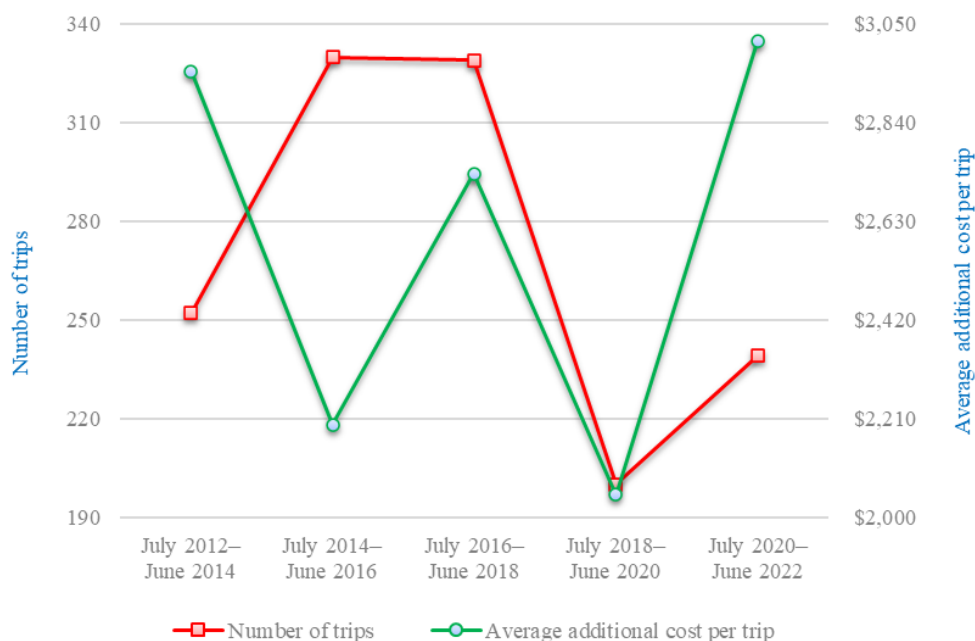


Figure X

Exceptions approved for the United Nations-affiliated entities: trend analysis of the number of trips and average additional cost per trip



V. Updated information on air travel activities

23. In his previous reports ([A/71/741](#), [A/71/741/Corr.1](#), [A/72/716](#), [A/73/705](#) and [A/75/654/Rev.1](#)), the Secretary-General presented to the General Assembly updated information, trends and analysis on air travel activities across the Secretariat.

24. The provision of that information was made possible by, and was based on, data from the Umoja travel module that had been extracted through the business intelligence module and reflected the types and categories of travel as defined in Umoja.

25. For the purposes of the present report, the information presented below corresponds to the period from July 2020 to June 2022.

Travel volume, frequency and purpose

26. Table 7 provides an overview of the number of trips by commercial aircraft purchased by the United Nations, organized by Umoja travel category.

Table 7

Commercial air travel volume by Umoja travel category, 1 July 2020–30 June 2022

(Number of trips)

<i>Travel category</i>	<i>2020</i>		<i>2021</i>		<i>2022</i>	
	<i>July–December</i>	<i>January–June</i>	<i>July–December</i>	<i>January–June</i>	<i>Total</i>	
Official travel	3 979	7 489	20 486	34 228	66 182	
Entitlement travel	293	255	392	184	1 124	
Human resources travel	1 728	2 089	2 580	2 528	8 925	
Uniformed personnel travel	5 448	5 190	5 659	4 778	21 075	
Total	11 448	15 023	29 117	41 718	97 306	

27. Overall air travel volumes decreased significantly (55 per cent), compared with the previous period, as the disrupting effects of the COVID-19 pandemic (e.g. travel-related restrictions) continued throughout most of the current reporting period. Official travel volumes were particularly affected and experienced the sharpest decline, with the number of trips for official travel in the second half of 2020 down approximately 93 per cent from the same time frame in 2019. While travel volumes began to recover over the two-year reporting period, continued volatility and instability in the overall air travel industry have made it difficult to ascertain longer-term statistical trends and allow for meaningful comparisons to pre-pandemic data.

Class of air travel

28. Table 8 provides an overview of the number of trips by commercial aircraft purchased by the United Nations, by standard of accommodation.

Table 8

Commercial air travel volume by standard of accommodation, 1 July 2020–30 June 2022

(Number of trips)

<i>Standard of accommodation</i>	<i>2020</i>		<i>2021</i>		<i>2022</i>	
	<i>July–December</i>	<i>January–June</i>	<i>July–December</i>	<i>January–June</i>	<i>Total</i>	<i>Percentage</i>
Economy class	10 440	13 355	25 709	35 964	85 468	88
Business class	874	1 406	2 711	4 484	9 475	10
First class	–	–	2	2	4	–
Multiple classes of service (including first-class travel)	2	3	5	1	11	–
Multiple classes of service (excluding first-class travel)	132	259	690	1 267	2 348	2
Total	11 448	15 023	29 117	41 718	97 306	100

Voluntary downgrades

29. The Secretariat includes a provision in its official travel policy to encourage voluntary downgrades by providing “premium economy cabins or premium seats” if a staff member voluntarily downgrades.

30. During the period from 1 July 2020 to 30 June 2022, a total of 526 trips were requested in Umoja with a voluntary downgrade, representing 4.4 per cent of all

eligible trips by commercial aircraft purchased by the United Nations. As noted in the previous report of the Secretary-General (A/75/654/Rev.1, para. 31), the Secretariat deployed an enhancement to the Umoja travel module that allowed for the recording of the actual cost difference at the time of trip approval by the travel-processing office.

31. Based on the actual cost savings per ticket recorded in Umoja, the savings for the period from 1 July 2020 to 30 June 2022 are estimated at \$1,561,028.

Travel cost

32. A breakdown of the travel cost by Umoja travel category is presented in table 9. The figures provided include all modes of travel, including non-commercial aircraft, such as United Nations aircraft, train and motor vehicle.

Table 9
Travel cost by Umoja travel category, 1 July 2020–30 June 2022

(Thousands of United States dollars)

Travel category	July–December 2020			January–December 2021			January–June 2022		
	Ticket	Other	Total	Ticket	Other	Total	Ticket	Other	Total
Official travel	3 577	8 095	11 672	34 719	51 923	86 642	61 002	48 785	109 787
Entitlement travel	547	10 282	10 829	1 762	34 982	36 744	521	14 665	15 196
Human resources travel	3 910	1 175	5 085	10 321	2 784	13 105	6 166	967	7 133
Uniformed personnel travel	6 539	579	7 118	13 814	855	14 669	4 917	234	5 151
Total	14 573	20 131	34 704	60 616	90 544	151 160	72 606	64 651	137 257

33. Costs are broken down into ticket costs and other costs. Other costs include all non-ticket expenses, such as daily subsistence allowance and terminal expenses.

Adherence to the advance purchase policy

34. The impact of the COVID-19 pandemic continued to significantly reduce the amount of travel undertaken during the reporting period, with volumes returning to pre-pandemic levels only in the second quarter of 2022. A total of 97,306 trips were undertaken, 55 per cent less than the 216,456 trips reported for the period from 1 July 2018 to 30 June 2020, owing mainly to a 64 per cent reduction in official travel, from 183,214 trips to 66,182 trips.

35. Compliance with the advance purchase policy for travel by commercial aircraft stood at 33 per cent, a decrease from the 38 per cent reported for the period from 1 July 2018 to 30 June 2020 and representing a return to the levels during the period from 1 July 2016 to 30 June 2018. Table 10 provides an overview of compliance across the four travel categories, as well as the average processing time at four key measurement points in the process: the number of days in advance of travel in which requests are submitted for approval and the average number of days taken at three key approval steps of the process.

Table 10

Advance purchase policy adherence, by travel category, 1 July 2020–30 June 2022

<i>Travel category</i>	<i>Number of trips</i>	<i>Adherence (percentage)</i>	<i>Average time (days)^a</i>			
			<i>Submission (21 days requirement)</i>	<i>Human resources partner</i>	<i>Travel and shipment approver</i>	<i>Travel-processing office</i>
Official travel	66 182	25	12.0	N/A	1.1	1.4
Entitlement travel	1 124	40	11.1	3.0	1.9	2.0
Human resources travel	8 925	42	17.1	1.2	1.1	1.0
Uniformed personnel travel	21 075	52	23.4	N/A	0.5	2.5
Total (weighted average)	97 306	33	14.9	1.4	1.0	1.5

Abbreviation: N/A, not applicable.

^a All average times presented in the overall “Total” row are weighted to take account of the number of trips made in each travel category. Weighted averages are used to account for the large variance in the travel volumes associated with each travel category and the difference in workflow steps for entitlement and human resources travel (i.e. the inclusion of a human resources partner approval step).

36. On average, travel requests were submitted 14.9 days in advance of travel, below the 21-day requirement and the 17 days achieved previously. Official travel requests were submitted later compared with the previous period, from an average of 16.4 days in advance to 12 days, as were requests for entitlement travel, from 21.5 days to 11.1 days. Requests for uniformed personnel travel improved against the minimum requirement of 21 days, to 23.4 days. In contrast, the average time to approve requests improved across every travel category. For example, human resources partners reduced the time to approve entitlement travel from 10.4 days to 3 days, and human resources travel from 3.6 days to 1.2 days. Travel and shipment approvers also improved their processing times, from 1.9 days to 1 day, with the travel-processing office remaining at 1.5 days of average processing time per travel request.

37. Table 11 provides an overview of the reasons for not meeting the requirement to submit requests 21 days in advance of travel, broken down by travel category and standard justification for non-compliance. The top three reasons for non-compliance continue to be “late event planning” (25 per cent), “late nomination of traveller” (15 per cent) and “other” (15 per cent). The use of the category “other” decreased from 22 per cent to 15 per cent. As noted in the previous report, this is due in part to a notification reminding travellers to select the most appropriate justification instead of the more generic “other”, increasing the accuracy of the information available.

Table 11

Late submission justification by travel category and stated reason, 1 July 2020–30 June 2022

(Percentage)

<i>Justification for late submission</i>	<i>Official travel</i>	<i>Entitlement travel</i>	<i>Human resources travel</i>	<i>Uniformed personnel travel</i>	<i>Total</i>
Delays in approval processing ^a	9	35	15	7	9
Amendment – no ticket cost impact	–	–	–	–	–
Amendment – ticket cost impact	–	–	–	–	–
Delayed confirmation by traveller	9	2	2	–	7
Exigency of service/operational circumstance	5	8	10	49	12
Late event planning	27	12	29	12	25
Late nomination of traveller	20	–	2	–	15
Other (provide details)	14	16	19	16	15
Related to COVID-19 outbreak	9	25	12	15	11
Trip budget/funding issue	5	2	2	–	4
Visa/travel document delay	2	–	9	1	2

^a This category includes cases in which travellers submit the request more than 21 days before the travel date (hence no mandatory justification needed), but the request is not finalized 16 days before travel.

