



OPCW

Conference of the States Parties

Second Special Session

C-SS-2/DEC.1
30 April 2003
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DECISION

TENURE POLICY OF THE OPCW

The Conference of the States Parties,

Recalling that, in a decision of 2 July 1999 (C-IV/DEC.25), the Fourth Session of the Conference of the States Parties (hereinafter “the Conference”) adopted Staff Regulation 4.4, which provides that the OPCW is a non-career organisation and that the total length of service for the OPCW Technical Secretariat (hereinafter “the Secretariat”) staff is seven years except as otherwise specified;

Recalling that the Conference at its Fourth Session (Report C-IV/6 of 2 July 1999) requested the Executive Council (hereinafter “the Council”) to decide on the effective starting date for the seven-year total length of service of the Secretariat staff;

Mindful that the Director-General, in implementing the decisions of both the Conference and the Council regarding the seven-year total length of Service of the Secretariat staff and its starting date, will have to be guided by the need to maintain the continued financial stability and effectiveness of the OPCW;

Further recalling the provisions contained in Article VIII Paragraph 44 of the Convention, including inter alia that “the paramount consideration in the employment of the staff and in the determination of the conditions of service shall be the necessity of securing the highest standards of efficiency, competence and integrity” and that “due regard shall be paid to the importance of recruiting staff on as wide a geographical basis as possible”;

Recalling also the requirement in Staff Regulation 4.4(a), for contract extensions to be assessed upon, inter alia, the Secretariat staff member’s performance measured in accordance with a rigorous performance appraisal system, and noting the Director-General’s stated intention to maintain and continuously improve the Performance Management Appraisal System;

Taking into account the decision of the Council (EC-M-22/DEC.1 , dated 28 March 2003):

Hereby:

1. **Decides** that:

- (a) the average rate of turnover beginning with the calendar year 2003 with respect to turnover of Secretariat staff subject to tenure, other than those falling under the provisions of Staff Regulation 4.4(b) (i) and (ii), shall be one-seventh per year;
- (b) as an exceptional measure so as not to compromise the financial stability and operational effectiveness of the Organisation, the Director-General shall be authorised to grant contract extensions or renewals which would result in a total length of service in excess of the seven-year limit provided for in Staff Regulation 4.4(b); and
- (c) this exceptional authority of the Director-General to grant contract extensions or renewals beyond the seven-year total length of service provided for in Staff Regulation 4.4(b) shall expire effective 1 January 2009. At that time, not more than 10% of the number of staff subject to tenure that were incumbent on 2 July 1999, other than those falling under the provisions of Staff Regulation 4.4(b) (i) and (ii), may remain on staff, and by 31 December 2009, no member of Secretariat staff, other than those falling under the provisions of Staff Regulation 4.4(b) (i) and (ii), who has served more than seven years shall remain on staff.

2. **Reaffirms** that:

- (a) the nature of the OPCW as a non-career organisation with limited staff tenure, and the Staff Regulations, in particular Staff Regulation 4.4, require the Director-General, when considering contract extensions or renewals, to take fully into account the need for decisions on contracts to contribute to, and be consistent with, the faithful implementation of overall tenure policy; and,
- (b) when implementing the Staff Regulations and the decisions of the Council and the Conference in this matter, the Director-General's authority includes at any time to extend or renew or not to extend or renew contracts for Secretariat staff who have served less than seven years

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