

## Volunteer Conditions of Service Changes Frequently Asked Questions<sup>1</sup>

### ELIGIBILITY CRITERIA

How does the new eligibility criteria impact contract extensions under each category of UN Volunteers?

Eligibility criteria in effect before 1 October 2021 remain valid for the duration of volunteers' service including contract extensions for all volunteer categories as per requests of Host Entities.

Why were the current age limits changed?

This adjustment responds to the current challenge of age overlap between categories, where in the previous Conditions of Service, Youth Volunteers could be up to 29 years and Specialists above 25 years.

What are the new educational requirements for each category?

In the unified Conditions of Service, there is no direct statement on requirements for education levels, and therefore it is the responsibility of the Host Entity to specify those details to best meet the specific needs of the tasks in the Description of Assignment.

### VOLUNTEER LIVING ALLOWANCE (VLA)

How are VLA rates for National UN Volunteers adjusted?

Ad hoc adjustments of the VLA are possible following a recommendation for adjustment and written request from the respective UN Country Team (UNCT) and/or UN Resident Coordinator. After approval by the UNV Regional Manager, the new rates will be implemented within 30 days of notification, and change will apply to all UN Volunteers serving in the concerned country.

### POST ADJUSTMENT MULTIPLIER (PAM)

What is the timeline to pay the capital rate?

Effective for all contracts immediately from October 2021, Post Adjustment Multiplier of capital city applies to all International UN Volunteers, with exception of 2 cities. For New York and Istanbul, PAM for New York and Istanbul will apply respectively.

### ENTRY LUMP SUM

Why is this provision aligned for Youth and Specialist?

This alignment is based on the principle of equity, responding to the fact that all UN Volunteers have the same needs at the beginning of their assignments, independent of their volunteer category.

If a national UN Volunteer is recruited at the duty station, will they get the Entry Lump Sum?	Yes, as this provision replaces the previous pre-departure expenses and covers costs for medical examination.
Is Entry Lump Sum applicable to the international locally recruited candidate?	Yes. Entry Lump Sum is an automated payment at the beginning of assignment to cover costs that one has initially such as medical examinations, initial visa clearances and initial expenses at the designated duty stations.
Are international UN Volunteers with an initial contract of three (3) months paid the Entry Lump Sum?	Yes, the Entry Lump Sum is a standard one-time payment including expenses before traveling, such as medical examinations, initial visa clearances and initial expenses at the designated duty stations.
Will a portion of the Entry Lump Sum be recovered if the UN Volunteer resigns?	No, the Entry Lump Sum is paid to cover initial expenses and will not be pro-rated and recovered upon any resignations.
<b>EXIT ALLOWANCE</b>	
Why is this provision aligned for Youth and Specialist?	This alignment is based on the principle of equity, responding to the fact that all UN Volunteers have the same needs at the end of their assignment, independently of their volunteer category.
<b>TRAVEL</b>	
Will shipment be paid separately?	Shipment is integrated into the Exit Allowance and the Entry Lump Sum.
What does monetization of travel for national UN Volunteers mean?	The unified Conditions of Service indicate that a lump sum of US \$200 at beginning and end of assignment will be paid to national UN Volunteers when travelling.
How will the travel monetization be calculated for international UN Volunteers?	For international UN Volunteers, the calculation is equivalent to 120% of a Direct Least Cost (DLC) itinerary based on a route from the place of recruitment to the designated location. When traveling, national UN Volunteers will be provided with a fixed travel lump-sum amount.
In case of local recruitment (no assignment travel performed), will UN Volunteers be entitled for repatriation travel after serving for a certain period in the Duty Station?	Yes, repatriation will be processed to place of recruitment or domicile.

**WELL-BEING DIFFERENTIAL (WBD)**

What happens to a UN Volunteer, who already receives this payment?

In the case where a duty station wide Well-Being Differential (WBD) supplement was approved before 1 October 2021 through a waiver request, no change is applied after 1 October 2021. The decision on the continuity or discontinuity of the entitlement is delegated to Regional Managers.

**INDIVIDUAL ACCOMMODATION ALLOWANCE SUPPLEMENT**

How are approved exceptions handled?

There is no change for existing duty stations wide supplements. The change is discontinuation of the individual accommodation supplement.

What happens to a UN Volunteer, who already receives this payment?

Effective 1 October 2021, those who receive individual accommodation allowance supplements receive this allowance until the end of their current contract.

**MINIMUM INITIAL CONTRACT DURATION**

Does this rule apply to UN Youth and University Volunteers?

For UN Youth the minimum initial contract duration is six (6) months. For UN University Volunteers, the current rule continues three (3) months minimum contract .

**SICK LEAVE**

Will there be uncertified sick leave after 1 October 2021?

Uncertified sick leave remains equivalent to seven (7) days per annual cycle.

How is the sick leave calculation streamlined after 1 October 2021?