38. The Secretariat continues to enhance the access of entities to real-time information to help them to monitor and analyse their performance against the advance purchase policy. The Under-Secretary-General for Management Strategy, Policy and Compliance wrote to all Secretariat heads of entity in the first quarter of 2022, requesting them to increase compliance with the advance purchase policy and the use of the monitoring tools available to support entities in improving compliance. Although it is too soon to draw any definitive conclusions, compliance in the second and third quarters of 2022 showed some improvement. As a key component of the second line of defence, the Business Transformation and Accountability Division continues to share quarterly reports with all Secretariat entities (the first line of defence) on key performance indicators in the delegation of authority monitoring framework, including compliance with the advance purchase policy. Additional tools were introduced during the reporting period to support first-line entities. In the second quarter of 2022, the Department of Operational Support deployed a travel statistics dashboard which also visualizes the travel-processing workflow history for entities to pinpoint delays. The dashboard complements the daily report on notification of pending approvals, which the Department introduced in the first quarter of 2020.

39. Improvements in information and tools are starting to enable more in-depth analysis than previously undertaken. For example, in line with the Data Strategy of the Secretary-General, members of the team in the Business Transformation and Accountability Division that monitors delegation of authority key performance indicators completed the in-house data analytics training course, Kamino, in the second quarter of 2022. The team is now piloting how different analytical approaches can increase (a) the quality of insight provided to the entities in the first line of defence, and (b) more targeted monitoring and follow-up by the second line.

Use of alternative methods for mandate implementation

40. The General Assembly, in its resolution [75/253 B](#), reiterated its request to the Secretary-General to hold managers accountable for the judicious use of travel resources, in particular by increasingly encouraging the use of alternative methods of

communication and representation. In her communication to heads of entity mentioned in paragraph 38 above, the Under-Secretary-General for Management Strategy, Policy and Compliance reiterated the Organization's official travel policy contained in administrative instruction [ST/AI/2013/3](#), as amended, regarding the use of alternative methods of communication (e.g. videoconference, audioconference, virtual platforms) and the requirement for certification prior to authorizing travel that direct face-to-face contact is necessary for the travel and that alternative methods have been considered and deemed not effective.

41. Table 12 provides an overview of the number of videoconferences and other virtual and remote participation services organized by the Broadcast and Conference Support Section at Headquarters over the previous five years (2017–2021). While the volume of such supported meetings decreased in 2020 and 2021, it is clear that the significant increase in individual use of such communication technologies due to the impact of the COVID-19 pandemic has to a large extent been replaced by the need for supported videoconferences, which, by their very nature, are more complex and staff-intensive, as well as being augmented by other virtual meeting platforms and information and communications technology support services, as explained in paragraph 42 below.

Table 12

Number of videoconferences and other virtual and remote participation services organized by the Broadcast and Conference Support Section at Headquarters, 2017–2021

2017	2018	2019	2020	2021
21 915	8 057	9 928	5 281	4 975

Note: Includes tests, onboarding sessions, meetings and events.

42. During the reporting period, certain official travel was not undertaken because of COVID-19-related travel restrictions and/or measures such as quarantine and national rules regarding isolation and pandemic containment. This same rationale adversely affected some of the planned face-to-face conferences and workshops during the reporting period. While the operational information and communications technology in support of the Organization during the reporting period was focused on maintaining business continuity, the use of communication tools such as Microsoft Teams, Zoom, Cisco Webex and UniteVC on a self-service and managed basis for hybrid meetings continued to expand. These tools served as a major facilitator in transitioning to the “new normal” patterns of workplace culture, further diversifying the enterprise platforms available for the Secretariat workforce, Member States and United Nations partners to communicate and collaborate. For example, a total of 3,428,643 Microsoft Teams meetings were conducted in the first six months of 2022. Notwithstanding the fact that managers are required to consider alternatives to travel (e.g. videoconference, audioconference) prior to authorizing official travel, it is not possible to assess their impact on travel expenditures; there is no specific correlation, nor is there an estimate of the number of trips that did not occur owing to the use of alternative methods, given that there are no data collected when a trip is not requested.

Lessons learned from COVID-19 in air travel management

43. Pursuant to General Assembly resolution [75/253](#) B, in September 2022 the Secretariat solicited feedback from United Nations entities to further understand some of the lessons learned from COVID-19-related travel restrictions and air travel management. The information collected is reflected below and is intended to

complement the information on lessons learned during the pandemic provided to the General Assembly in the context of proposed budget submissions (see e.g. [A/77/6 \(Sect. 3\)/Add.1](#), [A/77/6 \(Sect. 3\)/Add.2](#), [A/77/6 \(Sect. 3\)/Add.3](#), [A/77/6 \(Sect. 3\)/Add.4](#), [A/77/6 \(Sect. 3\)/Add.5](#) and [A/77/6 \(Sect. 3\)/Add.6](#)) and other relevant documents, such as the report of the Secretary-General on the overview of the financing of the United Nations peacekeeping operations ([A/76/717](#)).

44. Some responding entities indicated that part of their mandate was somewhat affected by the COVID-19-related travel restrictions. Some aspects of mandate delivery reportedly affected included country-level coordination, regional (and subregional) cooperation, conferences, training, outreach visits, technical assistance, mediation, diplomatic exchanges, partnership development and collaboration with other organizations.

45. As a result of the travel restrictions, most of the activities needed to be carried out virtually. Meanwhile, there were some activities involving highly sensitive and confidential information that could not be exchanged remotely. In that light, some entities reported that, for some parts of their mandate and some activities, virtual and/or hybrid modalities were less effective compared with face-to-face interactions, while other entities indicated that virtual and/or hybrid modalities enabled more flexible and diversified participation.

46. Most reporting entities indicated that, owing to the nature of some core mandated activities, such as sensitive negotiations and mediation, in-person discussions were essential for more effective mandate implementation. Some of the reporting entities also indicated that in-person, virtual and hybrid modes of exchange should not be viewed as distinct and competing options but as complementary means for enhanced delivery of mandates. In that light, some entities planned to continue to explore the use of virtual meetings when feasible and most effective, and the use of hybrid modalities where possible. In addition, most reporting entities rated virtual and/or hybrid training, workshops and conferences as less effective than in-person participation for that purpose.

47. Some entities reported challenges with some aspects of virtual modes of working, particularly the need for reliable and steady Internet connections and electricity supply, especially in certain locations.

48. Some reporting entities indicated that they had undertaken some measures, such as broadcast messages to remind staff of the advance purchase policy requirement and the need for compliance; the requirement for non-compliant requests to include concrete strong justification and higher-level approval within the entity; and the sharing of compliance data within the entity on a regular basis and regular self-monitoring at the entity level to measure compliance.

Procurement process for air travel management services

49. The Secretariat continues to pursue the category management strategy for the regional and more standard approach to procurement of air travel management services. In view of the changing travel demand and market conditions, the Secretariat will continue to refine the statement of requirements to ensure that procurement processes are in accordance with the following United Nations procurement principles: (a) best value for money; (b) fairness, integrity and transparency; (c) effective international competition; and (d) the interests of the United Nations.

VI. Use of frequent flyer miles

50. In section I, paragraph 8, of its resolution [72/262](#) B, the General Assembly requested the Secretary-General to continue to monitor industry best practices in the area of frequent flyer miles and to report to the Assembly on any new trends for making use of frequent flyer miles to improve the administration of travel.

51. Reference is made to earlier updates on the topic, in particular the conclusions of a comprehensive study performed by an independent travel consultant ([A/66/676](#), sect. IV), as well as the industry benchmarking updates on the topic ([A/71/741](#) and [A/71/741/Corr.1](#), sect. V, [A/73/705](#), sect. VI, and [A/75/654/Rev.1](#), sect. VI).

52. In order to inform the General Assembly of any possible new trends with regard to frequent flyer miles, the Secretariat collected information in August 2022 on the topic from members of the two travel networks with which it participates for travel management-related benchmarking activities.¹

53. The updated industry benchmarking exercise in 2022 supports previous conclusions, as evidenced in the results, that it is not common practice for larger international organizations and commercial entities to manage a corporate frequent flyer mileage programme. Nearly all of the respondent organizations permit their travellers to collect frequent flyer miles earned during organization-funded travels. This position was echoed in an industry white paper that underpins the conclusion that the administrative burden of managing a corporate frequent flyer mile programme outweighs any expected benefits. According to the industry white paper, administrators of large travel programmes could find themselves spending countless hours properly allocating the benefits to where they are most useful or finding ways to spend miles before they expire at the end of the quarter; however, this is a cumbersome process where there is no return on investment, given the additional staff-hours.

54. Given the nature of airline incentive programmes, opting for a corporate frequent flyer mile programme (if even available) necessarily comes at the expense of higher upfront discounts on airfare. Accordingly, consistent with previous recommendations, and in the absence of any data or analysis that indicates otherwise, the Secretariat continues to negotiate discount agreements with airlines for higher discounts in lieu of frequent flyer miles.

¹ The Secretariat continues to monitor best practices across all areas of travel, including through participation in two travel management networks: the Inter-Agency Travel Network and the Travel Services Benchmark Network. The Inter-Agency Travel Network is a technical working group composed of travel managers from around 75 international organizations, including the Food and Agriculture Organization of the United Nations, the Inter-American Development Bank, the International Atomic Energy Agency, the International Civil Aviation Organization, the International Criminal Court, the International Fund for Agricultural Development, the International Labour Organization, the International Monetary Fund, the International Criminal Police Organization, the North Atlantic Treaty Organization, the Organisation for Economic Co-operation and Development, the Organization for Security and Cooperation in Europe, the Joint United Nations Programme on HIV/AIDS, the United Nations Development Programme, the United Nations Environment Programme, the United Nations Educational, Scientific and Cultural Organization, the secretariat of the United Nations Framework Convention on Climate Change, the United Nations Children's Fund, the United Nations Industrial Development Organization, the World Food Programme, the World Health Organization, the World Intellectual Property Organization, the World Bank and the United Nations Secretariat. The Travel Services Benchmark Network is an industry group composed of travel managers from 14 organizations (almost exclusively from the private sector): ABB, Allstate, Boeing, Dell, Dow, Honeywell, Johnson & Johnson, Merck, Microsoft, Raytheon Technologies, RELX, Siemens, the World Bank and the United Nations Secretariat.

55. The United Nations Headquarters currently has 51 airline discount agreements in place, including 14 global airline discount agreements that are for use across the Secretariat and affiliated agencies. At Headquarters, in the context of significantly reduced overall travel volumes, as previously noted, the corporate discount agreements generated savings of over \$3.1 million over the two-year reporting period.

VII. Lump-sum option

56. In its resolution [67/254 A](#), the General Assembly decided that the Secretary-General should, as an interim measure, revise the provision for determining the lump-sum payment to 70 per cent of the least restrictive economy class fare and requested the Secretary-General to conduct an analysis of the impact of the implementation of the revised provision and to make further proposals. Analysis of the impact of the interim measure has since been included in the reports of the Secretary-General ([A/69/643](#), [A/69/643/Corr.1](#), [A/71/741](#), [A/71/741/Corr.1](#), [A/72/716](#), [A/73/705](#) and [A/75/654/Rev.1](#)).

57. The preliminary outcome based on travel data available after the deployment of Umoja for the period from January to August 2016 was included in document [A/71/741](#) and [A/71/741/Corr.1](#). The analysis showed that the rate of acceptance of the lump-sum payment option had decreased from the 93 per cent cited in the report of the Advisory Committee on Administrative and Budgetary Questions ([A/69/787](#), para. 21) to 74 per cent since the implementation of the interim measure on 12 August 2013. The decreasing trend was attributed to two main factors: (a) the reduction from the previous 75 per cent to 70 per cent of the least restrictive economy class fare, making the lump-sum payment option less attractive to staff; and (b) the elimination of travel days for staff opting for the lump sum.

58. The previous report ([A/75/654/Rev.1](#)) included an analysis of Umoja lump-sum travel data for the period from July 2018 to June 2020. On the basis of data covering the full two-year cycle of travel with the lump-sum option, it was determined that 89 per cent of staff had opted for lump-sum payments, an increase of 11 percentage points in the lump-sum uptake compared with the previous reporting period.

59. For the present report, further analysis of Umoja lump-sum travel data (consisting of home leave, family visit and education grant travel data) was carried out for the period from July 2020 to June 2022. On the basis of data covering the full two-year cycle, it was found that 91 per cent of staff had opted for lump-sum payments, an increase of 2 percentage points in the lump-sum uptake compared with the previous reporting period. Although the lump-sum uptake has been increasing since the reintroduction of travel days on 1 May 2018, it remains lower than the level of acceptance prior to the implementation of the interim measure. It should also be noted that, because COVID-19-related travel restrictions and measures led to higher ticket fares and some flight cancellations, the lump-sum uptake decreased in the second half of 2020, to 88 per cent. Once again, the COVID-19 pandemic and related travel disruptions are likely to have influenced the decision of staff members to opt for an Organization-purchased ticket instead of the lump sum, as noted in the previous report ([A/75/654/Rev.1](#)). With the pandemic situation improving, the lump-sum uptake has gradually increased, to 91 per cent in 2021 and to 92 per cent in the first half of 2022.

60. The review of internal policies of other organizations of the United Nations common system with respect to home leave travel cited in previous reports of the Secretary-General ([A/73/705](#) and [A/75/654/Rev.1](#)) was conducted again in cooperation with the Human Resources Network of the United Nations System Chief Executives Board for Coordination in August 2022. The findings confirmed that:

- (a) Only three organizations did not offer a lump-sum payment option;

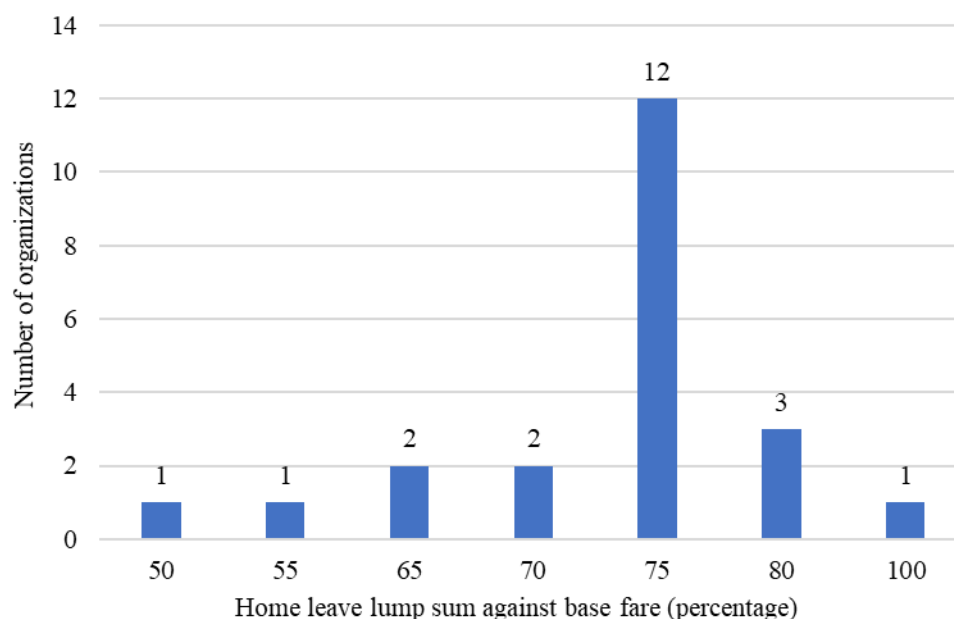
(b) The base fare used for calculating the lump sum varied among the organizations; however, the vast majority quoted unrestricted, the least restrictive or full economy fare;

(c) The Secretariat's current use of the least restrictive economy class ticket as its basis for the calculation of the lump sum aligned with the vast majority of other common system organizations.

61. With respect to the percentage of the base fare quoted by the organizations to determine a lump-sum payment rate, figure XI provides a summary of the distribution among the 22 organizations that offered both the option of lump-sum payment and that of payment of actual travel expenses (i.e. purchase of the ticket by the organization, and terminal and baggage expenses).

Figure XI

Distribution of the home leave lump-sum payment rate across the common system organizations



62. Data were received from 25 organizations across the common system on their lump-sum option for home leave. The reported information showed that 3 organizations did not offer a lump-sum option for home leave but paid only the actual travel expenses, 2 organizations offered only a lump-sum option, and 20 organizations offered lump-sum payments as an option in lieu of actual travel expenses. All 22 organizations offering a lump-sum option reported on the percentages of the airline ticket cost that they used to calculate the lump-sum option payable. Some organizations reported their uptake of the home leave lump-sum option as follows:

(a) Nine organizations reported an average lump-sum uptake of over 90 per cent for the period from 1 July 2020 to 30 June 2022;

(b) Five organizations reported no change to the calculation of the lump sum but did not give exact percentages;

(c) Some organizations indicated that entitlement travel, significantly reduced during the initial periods of the pandemic, picked up again in 2021; home leave taken during the summer of 2022 went back to normal uptake rates.

63. As indicated in documents [A/73/705](#) and [A/75/654/Rev.1](#), the lump-sum option generates a cost reduction of 21 per cent per traveller, on average, compared with the total cost of payment of actual travel expenses. The administrative overhead for the lump-sum option is also reduced, as it does not require the involvement of an external travel agency. Since the interim measure was introduced in 2013, the acceptance rate for the lump-sum option remained below the 93 per cent level recorded prior to 2013.

64. In its resolution [75/253](#) B, the General Assembly requested the Secretary-General to review the use of the least restrictive economy class fare as the basis for determining the lump sum for home leave travel, including the staff uptake and appropriateness of the unaccompanied baggage entitlement. In addition, in its resolution [76/240](#), the Assembly invited ICSC to undertake a comprehensive assessment and review of the compensation package for the United Nations common system, for the consideration of the Assembly at its eighty-first session. The unaccompanied shipment for entitlement travel, including home leave, is a United Nations common system matter and within the purview of ICSC. It is important to note that, while unaccompanied shipment is part of the normal entitlement for home leave travel, the lump-sum option is in lieu of all other related home leave entitlements, including unaccompanied shipment, except for travel days.

65. In accordance with General Assembly resolutions [72/262](#) B and [75/253](#) B, ICSC reviewed system-wide standards of accommodation for air travel and considered possible approaches with a view to harmonization among common system organizations. In its report for 2022 ([A/77/30](#)), following its review of the system-wide standards of accommodation for air travel and with regard to the lump-sum option for home leave travel, ICSC decided to encourage the common system organizations to offer lump-sum options at the rate of 75 per cent of the least restrictive economy class ticket for entitlement travel. ICSC thus reconfirmed the use of the least restrictive economy class fare as the basis for determining the lump sum for home leave travel.

66. In order to further improve the effectiveness and efficiency of travel management in the Secretariat and to incentivize greater use of the lump-sum option, the Secretary-General proposes to discontinue the interim measure of determining the lump-sum payment at 70 per cent of the least restrictive economy ticket and reverting to 75 per cent, for the following reasons:

(a) Reinstating the 75 per cent is consistent with the ICSC decision to encourage harmonization of the lump-sum option across common system organizations at the rate of 75 per cent;

(b) The current level of reimbursement for calculating the lump-sum payment (i.e. 70 per cent of the least restrictive economy class fare) is lower than that offered by most of the other United Nations common system organizations;

(c) The lump-sum option is cost-effective, as explained in paragraph 63 above;

(d) The lump-sum uptake remains below the level reached before the implementation of the interim measure nine years ago.

VIII. Single threshold for the use of business class by staff below the level of Assistant Secretary-General (and eligible family members)

67. The General Assembly, in its resolution [72/262](#) B, requested the Secretary-General to include, in his report to the Assembly at its seventy-third session, an

analysis and recommendations concerning a single threshold for the use of business class by staff below the level of Assistant Secretary-General (and eligible family members) that should, in most years, be expected to maximize the use of limited travel budgets. In response to that request, the Secretary-General, in his previous reports ([A/73/705](#) and [A/75/654/Rev.1](#)), submitted detailed proposals to replace the existing dual threshold and simplify a key aspect of the official travel policy, thereby supporting a more efficient administration of travel processes in the Secretariat which could facilitate greater use of online booking tools.

68. Following the presentation of the report of the Secretary-General at the seventy-fifth session, the General Assembly decided in its resolution [75/253 B](#) to consider the proposals of the Secretary-General on a single threshold for official travel with any updates, if applicable, at its seventy-seventh session.

69. As explained earlier in the present report, the disrupting effects of the COVID-19 pandemic (e.g. travel-related restrictions) continued throughout most of the current reporting period. Volatility and instability in the overall air travel industry, in terms of capacity, pricing and route availability, persisted in 2022. The market conditions considerably reduced the ability of the Secretariat to ascertain longer-term statistical trends and allow for meaningful comparisons to pre-pandemic data.

70. Accordingly, the proposal and recommendation of the Secretary-General to adopt a single threshold model for official travel of staff below the level of Assistant Secretary-General (and eligible family members) for select travel categories remain as detailed in his previous report ([A/75/654/Rev.1](#), sect. VIII).

71. It may be recalled that the proposal was based on an analysis of a significantly expanded and improved data set, extracted from Umoja, and encompassed a full four years of historical data, two more than in the previous analysis, and that the number of trips under analysis was also enlarged to 79,331 trips, nearly a sixfold increase from the 13,412 trips used in the prior analysis. The data set also represents over 63 per cent of the total eligible trips. Moreover, the analysis had been modelled using a combination of internal Umoja business intelligence data (to determine the Secretariat's travel patterns over the past four years) and external data obtained from travel management companies, as well as published airline flight scheduling information. The external data were used to complement and enrich the internal trip statistics with actual flight time data, which are not captured in Umoja (*ibid.*, paras. 88–96).