Upon beginning of the assignment, one has 30 days certified sick leave, which is globally reset in April every year. For administrative ease, there is no proration of sick leave in the unified Conditions of Service.

### PARENTAL LEAVE

Are UN Youth and University eligible?

Yes, the provision is extended to this category (Maternity: 16 weeks and Paternity: 10 days).

### INDIVIDUAL LEARNING ALLOWANCE

Why is the individual learning allowance replaced?

It is substituted with an expanded offering of global learning programmes. UN Volunteers have access to learning onsite, virtual, and online learning programmes for their onboarding, professional development and for career support.

Are the 10 days of "learning time" also discontinued with the individual learning allowance?

The learning time is not affected.

### UN YOUTH VOLUNTEER ASSIGNMENT BECOME FAMILY STATUS

Will UN Youth Volunteers be eligible to have their recognized primary dependents at the duty station integrated into the United Nations Security Management System (UNSMS)?

Policies, procedures, standards, and other arrangements of the United Nations Security Management System (UNSMS) are applicable to all UN Volunteers' eligible family members who are authorized to be at the duty station.

How does this change affect international UN Youth assignments?

Tickets and medical insurance coverage for dependents (who are authorized to travel to duty station) are extended to all international UN Youth Volunteers. International UN University Volunteers remain single status due to short duration. Family Allowance is extended to all international UN Youth and University volunteers.

Are UN University and Community Volunteers eligible to have their recognized primary dependents integrated at the duty station into the United Nations Security Management System (UNSMS) in the same manner as similarly situated UN staff?

No, international UN University Volunteers have contract durations that are limited to 6 months and therefore they are not eligible to have their dependents travel to the duty station. UN Community Volunteers are designated single status due to their community recruitment and local presence.

### RECOGNITION OF DEPENDENTS

How does this change affect national UN Youth assignments?

Medical insurance coverage for dependents is extended to all national UN Youth.

<p>Is a cohabitation certificate recognized?</p>	<p>There are new different forms of unions or partnerships that could generally be indicative of a spousal/partner relationship for UNV:</p> <ul style="list-style-type: none"> <li>• Cohabiting spouses/partners having maintenance liability to each other</li> <li>• Cohabiting spouses/partners that inherit from each other</li> <li>• Cohabiting spouses/partners who can receive the surviving spouse/partner's pension if their partner dies</li> <li>• Cohabiting spouses/partners who have medical visitation rights</li> </ul> <p>In cases of doubt when the UN Volunteer has provided their claim for spousal/partner relationship, a statement from the UN Volunteer's country authority explaining that the document is equivalent to a marriage under their country law can be submitted. Upon reception of this confirmation, the document received from the UN Volunteer will be considered a spousal/partner relationship for purposes of UNV benefits and entitlements.</p>
<p><b>REASSIGNMENT</b></p>	
<p>Can the Direct Recruitment policy be used for reassignment between categories?</p>	<p>The Direct Recruitment Policy can be followed provided the candidate is a former UN Volunteer who served and completed the first assignment with a positive performance appraisal. However, this would be considered as a new assignment.</p>
<p>Are UN Community Volunteers entitled to be reassigned?</p>	<p>UN Community Volunteers should not be reassigned since they serve in their own communities.</p>
<p>What provisions exist on financial support for reassignment?</p>	<p>Upon reassignment, UN Volunteers will receive a one-time payment of 50% of the Entry Lump Sum (US \$200) + US \$200 travel lump sum for national UN Volunteers and 50% of the Entry Lump Sum (US \$2000) + travel ticket for international UN Volunteers.</p>
<p><b>MAXIMUM PERIOD OF SERVICE</b></p>	
<p>What are the maximum years of service for UN Volunteers?</p>	<p>Effective 1 October 2021, the maximum service period for UN Volunteers is established as follows:</p> <ul style="list-style-type: none"> <li>• Four (4) years as a national UN Volunteer</li> <li>• Four (4) years as an international UN Volunteer</li> </ul>
<p>Does the rule affect equally Youth and University?</p>	<p>The rule affects all currently and prior serving UN Volunteers. Distinctions between serving periods as Youth (24 months) and University (6 months) remain and is included in counting four years of service from 1 October 2021.</p>

### AGE CRITERIA

Is there a maximum age limit applied to qualify as a UN Volunteer? Effective 1 October 2021, UN Volunteers can serve up to the age of 80 as per life insurance policy limitations.

Is the ten years lapse service valid after October 2021? The ten years lapse in service rule is phased out.

Is the current rule for those older than the applicable UN retirement age or former UN staff who have retired from the United Nations system valid after 1 October 2021? With the unified Conditions of Service, effective 1 October 2021, the exception for retirees is not included and they follow maximum service restrictions.

### UN PERSONNEL SPOUSES

Why is this change in place? This is to avoid double payments for Family Allowances and travel allowances for the Home Visit, when the spouse of a UN Volunteer is an internationally recruited UN staff member.