72. Given the aforementioned volatility of the air travel industry during the 2020–2022 period, it would not be prudent to introduce additional data from the period into the data set to update the proposal's analysis, as they are not considered a reliable or accurate predictor of future travel patterns, pricing or trends in air travel, given the extraordinary market circumstances brought about by the COVID-19 pandemic. This was recognized in General Assembly resolution [75/253 B](#), in which the Assembly recognized the limited statistical value of travel data for 2020 and 2021 owing to the pandemic.

73. As outlined in the previous reports of the Secretary-General ([A/72/716](#), sect. III, [A/73/705](#), sect. VIII, and [A/75/654/Rev.1](#), sect. VIII), the current travel policy leads to less efficient travel administration and limits opportunities for streamlining and automation. This includes preventing greater use of online booking tools that have become a standard platform in the travel industry to meet client needs. Specifically, the existing dual threshold (9 hours direct flights/11 hours indirect flights), with its consideration of a maximum of two hours of connection time for the determination of the standard of accommodation, results in a labour-intensive process, as those provisions are not supported by airline ticketing systems or online booking tools,

necessitating manual adjustments by travel unit staff and contracted travel agencies to otherwise readily available flight data.

74. A more efficient travel process must be facilitated by greater use of online booking tools, which necessitates a simplification of the current travel policy by replacing the existing dual threshold and the consideration of a maximum of two hours of connection time with a single threshold model.

75. With that improvement in mind, and taking into account the benefits outlined in the previous report ([A/75/654/Rev.1](#), paras. 83–84), it is proposed that a single threshold methodology based on total flight time (calculated by combining the flying time of all legs of the journey to a given destination) be implemented for the use of business class by staff below the level of Assistant Secretary-General (and eligible family members) when conducting official travel (with the exception of travel on, inter alia, training, and medical and security evacuation) or human resources travel. The single threshold would replace the current dual threshold of 9 hours (direct flights)/11 hours (indirect flights).

76. The single threshold is recommended to be set at 9.5 hours (i.e. total flight time must exceed 9.5 hours to qualify for a business class standard of accommodation). As indicated in the summary of the data model analysis in table 13 of document [A/75/654/Rev.1](#), not only does that threshold level represent an approach that simplifies the official travel policy and realizes process efficiencies, but it is also expected to maximize the use of limited travel budgets in most years, given that the expected impact would be a reduction in both the overall volume of business class flights and ticket costs. The threshold level also retains the Secretariat's relatively strict policy on travelling in business class, compared with other international organizations.

77. Pursuant to General Assembly resolution [67/254 A](#), the current administrative instruction on official travel was promulgated in 2013. As explained in the previous report (*ibid.*, paras. 67–70), in the light of the experience gained since the promulgation of the administrative instruction, it has become apparent that the process for determining the standards of accommodation for air travel is not efficient. At present, determination of the appropriate standard of accommodation for each traveller is complex, requiring manual calculations by travel units and by contracted travel management companies. Applying the provisions of resolution [67/254 A](#) is not supported by airline ticketing systems or online booking tools. Thus, it is not possible to use readily available flight data from global distribution systems to determine the appropriate standard of accommodation. Instead, it is necessary to make manual adjustments to such data in order to book trips in compliance with the current travel policy. The requirement for manual calculations negatively affects the efficiency of the overall travel process and prevents further automation of United Nations travel processes, including the use of, and integration with, the online booking tools used in the travel industry.

78. On the basis of those lessons learned, and in the context of his report entitled "Shifting the management paradigm in the United Nations: ensuring a better future for all" ([A/72/492](#)), the Secretary-General proposes to further simplify and improve the existing Secretariat travel policy by implementing a revised model for determining the standard of accommodation for business class travel for staff below the level of Assistant Secretary-General based on a single threshold calculated on the basis of total flight time.

IX. Actions to be taken by the General Assembly

79. The General Assembly is requested:

(a) To discontinue the remaining part of the interim measure, whereby the lump-sum payment is set at 70 per cent of the least restrictive economy ticket, and to revert to the normal 75 per cent for the lump-sum option, consistent with the ICSC decision to encourage the harmonization of the lump-sum option across the United Nations common system;

(b) To adopt a single threshold model for official travel of staff below the level of Assistant Secretary-General (and eligible family members) for select travel categories;

(c) To establish that the standard of accommodation for air travel will be business class if the total flight time (consisting of the combined flying time of all legs of the journey to a given destination) is over 9.5 hours.

Annex I

Exceptions authorized owing to the prominence of the travellers, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Department of Economic and Social Affairs		
1. Minister of Planning and Development, Trinidad and Tobago	Port of Spain/Lisbon/Port of Spain	5 056
2. Minister of Tourism, Jamaica	Kingston/Lisbon/Kingston	5 878
Department for General Assembly and Conference Management		
3. Minister for Economic Development, Enterprise, Telecommunications and the Gibraltar Savings Bank, Government of Gibraltar	Gibraltar/London/Bridgetown/Dominica	4 363
4. Former Minister of Infrastructure and Communities, and Environment and Climate Change, Canada	Ottawa/New York/Ottawa	650
5. Special Assistant to the President of the General Assembly at the ambassador level seconded from the Permanent Mission of India to the United Nations	New York/Bangkok/Denpasar/New York	579
Department of Political and Peacebuilding Affairs/Department of Peace Operations		
6. Former Special Representative of the Secretary-General for the Democratic Republic of the Congo	Algiers/Abidjan/Algiers	4 300
7. Member of the sixth Peacebuilding Fund Advisory Group	Accra/New York/Accra	1 914
8. Member of the sixth Peacebuilding Fund Advisory Group	Cologne/New York/Cologne	3 021
9. Member of the sixth Peacebuilding Fund Advisory Group	Vienna/New York/Vienna	2 269
10. Former Under-Secretary-General for Field Support	Houston/Stockholm/London	2 806
Economic Commission for Latin America and the Caribbean		
11. Minister of State and Director of the Office of Planning and Budget, Uruguay	Montevideo/Panama City/San José/Panama City/Montevideo	965
Economic and Social Commission for Asia and the Pacific		
12. Secretary-General, South Asian Association for Regional Cooperation	Kathmandu/Colombo/ Kathmandu	1 065
United Nations Economic and Social Commission for Western Asia		
13. Minister of Women's Affairs, State of Palestine	Ramallah/Amman/Beirut/Amman/Ramallah	249
14. Minister for Foreign Affairs and International Cooperation, Somalia	Mogadishu/Beirut/Mogadishu	1 542
15. Minister of Trade and Supply, Sudan	Khartoum/Beirut/Khartoum	762
16. Ambassador of Algeria to Germany	Algiers/Beirut/Algiers	420
17. Minister of Communications and Information Technology, State of Palestine	Amman/Beirut/Amman	278
18. Former Minister of Finance and Economic Planning, Sudan	Cairo/Amman/Cairo	296
19. Minister of Social Affairs and Labour, Yemen	Aden/Amman/Aden	421
20. Secretary-General, League of Arab States	Egypt/Muscat/Egypt	995
21. Minister of Industry, Sudan	Khartoum/Muscat/Khartoum	2 460
22. Deputy Minister of Planning for Technical Affairs, Iraq	Baghdad/Muscat/Baghdad	2 790
23. Assistant Secretary-General, League of Arab States	Egypt/Muscat/Egypt	1 275
24. Former Minister of the Displaced, Lebanon	Beirut/Amman/Beirut	150
25. Former minister, Costa Rica	San José/Amman/San José	5 900
26. Former Minister for Foreign Affairs, Algeria	Algiers/Amman/Algiers	1 350
27. Minister of State for Women's Affairs, Libya	Tripoli/Amman/Tripoli	700

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Office of Administration of Justice		
28. Member of the Internal Justice Council	Montreal/Frankfurt/Amsterdam/ Frankfurt/Montreal	2 150
Office for the Coordination of Humanitarian Affairs		
29. Minister of Humanitarian Affairs and Disaster Management, Somalia	Mogadishu/Addis Ababa/ Mogadishu	2 808
30. Former Under-Secretary-General for Safety and Security	San Diego/Addis Ababa/Mekelle/ Shire/Kombolcha/Addis Ababa/ San Diego	6 916
31. Former Under-Secretary-General for Safety and Security	San Diego/Geneva/Montreux/ Geneva/San Diego	6 249
32. Former Under-Secretary-General for Safety and Security	San Diego/New York/Mozambique/ San Diego	5 052
33. Former Deputy Special Representative of the Secretary-General for Somalia	New York/Juba/New York	9 115
34. Former Deputy Special Coordinator for the Middle East Peace Process	Glasgow/Doha/Kabul/Doha/ Glasgow	4 992
35. Former Deputy Special Representative of the Secretary-General for Iraq	Madrid/Ouagadougou Madrid	1 865
36. Minister of Economy, Development Planning and International Cooperation, Chad	N'Djamena/Geneva/Brussels/ N'Djamena	1 985
37. Minister of Humanitarian Action and Disaster Management, Niger	Paris/Malabo/Niamey	507
Office of the United Nations High Commissioner for Human Rights		
38. Member of the African Commission on Human and Peoples' Rights	Lusaka/Banjul/Lusaka	3 695
Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States		
39. Minister for Foreign Affairs and International Cooperation, Malawi	Lilongwe/Geneva/Lilongwe	3 867
40. Minister of Finance, Bangladesh	Dhaka/Geneva/Dhaka	2 979
41. Minister for Foreign Affairs, Guinea-Bissau	Accra/Helsinki/Bissau	880
42. Senator and Minister of State, Grenada	Saint George's/Koror/Saint George's	778
Office of the Special Envoy of the Secretary-General for Syria		
43. Co-Chair of the Syrian Constitutional Committee	Geneva/Jeddah	2 440
44. Co-Chair of the Syrian Constitutional Committee	Istanbul/Geneva/Istanbul/Jeddah	4 565
45. Co-Chair of the Syrian Constitutional Committee	Istanbul/Geneva/New York	4 630
Technology Bank for the Least Developed Countries		
46. Member of the Council of the Technology Bank for the Least Developed Countries	Washington, D.C./Istanbul/ Washington, D.C.	5 725
47. Chair of the Council of the Technology Bank for the Least Developed Countries	Khartoum/Dubai/Istanbul/Dubai/ Khartoum	1 471
United Nations Conference on Trade and Development		
48. Former Minister of Trade and Industry, South Africa	Cape Town/Geneva/Cape Town	4 926
Economic Commission for Africa		
49. Ambassador of Ethiopia to Kenya	Nairobi/Addis Ababa/Awasa/ Nairobi	682
50. Commissioner for Agriculture, Rural Development, Blue Economy and Sustainable Development, African Union Commission	Addis Ababa/Kigali/Addis Ababa	2 196
51. Vice-Prime Minister and Minister of Education, Tertiary Education, Science and Technology, Mauritius	Mahlberg/Johannesburg/Kigali/ Nairobi/Mauritius	1 852
52. Minister of Education, Central African Republic	Bangui/Kigali/Bangui	352
53. Minister of Environment, Congo	Nairobi/Kigali/Nairobi	1 314

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
54. Prominent Professor of Economics and Finance, New York University	Düsseldorf/Amsterdam/Paris/Dakar/Paris/Amsterdam/Düsseldorf	2 640
55. Managing Director and Founder of Blue like an Orange Sustainable Capital	Paris/Dakar/Paris	2 647
56. North Star Distinguished Professor and Associate Provost, Case Western Reserve University	Columbus/New York/Dakar/New York/Columbus	1 517
57. Former Minister of Health, Mali	Bamako/Lomé/Dakar/Lomé/ Bamako	389
58. Minister of Trade and Industry, South Sudan	Juba/Addis Ababa/Kigali	2 995
Economic Commission for Europe		
59. Minister of Urban and Rural Hydraulics, Chad	N'Djamena/Geneva/N'Djamena	3 277
60. Minister of Natural Resources and Energy, Guinea-Bissau	Bissau/Geneva/Bissau	2 945
61. Minister of Fisheries and Water Resources, Gambia	Banjul/Geneva/Banjul	3 060
62. Vice-President of the Plurinational State of Bolivia	La Paz/Geneva/La Paz	5 023
63. Minister of Water and Sanitation, Senegal	Dakar/Geneva/Dakar	2 073
64. Minister of Water and Village Hydraulics, Togo	Lomé/Geneva/Lomé	5 029
United Nations Regional Office for Central Africa		
65. Minister for Foreign Affairs, Cameroon	Yaoundé/Bujumbura/Yaoundé	719
66. Minister for Foreign Affairs, Central African Republic	Bangui/Bujumbura/Bangui	4 305
67. Minister for Foreign Affairs, Congo	Brazzaville/Bujumbura/Brazzaville	3 130
68. Minister for Foreign Affairs, Sao Tome and Principe	Lisbon/Bujumbura/Sao Tome	4 835
69. State Secretary, Ministry of Foreign Affairs, Chad	N'Djamena/Bujumbura/N'Djamena	1 960
70. State Secretary, Ministry of Foreign Affairs, Equatorial Guinea	Malabo/Bujumbura/Malabo	3 286
71. Minister for Foreign Affairs, Burundi	Bujumbura/Libreville/Bujumbura	2 225
72. Minister for Foreign Affairs, Central African Republic	Bangui/Libreville/Bangui	2 921
73. Minister for Foreign Affairs, Chad	N'Djamena/Libreville/N'Djamena	1 774
74. President of the Truth and Reconciliation Commission, Burundi	Bujumbura/Kinshasa/Bujumbura	3 229
75. Minister of Culture, Chad	N'Djamena/Kinshasa/N'Djamena	2 643
76. Former Minister of Social Affairs, Gabon	Libreville/Kinshasa/Libreville	4 155
77. Minister for Foreign Affairs, Burundi	Bujumbura/Yaoundé/Bujumbura	2 162
78. Minister of Defence, Central African Republic	Bangui/Yaoundé/Bangui	1 856
79. Minister for Foreign Affairs, Democratic Republic of the Congo	Kinshasa/Yaoundé/Kinshasa	1 846
80. Minister for Foreign Affairs, Congo	Brazzaville/Yaoundé/Brazzaville	1 552
81. Minister for Foreign Affairs, Gabon	Libreville/Yaoundé/Libreville	1 200
82. Minister of Justice, Sao Tome and Principe	Sao Tome/Yaoundé/Sao Tome	1 856
83. Minister for Foreign Affairs, Chad	N'Djamena/Yaoundé/N'Djamena	3 473
84. Minister for Foreign Affairs, Central African Republic	Bangui/Yaoundé/Bangui	1 846
Office for Disarmament Affairs		
85. Ambassador and President-designate of the tenth Non-Proliferation Treaty Review Conference, Argentina	Buenos Aires/Geneva/Amman/Buenos Aires	2 091
86. Member of the Advisory Board on Disarmament Matters	Tallinn/New York/Tallinn	2 238
87. Member of the Advisory Board on Disarmament Matters	Tokyo/New York/Tokyo	5 838
88. Member of the Advisory Board on Disarmament Matters	Lagos/New York/Lagos	1 272
89. Member of the Advisory Board on Disarmament Matters	Moscow/New York/Moscow	8 935
90. Member of the Advisory Board on Disarmament Matters	Kuwait City/New York/Kuwait City	6 337

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
United Nations Office for West Africa and the Sahel		
91. Prominent Religious Leader and Founder of Centre for Religious Concord, Mali	Bamako/Dakar/Bamako	1 153
92. Minister of Women and Protection of Early Childhood, Chad	N'Djamena/Nouakchott/N'Djamena	3 200
93. Executive Secretary of the Group of Five for the Sahel	Ouagadougou/N'Djamena/ Nouakchott	1 800
94. Ambassador and Special Adviser to the Minister for Foreign Affairs and Regional Integration, Ghana	Accra/Dakar Accra	1 828
United Nations Assistance Mission in Somalia		
95. Minister of Humanitarian Affairs and Disaster Management, Somalia	Mogadishu/Geneva/Mogadishu	1 268
Total		254 973

Annex II

Exceptions authorized owing to medical conditions, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Counter-Terrorism Committee Executive Directorate		
1. Chief of Administration and Information Office	Moscow/Istanbul/Moscow	500
Department of Political and Peacebuilding Affairs/Department of Peace Operations		
2. Senior Expert Consultant, Office of Counter-Terrorism	Washington, D.C./Amman/Washington, D.C.	1 457
3. Senior Expert Consultant, Office of Counter-Terrorism	Washington, D.C./Amman/Washington, D.C.	3 470
4. Political Affairs Officer	London/New York	1 705
5. Political Affairs Officer	New York/Alicante/Madrid/New York	2 018
Department of Safety and Security		
6. Security Officer	New York/Glasgow	4 500
Resident Coordinator Office in Mexico		
7. Resident Coordinator	Mexico City/San José/Mexico City	200
Economic and Social Commission for Western Asia		
8. Staff member	Beirut/Cape Town	4 562
United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic		
9. Military contingent, Zambia	Entebbe/Lusaka	735
10. Medical escort for military contingent, Zambia	Entebbe/Lusaka	1 569
11. Military contingent, Tanzania	Bangui/Dar es Salaam	400
12. Police officer, Congo	Bangui/Brazzaville	662
13. Medical escort for police officer, Congo	Bangui/Brazzaville	662
14. Military contingent, Zambia	Bangui/Lusaka	933
15. Military contingent, Bangladesh	Entebbe/Dhaka	57
16. Medical escort for military contingent, Bangladesh	Entebbe/Dhaka	57
17. Police officer, Cameroon	Entebbe/Yaoundé	140
18. Medical escort for police officer, Cameroon	Entebbe/Yaoundé	140
United Nations Multidimensional Integrated Stabilization Mission in Mali		
19. Military contingent, Nigeria	Bamako/Abuja	1 200
20. Military contingent, Guinea	Bamako/Conakry	800
21. Military contingent, Sri Lanka	Dakar/Colombo	1 065
22. Medical escort for military contingent, Sri Lanka	Dakar/Colombo	800
23. Military contingent, Togo	Dakar/Lomé	800
24. Medical escort for military contingent, Togo	Dakar/Lomé	800
25. Military contingent, Bangladesh	Dakar/Dhaka	1 200
26. Medical escort for military contingent, Bangladesh	Dakar/Dhaka	1 200
27. Military contingent, Chad	Dakar/N'Djamena	607
28. Military contingent, Egypt	Bamako/Cairo	650
29. Military contingent, Egypt	Bamako/Cairo	650
30. Medical escort for military contingent, Egypt	Bamako/Cairo	650

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
31. Military contingent, Chad	Bamako/N'Djamena	200
32. Military contingent, Chad	Bamako/N'Djamena	200
33. Military contingent, Chad	Bamako/N'Djamena	200
34. Medical escort for military contingent, Chad	Bamako/N'Djamena	300
35. Military contingent, Burkina Faso	Bamako/Ouagadougou	272
36. Military contingent, Burkina Faso	Bamako/Ouagadougou	272
37. Medical escort for military contingent, Burkina Faso	Bamako/Ouagadougou	272
38. Military contingent, Chad	Bamako/N'Djamena	200
39. Military contingent, Côte d'Ivoire	Bamako/Abidjan	120
40. Medical escort for military contingent, Côte d'Ivoire	Bamako/Abidjan	120
41. Military contingent, Guinea	Dakar/Conakry	300
42. Military contingent, Togo	Bamako/Lomé	300
43. Medical escort for military contingent, Togo	Bamako/Lomé	300
44. Military contingent, Senegal	Bamako/Dakar	300
45. Medical escort for military contingent, Senegal	Bamako/Dakar	300
46. Staff member	Bamako/London	2 000
47. Medical escort for staff member	Bamako/London	2 000
48. Military contingent, Ghana	Bamako/Accra	600
49. Medical escort for military contingent, Ghana	Bamako/Accra	600
United Nations Organization Stabilization Mission in the Democratic Republic of the Congo		
50. Senior Staff Assistant	Nairobi/New York	3 289
51. Military contingent, Guatemala	Goma/Guatemala City	9 381
52. Medical escort for military contingent, Guatemala	Goma/Guatemala City	11 488
53. Police officer, India	Entebbe/Dubai/New Delhi	2 163
54. Medical escort for police officer, India	Entebbe/Dubai/New Delhi	2 163
Office for the Coordination of Humanitarian Affairs		
55. Head of Office in Yemen	Amman/Doha/Geneva/Delhi/Amman	5 590
African Union-United Nations Hybrid Operation in Darfur		
56. Military contingent, Rwanda	Khartoum/Kigali	1 452
Economic Commission for Africa		
57. Staff member	Addis Ababa/Dubai/Addis Ababa	1 406
United Nations Interim Force in Lebanon		
58. Military contingent, China	Beirut/Beijing	2 285
59. Medical escort for military contingent, China	Beirut/Beijing	1 190
United Nations Support Office in Somalia		
60. Staff member	Nairobi/Manila	2 095
Total		85 547

Annex III

Exceptions authorized owing to the eminence of the travellers, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Economic Commission for Africa		
1. Former Prime Minister of Kenya and High Representative for Infrastructure Development in Africa for the African Union Commission	Nairobi/Addis Ababa/Awasa/ Nairobi	682
Economic Commission for Europe		
2. Former President of Slovenia	Ljubljana/Geneva	582
United Nations Regional Office for Central Africa		
3. Former Head of State of the Central African Republic	Bangui/Kinshasa/Bangui	2 112
Department for General Assembly and Conference Management		
4. Former President of Liberia	Monrovia/New York/Monrovia	4 189
Total		7 565

Annex IV

Exceptions authorized owing to arduous journeys, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Department of Operational Support		
1. Staff member	New York/Abuja	2 165
2. Staff member	Khartoum/Addis Ababa/Nairobi	691
Executive Office of the Secretary-General		
3. Staff member	New York/Abuja	2 165
4. Staff member	New York/Berlin	2 395
5. Staff member	New York/Brussels	2 800
6. Staff member	New York/Brussels	2 800
7. Staff member	New York/Edinburgh	1 865
8. Staff member	New York/Geneva	3 077
9. Staff member	New York/Glasgow	2 302
10. Staff member	New York/Rome	2 698
11. Staff member	New York/Rome	2 698
12. Staff member	New York/Vienna	2 945
United Nations Multidimensional Integrated Stabilization Mission in the Central African Republic		
13. Military officer	Bangui/Nairobi/Doha/Bangkok/Doha/Nairobi/Bangui	1 611
Office for the Coordination of Humanitarian Affairs		
14. Staff member	Addis Ababa/Paris/Geneva/New York	903
15. Staff member	New York/Rzeszow/Lviv/New York	2 932
16. Staff member	Warsaw/Amman	1 108
Total		35 155

Annex V

Exceptions authorized owing to the unavailability of regular standards of accommodation, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
First class		
Advisory Committee on Administrative and Budgetary Questions		
1. Member of the Advisory Committee on Administrative and Budgetary Questions	Gainesville/New York/Gainesville	1 182
Department of Political and Peacebuilding Affairs/Department of Peace Operations		
2. Under-Secretary-General for Peace Operations	New York/Oran/Seoul/New York	3 091
Executive Office of the Secretary-General		
3. Deputy Secretary-General	New York/Washington, D.C./New York	1 300
4. Deputy Secretary-General	New York/Washington, D.C./New York	673
Business class		
Department of Operational Support		
5. Military officer	Casablanca/Abidjan	400
6. Military officer	Casablanca/Abidjan	400
7. Military officer	Casablanca/Abidjan	400
8. Military officer	Casablanca/Abidjan	400
9. Military officer	Casablanca/Abidjan	649
10. Military officer	Casablanca/Abidjan	649
11. Military officer	Casablanca/Abidjan	649
12. Military officer	Casablanca/Abidjan	649
13. Staff member	Islamabad/Dhaka	5 983
14. Staff member	Islamabad/Dhaka	5 019
15. Police officer	Islamabad/Dhaka	4 827
Economic and Social Commission for Western Asia		
16. Spouse of staff member	Beirut/Sydney/Beirut	8 000
17. Staff member	Beirut/Sydney/Beirut	8 000
United Nations Multidimensional Integrated Stabilization Mission in Mali		
18. Staff member	Bamako/Nouakchott	125
Department for General Assembly and Conference Management		
19. Staff member	Abidjan/Libreville/Luanda	871
Department of Political and Peacebuilding Affairs/Department of Peace Operations		
20. Staff member	Dhaka/Doha	2 500
21. Staff member	Moscow/Malaga/Moscow	2 398
Department of Safety and Security		
22. Security officer	New York/Lisbon/Geneva/New York	652
23. Security officer	New York/San José	4 900
Economic Commission for Latin America and the Caribbean		
24. Staff member	Santiago/Caracas	1 534
25. Staff member	Santiago/Caracas	1 534

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
United Nations Mission for the Referendum in Western Sahara		
26. Military officer	Laayoune/Agadir/Laayoune	265
27. Military officer	Laayoune/Agadir/Laayoune	265
28. Security officer	Laayoune/Agadir/Laayoune	265
Office for the Coordination of Humanitarian Affairs		
29. Staff member	Nairobi/Addis Ababa/Asmara/Nairobi	729
30. Staff member	Beirut/Ankara/Gaziantep/New York	341
31. Staff member	Beirut/Ankara/Gaziantep/New York	341
32. Staff member	Manila/Tallinn/Manila	709
33. Staff member	Gaziantep/Amman	498
Office of the Special Envoy of the Secretary-General for Yemen		
34. Staff member	Amman/Cairo	362
United Nations Assistance Mission in Afghanistan		
35. Staff member	Almaty/Dubai/Doha	609
United Nations Regional Centre for Preventive Diplomacy for Central Asia		
36. Staff member	Dushanbe/Tashkent	194
Total		61 364

Annex VI

Travel authorized for the United Nations Development Programme, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
First class		
Exception authorized owing to the unavailability of regular standard of accommodation		
1. United Nations Development Programme Goodwill Ambassador	Los Angeles/Austin/Los Angeles	1 814
Business class		
Exception authorized owing to the arduous journey		
2. Staff member	New York/Zurich/New York	7 830
Exceptions authorized owing to the eminence of the travellers		
3. Former President of Costa Rica	San José/New York/San José	779
4. Former President of Malawi	Lilongwe/Nairobi/Lilongwe	850
Exceptions authorized owing to the prominence of the travellers		
5. Vice-Chairperson of the High National Elections Commission, Libya	Tripoli/Hurghada/Tripoli	1 345
6. Chairperson of the High National Elections Commission, Libya	Tripoli/Hurghada/Tripoli	1 345
7. Vice-Chairperson of the High National Elections Commission, Libya	Tripoli/Tunis/Tripoli	175
8. Vice-Chairperson of the High National Elections Commission, Libya	Tripoli/Tunis/Tripoli	126
9. Chairperson of the High National Elections Commission, Libya	Tripoli/Tunis/Tripoli	126
10. Chairperson of the High National Elections Commission, Libya	Tripoli/Tunis/Tripoli	215
11. Chairperson of the High National Elections Commission, Libya	Tripoli/Rome/Tripoli	365
12. Chief Administrative Secretary, Kenya	Nairobi/Accra/Nairobi	800
13. Minister of State in charge of National Reconciliation and Dialogue, Chad	N'Djamena/Ouagadougou/N'Djamena	1 722
14. Minister for Foreign Affairs, Chad	Doha/N'Djamena	1 218
15. Special Envoy on Youth, African Union	Johannesburg/Nairobi/Johannesburg	1 235
16. Leadership development consultant and innovations development adviser, Uganda	Entebbe/Nairobi/Entebbe	300
17. Cabinet minister, Yemen	Amman/Riyadh/Cairo	874
18. Cabinet vice-minister, Yemen	Amman/Riyadh/Cairo	874
19. Former Permanent Representative of Malawi to the United Nations	New York/Brussels/New York	6 002
20. Minister of Transport, Uganda	Aden/Amman/Aden	460
21. Minister of Social Affairs and Labour, Yemen	Aden/Amman/Aden	460
22. Minister of Agriculture and Fish Wealth, Yemen	Aden/Amman/Aden	460
23. Minister of Water and Environment, Yemen	Aden/Amman/Aden	460
24. Minister of Planning and International Cooperation, Yemen	Riyadh/Amman/Riyadh	1 073
25. Minister of Social Solidarity, Egypt	Cairo/Beirut/Cairo	147
26. Minister for Foreign Affairs, Gabon	Libreville/Cairo/Libreville	2 476
27. Minister for Foreign Affairs, African Integration and International Cooperation, Chad	N'Djamena/Cairo/N'Djamena	1 676
28. Minister for Foreign Affairs, Cameroon	Yaoundé/Cairo/Yaoundé	2 408
29. Commissioner of Women and Social Affairs, Nigeria	Abuja/Cairo/Abuja	1 657
30. Director General, National Orientation Agency, Nigeria	Abuja/Cairo/Abuja	1 932
31. Minister of Agriculture, Côte d'Ivoire	Abidjan/Cairo/Abidjan	2 134

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
32. Governor of Borno State, Nigeria	Abuja/Cairo/Abuja/	1 657
33. Minister for Foreign Affairs and Migration, Tunisia	Tunis/Cairo/Tunis	216
34. Commissioner, Department of Gender Promotion and Human Social Development, Gabon	Libreville/Cairo/Libreville	1 746
35. Minister of Peacebuilding, South Sudan	Juba/Cairo/Juba	2 136
Exceptions authorized owing to the unavailability of regular standard of accommodation		
36. Staff member	Aktau/Astana	61
37. Staff member	Nairobi/Abidjan/Nairobi	998
38. Staff member	Minsk/Astana	157
Total		50 309

Annex VII

Exceptions authorized for the United Nations Children's Fund, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the prominence of the travellers		
1. Communication Consultant, Outbreak Response	Karachi/Dubai/Accra/Monrovia/Bamako/Paris/Ottawa	2 397
2. Global Leader Council Member	Berlin/London/Glasgow	1 095
3. Deputy Permanent Representative of the Republic of Korea	New York/Copenhagen/New York	4 144
4. Minister of Health, Gambia	Banjul/Jakarta/Banjul	4 763
5. Minister of State for Environment, Uganda	Kampala/Jakarta/Kampala	11 608
6. Vice-Minister of Environment, Panama	Panama City/Jakarta/Panama City	9 871
7. Director of Water Supply and Sanitation, Malawi	Lilongwe/Jakarta/Lilongwe	3 876
8. Minister of Environment and Natural Resources, El Salvador	San Salvador/Jakarta/San Salvador	9 910
9. Minister of Urban and Rural Hydraulics, Chad	N'Djamena/Jakarta/N'Djamena	6 167
10. Vice-Minister of Quality Assurance, Dominican Republic	Santo Domingo/Jakarta/Santo Domingo	13 187
11. Vice-minister, Guatemala	Guatemala City/Jakarta/Guatemala City	8 271
12. Vice-minister, Guatemala	Guatemala City/Jakarta/Guatemala City	12 500
13. Vice-Minister of Water, Ecuador	Quito/Jakarta/Quito	8 693
14. Minister of Infrastructure and Natural Resources, Sao Tome and Principe	Sao Tome/Jakarta/Sao Tome	10 008
15. President of the National Administration of Aqueducts, El Salvador	San Salvador/Jakarta/San Salvador	7 463
16. Minister of Hydraulics and Sanitation, Mauritania	Nouakchott/Jakarta/Nouakchott	10 058
17. Assistant Minister for Nile/Ministry of Water Resources and Irrigation	Cairo/Jakarta/Cairo	1 583
18. Minister of Water and Sanitation, Malawi	Lilongwe/Jakarta/Lilongwe	5 583
19. Minister of State for Environment, Malawi	Lilongwe/Jakarta/Lilongwe	3 065
20. Minister of State for Water, Uganda	Kampala/Jakarta/Kampala	7 458
21. Minister of Health, Uganda	Kampala/Jakarta/Kampala	5 822
22. Minister of Lands, Agriculture, Fisheries, Water and Rural Development, Zimbabwe	Harare/Jakarta/Harare	9 000
23. Minister of Sanitation and Water Resources, Ghana	Accra/Jakarta/Accra	6 172
24. Deputy Minister of Finance and Economic Department, Zimbabwe	Harare/Jakarta/Harare	7 144
25. Minister of Natural Resources, Suriname	Paramaribo/Jakarta/Paramaribo	9 226
26. State Minister of Health, Ethiopia	Addis Ababa/Jakarta/Addis Ababa	6 964
27. Minister of Forestry and Climate Change, Malawi	Lilongwe/Jakarta/Lilongwe	5 859
28. Minister of Health, Sao Tome and Principe	Sao Tome/Jakarta/Sao Tome	14 804
29. Minister of Water and Energy, Ethiopia	Addis Ababa/Jakarta/Addis Ababa	5 799
30. Acting Minister for Natural Resources and Energy, Eswatini	Mbabane/Jakarta/Mbabane	6 208
31. Minister for Infrastructure and Meteorological Services, Fiji	Suva/Jakarta/Suva	8 000
32. Minister of Health, Malawi	Lilongwe/Jakarta/Lilongwe	5 721
33. Minister of Health, Bhutan	Thimphu/Jakarta/Thimphu	5 700
34. Deputy Minister of Local Government and Public Works, Zimbabwe	Harare/Jakarta/Harare	11 714
35. Deputy Minister for Water, United Republic of Tanzania	Dodoma/Jakarta/Dodoma	12 139

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
36. Minister of Tourism and Environmental Affairs, Eswatini	Mbabane/Jakarta/Mbabane	6 262
37. Minister of Natural Resources and Energy, Guinea-Bissau	Bissau/Jakarta/Bissau	8 850
38. Minister of Water Resources, Sierra Leone	Freetown/Jakarta/Freetown	3 432
39. Minister of Health and Sanitation, Sierra Leone	Freetown/Jakarta/Freetown	3 432
40. Minister of Public Works, Liberia	Monrovia/Jakarta/Monrovia	8 754
41. Minister of Finance, Lesotho	Maseru/Jakarta/Maseru	5 796
42. Minister of Health, Liberia	Monrovia/Jakarta/Monrovia	8 755
43. Secretary of State, Ministry of Rural Development, Cambodia	Phnom Penh/Jakarta/Phnom Penh	1 580
44. Secretary of State for Agrarian Economy, Cabo Verde	Praia/Jakarta/Praia	6 800
45. Secretary of State, Cambodia	Phnom Penh/Jakarta/Phnom Penh	889
46. Chair of the World Health Organization International Health Regulations Emergency Committee on Yellow Fever	Lagos/Florence	883
47. Executive Secretary, African Leaders Malaria Alliance	New York/Paris	5 069
Total		322 475

Annex VIII

Exceptions authorized for the United Nations Population Fund, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exception authorized owing to the arduous journey		
1. Staff member	New York/Paris/New York	2 456
Exceptions authorized owing to the prominence of the travellers		
2. Minister of Health, Burkina Faso	Ouagadougou/Paris/Ouagadougou	4 795
3. Minister of Planning, Iraq	Erbil/Baghdad/Erbil	255
4. Former Governor General of Canada	Ottawa/New York/Ottawa	1 038
5. Head of the National Council for Women, Egypt	Cairo/Hurghada/Cairo	125
6. First Lady of Burkina Faso	Ouagadougou/Lomé/Ouagadougou	1 164
7. Minister of Planning, Egypt	Baghdad/Erbil/Baghdad	100
8. Former Governor General of Canada	Ottawa/New York/Ottawa	260
9. Minister of Social Action, Promotion of Women and Literacy, Togo	Lomé/Paris/Lomé	2 085
10. Member of the Oversight Advisory Committee	Geneva/New York/Geneva	4 928
11. Minister of Youth and Sports, Egypt	Cairo/Amman/Cairo	286
12. Minister of Planning and National Development, Somalia	Mogadishu/Kigali/Mogadishu	1 828
13. Member of the Oversight Advisory Committee	Quito/Panama City	869
14. Member of the Oversight Advisory Committee	Quito/Panama City	689
Exception authorized owing to the unavailability of regular standard of accommodation		
15. Staff member	Helsinki/Vantaa/Amsterdam/Stavanger	167
Total		21 044

Annex IX

Exceptions authorized for the United Nations Capital Development Fund, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the prominence of the travellers		
1. Minister of Environment, Climate Change and Natural Resources, Gambia	Banjul/Brussels/Banjul	2 790
2. Minister of State for Energy and Mineral Development, Uganda	Entebbe/Kigali/Entebbe	390
3. Permanent Secretary, Ministry of Energy and Mineral Development, Uganda	Entebbe/Kigali/Entebbe	390
Total		3 570

Annex X

Exceptions authorized for the Office of the United Nations High Commissioner for Refugees, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exception authorized owing to a medical condition		
Staff member	Addis Ababa/Geneva	1 392
Total		1 392

Annex XI

Exceptions authorized for the United Nations Environment Programme, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the prominence of the travellers		
1. Director General and Member of Cabinet, National Protection Agency, Afghanistan	Kabul/Dubai/Dushanbe/Dubai/Kabul	1 596
2. Minister of Environment, Nigeria	Abuja/Geneva/Abuja	2 138
3. Minister of Environment and Sustainable Development, Senegal	Dakar/Paris/Stockholm/Paris/Dakar	1 280
4. Minister of Environment, Rwanda	Kigali/Entebbe/Istanbul/Stockholm/ Istanbul/Entebbe/Kigali	2 859
5. Minister of Environment, Egypt	Cairo/Vienna/Stockholm/Vienna/Cairo	175
6. Former Minister of Environment, Brazil	Rio de Janeiro/Stockholm/Brasilia	3 454
Total		11 502

Annex XII

Exceptions authorized for the United Nations Human Settlements Programme, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the prominence of the travellers		
1. Minister of Public Works and Housing, Jordan	Amman/Cairo/Amman	462
2. Minister of Justice, Iraq	Baghdad/Cairo/Baghdad	261
3. Minister of Public Works and Housing, Jordan	Amman/Dubai/Amman	448
4. Governor of Qena, Egypt	Cairo/Nairobi/Kisumu/Nairobi/Cairo	800
Exceptions authorized owing to the unavailability of regular standard of accommodation		
5. President of Daiken Corporation Ltd.	Nairobi/Fukuoka	1 053
6. Engineer, Daiken Corporation Ltd.	Nairobi/Fukuoka	1 053
Total		4 078

Annex XIII

Exceptions authorized for the United Nations Office on Drugs and Crime, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the prominence of the travellers		
1. Acting Minister of Internal Affairs, Kazakhstan	Astana/Almaty/Astana	224
2. Deputy Minister for Foreign Affairs, Tajikistan	Dushanbe/Tashkent	286
3. Head of the Central Auditing Organization, Egypt	Cairo/Sharm el-Sheikh/Cairo	140
4. Minister of the Interior, Mozambique	Maputo/Johannesburg/Maputo	415
5. Minister of Gender and Family, Burkina Faso	Ouagadougou/Dakar/Ouagadougou	227
6. Princess Laurentien of the Netherlands	Amsterdam/Vienna/Amsterdam	428
Exceptions authorized owing to the unavailability of regular standard of accommodation		
7. Staff member	Tashkent/Astana	135
8. Staff member	Tashkent/Astana	135
Total		1 990

Annex XIV

Exceptions authorized for the United Nations Entity for Gender Equality and the Empowerment of Women, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to the prominence of the travellers		
1. Prince and Traditional Leader, Nigeria	Lagos/Abuja/Lagos	184
2. King and Traditional Leader, Nigeria	Lagos/Abuja/Lagos	184
3. Chief and Traditional Leader, Nigeria	Calabar/Abuja/Calabar	170
4. King and Traditional Leader, Nigeria	Owerri/Abuja/Owerri	229
5. King and Traditional Leader, Nigeria	Ilorin/Abuja/Ilorin	109
6. Emir of Fika and Traditional Leader	Maiduguri/Abuja/Maiduguri	223
7. King and Traditional Leader, Nigeria	Lagos/Paris/Lagos	5 076
8. President of the National Council for Women, Egypt	Cairo/Geneva/Cairo	706
9. President of the National Council for Women, Egypt	Cairo/New York/Cairo	1 808
10. Ambassador and Assistant Secretary-General, League of Arab States	Cairo/New York/Cairo	2 400
11. Head of the National Commission For Lebanese Women, Lebanon	Beirut/New York/Beirut	1 420
12. Minister of Political and Parliamentary Affairs and Chair of the Interministerial Committee for Women's Empowerment, Jordan	Amman/New York/Amman	3 695
13. Distinguished Professor of Law, United States of America	Raleigh/Miami/Raleigh	67
14. President of the National Council for Women, Egypt	Cairo/New York/Cairo	1 279
Exceptions authorized owing to the unavailability of regular standard of accommodation		
15. Staff member	Cairo/Baghdad	386
16. United Nations Volunteer	Cairo/Baghdad	386
Total		18 322

Annex XV

Exceptions authorized for the United Nations Office for Project Services, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exceptions authorized owing to arduous journeys		
1. Full-time member of the Standby Team of Senior Mediation Advisers	Conakry/Brazzaville	2 859
2. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Moscow/New York	5 787
3. Executive Office Associate of the Managing Director of the Technology Bank for the Least Developed Countries	Istanbul/Kinshasa/Istanbul	2 304
4. Senior Adviser to the United Nations Alliance of Civilizations High Representative	Riyadh/Madrid/Paris/Antalya/Baku/ New York	7 741
5. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Riyadh	5 746
6. Senior Adviser to the United Nations Alliance of Civilizations High Representative	Paris/Malta/Antalya	1 379
7. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Madrid/Rabat/ New York/ Madrid/Bologna/Rabat	6 203
8. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Seville/Madrid/Moscow/ Malmo/New York	10 977
9. Senior Adviser to the United Nations Alliance of Civilizations High Representative	Madrid/Geneva/Astana/Dubai/ Yerevan/New York	7 208
10. International individual contractor agreement holder, level 4	London/Singapore/London	3 432
11. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Cairo/New York	2 945
12. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Madrid/Islamabad	7 494
13. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Jerusalem/New York	8 454
14. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Madrid/New York	5 182
15. Vice-Chair, Stop TB Partnership Board	Geneva/Delhi	1 000
16. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Madrid/Marrakech/ Tangier/New York	6 492
17. Senior Adviser to the United Nations Alliance of Civilizations High Representative	New York/Rome/Munich	6 585
18. Senior Adviser to the United Nations Alliance of Civilizations High Representative	Rome/New York/Munich/New York/Brussels	7 935
Exceptions authorized owing to the eminence of the travellers		
19. Former President of Ireland	Dublin/Kigali	1 098
20. Former Prime Minister of Spain	Madrid/Marrakech/Madrid/	457
21. Former President of Croatia	Zagreb/Marrakech/Paris	10 301
Exceptions authorized for medical reasons		
22. Personnel (individual contractor agreement) under Department of Political and Peacebuilding Affairs Innovation Cell project	Doha/Dubai/Doha/New York	3 822
23. UNOPS Brazil Project Centre Country Manager	Brasilia/Panama City/Brasilia	640

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
24. Senior Field Security Adviser, Office of the Regional Director for the Latin America and the Caribbean Region	México City/Vienna	2 613
25. UNOPS international individual contractor agreement holder level 4 retainer	London/Istanbul/Khartoum/Istanbul/Edinburgh	1 577
26. Programme Management Specialist	New York/Malaga/New York	4 699
27. Senior Adviser, Stop TB Partnership TB REACH, India	Geneva/Delhi	1 000
28. Executive Director, Wote Youth Development Project, Kenya	Geneva/Delhi	1 000
29. Executive Director of CITAM+, Zambia	Geneva/Delhi	1 000
30. Chair, Research Working Group, Stop TB Partnership	Geneva/Delhi	1 000
31. Chair, Implementation Working Groups, Stop TB Partnership	Geneva/Delhi	1 000
32. Board member, RBM Partnership to End Malaria	Jacksonville/New York/Geneva/Montreal/Atlanta	4 042
33. Former Chair, RBM Partnership to End Malaria Board	Geneva/Kilimanjaro/Geneva	866
34. Head of Energy Access	Washington, D.C./Brussels/Kigali/Brussels/Washington, D.C.	5 735
35. UNOPS Brazil Project Centre Country Manager	Brasilia/Copenhagen/Brasilia	2 524
Exceptions authorized owing to the prominence of the travellers		
36. Minister of Higher Education and Scientific Research, Guinea	Conakry/Istanbul/Conakry	1 661
37. Chairman of the Governing Council of the Technology Bank and Chairman of the International Advisory Board of the Centre for International Development	Khartoum/Istanbul/Khartoum	1 520
38. Foreign Affairs Officer for the Chief of the Presidential Council, Libya	Tripoli/Tunis/Tripoli	43
39. Financial Counsellor for the Presidential Council, Libya	Tripoli/Tunis/Tripoli	43
40. Mayor of La Courneuve, France	Paris/Seville/Paris	214
41. Mayor of Rabat, Morocco	Rabat/Paris/Seville/Paris/Rabat	484
42. Deputy Mayor of Rabat, Morocco	Rabat/Paris/Seville/Paris/Rabat	484
43. Governor of Damietta, Egypt	Cairo/Paris/Seville/Madrid/Cairo	584
44. Mayor of Tunis, Tunisia	Tunis/Seville/Tunis	702
45. Enhanced Integrated Framework Board member, Central African Republic	Bangui/Nairobi/Paris-Geneva/Paris/Nairobi/Bangui	583
46. Enhanced Integrated Framework Board member, Zambia	Lusaka/Addis Ababa/Geneva/Frankfurt/Addis Ababa/Lusaka	2 290
47. Enhanced Integrated Framework Board member, Djibouti	Djibouti/Addis Ababa/Geneva/Frankfurt/Addis Ababa/Djibouti	2 390
48. Vice-Chair, Stop TB Partnership Board	Accra/Geneva/Accra	2 992
49. United Nations Alliance of Civilizations Senior Representative in Geneva	Geneva/New York/Geneva	3 917
50. Former Project Director, Arabian Peninsula, International Crisis Group	Dubai/Washington, D.C.	3 230
51. Director of the Kazakhstan Institute for Strategic Studies under the President of Kazakhstan	Tashkent/Almaty/Astana	1 884
52. Head of Republican Public Association “The Counter-Terrorism Committee”, Kazakhstan	Tashkent/Almaty/Astana	3 917
53. RBM Partnership to End Malaria Country/Regional Support Partners Committee Subregional Coordination Officer for West and Central Africa	Ouagadougou/Dakar/Lomé/Accra/Ouagadougou/Bobo-Dioulasso	125
54. West African Health Organization Regional Malaria Coordinator, Europe and Central Asia Regional Office, RBM Partnership to End Malaria	Ouagadougou/Dakar/Lomé/Accra/Ouagadougou/Bobo-Dioulasso	125

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
55. Former Canadian Minister of Environment and Climate Change and Chair, Secretary-General's High-level Expert Group on Net-Zero Commitments	Vancouver/New York/Vancouver	550
56. Director General, Department of Planning and Cooperation, Ministry of Industry and Commerce, Lao People's Democratic Republic	Vientiane/Singapore/Zurich/Geneva/ Doha/Hanoi/Vientiane	5 697
57. Chairman of the Executive Committee of the International Fund for Saving the Aral Sea, Co-Chair of the Dushanbe Water Process, and Special Envoy of the President of Tajikistan to the High-level Panel on Water and Climate	Istanbul/New York/Istanbul	4 988
58. Enhanced Integrated Framework Board member, Djibouti	Djibouti/Doha/Geneva/Paris/Doha/ Djibouti	2 250
59. Enhanced Integrated Framework Focal Point, Ministry of Economy and Finance, Djibouti	Lusaka/Addis Ababa/ Geneva/ Vienna/Addis Ababa/Lusaka	2 370
60. Mayor of La Courneuve, France	Paris/New York/Paris	4 181
61. Deputy Secretary for Planning and Energy Transition, Mexico	Mexico City/Kigali/Mexico City	5 595
62. Board Chair, Ministry of Health and Family Welfare, India	Geneva/Delhi	1 000
63. Director, International Projects and Emerging Issues, Migrant Clinicians Network, United States of America	Geneva/Delhi	1 000
64. Federal Minister of Health, Nigeria	Geneva/Delhi	1 000
65. Minister of Health, Brazil	Geneva/Delhi	1 000
66. Minister of Health, South Africa	Geneva/Delhi	1 000
67. Minister of Health Care, Kazakhstan	Geneva/Delhi	1 000
68. Chair of the Board Performance and Accountability Committee	Dakar/Brussels/Geneva/Brussels/ Dakar	519
69. Enhanced Integrated Framework Board member, Central African Republic	Djibouti/Addis Ababa/Lusaka/Addis Ababa/Djibouti	1 335
70. Programme Director, The Sunrise Project	San Francisco/New York/San Francisco	1 186
71. Chief Executive Officer of the Council on Energy, Environment and Water	Valencia/New York/London	5 753
72. Chief Executive Officer of Climate Analytics	Dusseldorf/New York/Dusseldorf	5 793
73. Chief Executive Officer of Juan Valdez Café	Bogotá/New York/Bogotá	1 237
74. Executive Director, African Climate Foundation	Cape Town/New York/Cape Town	6 168
75. Former Minister of Environment and Climate Change, Canada	Ottawa/New York/Ottawa	812
76. Commissioner of the Spanish Financial Markets Authority and Rapporteur of the European Union Platform on Sustainable Finance, Spain	Madrid/New York/Madrid	5 726
77. Former Minister of Finance, Brazil	São Paulo/New York/São Paulo	2 341
78. Distinguished Visiting Fellow at the Center on Global Energy Policy	Los Angeles/New York/Los Angeles	1 415
79. Co-Chair of Japan Climate Leaders' Partnership	Tokyo/New York/Tokyo	11 042
80. Chairperson of the New Zealand Climate Change Commission	Christchurch/New York/Christchurch	10 197
81. Former Ambassador of Israel to France	Vnukovo/Marrakech/Vnukovo	2 006
82. Former Minister for Foreign Affairs, Egypt	Cairo/Marrakech/Cairo	1 068
83. Former Minister for Foreign Affairs, Ecuador	Cartagena/Marrakech/Berlin	301
84. Former Foreign Minister, Austria	Valencia/Marrakech/Valencia	889
85. Former Minister of Sports, Russian Federation	Moscow/Marrakech/Moscow	2 256
86. Director General, Department of Planning and Cooperation, Ministry of Industry and Commerce, Lao People's Democratic Republic	Vientiane/Bangkok/Doha/Lusaka/ Addis Ababa/Bangkok/Vientiane	2 524
87. Board Chair, Enhanced Integrated Framework	Geneva/Lusaka/Addis Ababa/Geneva	1 710
88. Group Coordinator, Enhanced Integrated Framework	Geneva/Lusaka/Addis Ababa/Geneva	1 710

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
89. Chair of the Committee on Trade and Development, World Trade Organization	Geneva/Addis Ababa/Lusaka/Addis Ababa/Geneva	2 061
Exceptions authorized owing to the unavailability of regular standard of accommodation		
90. Programme Management Consultant	Istanbul/Banjul/Istanbul	1 717
91. Human Resources Specialist, UNOPS Africa Region, Kenya Multi-Country Office, Kenya	Pemba/Maputo	150
92. Expert of the Institute of Strategic Analysis and Forecasting	Bishkek/Tashkent/Almaty/Astana	3 917
93. Key speaker, conference on regional cooperation of Central Asian countries within the framework of the Joint Plan of Action for the Implementation of the United Nations Global Counter-Terrorism Strategy	Dushanbe/Tashkent/Dushanbe	383
94. European Investment Fund Regional Portfolio Manager in Nairobi	Nairobi/Lilongwe	220
95. Latin America and the Caribbean Region Costa Rica Country and Panama Multi-Country Office Director	San José/Panama City/Georgetown	1 829
96. Country Manager, Sustainable Energy for All, Sierra Leone	Kigali/Addis Ababa/Accra	1 030
97. Senior officer, Programme Management Office	Yangon/Bangkok	80
98. Project Management Practice Adviser, UNOPS Africa Region, Senegal Multi-Country Office, Niger	São Paulo/Copenhagen/Niamey	340
Total		279 634

Abbreviation: UNOPS, United Nations Office for Project Services.

Annex XVI

Exceptions authorized for the International Residual Mechanism for Criminal Tribunals, 1 July 2020–30 June 2022

<i>Designation of traveller</i>	<i>Itinerary</i>	<i>Additional cost (United States dollars)</i>
Business class		
Exception authorized owing to the prominence of the traveller		
Judge of the International Criminal Court	Amsterdam/Kilimanjaro/Amsterdam	5 795
Total		5 795

Annex XVII

Summary of standards of accommodation applicable to types of United Nations travellers/categories of United Nations travel

<i>Traveller type</i>	<i>Traveller subtype</i>	<i>Travel category</i>	<i>Standard of accommodation</i>
Staff	Deputy Secretary-General, Under-Secretary-General, Assistant Secretary-General (and eligible family members)	All	Business class
	Below Assistant Secretary-General level (and eligible family members)	All official business (except travel for training and medical and security evacuations)	Economy class, if under 9 hours (direct) or 11 hours (indirect); business class, if above those thresholds
		Human resources travel (e.g. appointment, assignment or separation)	
		Official business travel for training and medical and security evacuations	Economy class
		Entitlement travel (e.g. home leave, family visit)	
Secretary-General (and eligible family members)		All	First class
President of the General Assembly		All	First class
Other authorized United Nations travellers who are not staff members	All ^a	All	Economy class

^a Standard of accommodation for the air travel of members of organs and/or subsidiary organs, committees, councils and commissions of the United Nations shall be based on the provisions of Secretary-General's bulletin [ST/SGB/107/Rev.6](#).