

## STAFFING REPORT

### STAFFING IN UN-HABITAT AS AT 31 DECEMBER 2016

#### REPORT OF THE EXECUTIVE DIRECTOR

The report describes the staffing situation at UN-Habitat for the year 2016 as at 31 December 2016.

#### A. Professional Posts

##### 1. Regular Budget

There are 50 established professional posts under the Regular Budget for the biennium 2016–2017, 40 posts or 80 per cent were occupied as at 31 December 2016, with 10 posts or 20 per cent at various stages of recruitment.

##### 2. Extrabudgetary Resources

###### a) Habitat and Human Settlements Foundation (General Purpose)

There are 80 Foundation General Purpose professional posts, of which 32 posts or 40 per cent were occupied as at 31 December 2016, and one post or 1.3 per cent under recruitment. UN-Habitat continues to take a cautious approach to new recruitments, taking into account the availability of funds.

###### b) Foundation Programme Support

There were 5 active Foundation programme support posts, with 2 post under recruitment as at 31 December 2016.

###### c) Technical Cooperation Programme Support

There were 24 active technical cooperation programme support posts, 21 posts or 87.5 per cent were occupied, with 3 posts or 12 per cent under recruitment as at 31 December 2016.

###### d) Habitat Programme Managers (HPMs)

As at 31 December 2016, 10 countries were supported by Habitat Programme Managers.

##### 3. Junior Professional Officers (JPOs)

As at 31 December 2016, there were 9 JPOs working in UN-Habitat, 6 JPOs based in Nairobi, and 3 JPOs out posted at the following locations: the UN-Habitat Liaison Office in Brussels and the Regional Office for Arab States in Cairo.

Financing Government	No. of JPOs
France	1
Germany	5
Japan	2
Norway	1
<b>Total</b>	<b>9</b>

#### **4. Total professional staff at UN-Habitat**

**Annex I** provides a summary of approved and occupied professional (international and national) posts in UN-Habitat by source of funding. As at 31 December 2016 there were a total of 253 active professional posts of which 207 or 81.8 per cent were occupied, giving an overall vacancy rate of 18.2 per cent.

**Annex III** shows the professional staff by nationality, grade and gender.

**Annex IV** provides a summary of distribution of all professional (international and national) staff by duty station and gender.

### **B. General Services Posts**

#### **5. General Service Posts**

As at 31 December 2016, there were a total of 124 active General Services and related posts, of which 110 posts or 88.7 per cent were occupied. The overall vacancy rate was 11.3 per cent.

**Annex IV** provides a summary of distribution of all General Services and related staff by duty station and gender.

## PROFESSIONAL POSTS IN UN-HABITAT BY SOURCE OF FUNDING

	As at 31 October 2016				As at 31 December 2016			
	Approved	Active*	Occupied	Vacancy Rate %	Approved	Active*	Occupied	Vacancy Rate %
<b>Regular Budget Posts</b>								
<b>(1) Regular Budget</b>								
(1a) Regular Budget	50	50	41		50	50	40	
(1b) Regular Budget general temporary assistance**		3	2			3	2	
(1c) Habitat III Secretariat general temporary assistance		1	1			1	1	
<i>Sub-total Regular Budget (1)</i>	<b>50</b>	<b>54</b>	<b>44</b>	<b>18.5%</b>	<b>50</b>	<b>54</b>	<b>43</b>	<b>20.4%</b>
<b>Extrabudgetary Posts</b>								
<b>(2) Habitat and Human Settlements Foundation</b>	<b>80</b>	<b>33</b>	<b>32</b>		<b>80</b>	<b>32</b>	<b>32</b>	
(2a) Management, Administration and Support Budget	30	19	18		30	18	18	
(2b) Programme of Work	50	14	14		50	14	14	
<i>Sub-total Regular Budget (1) and Habitat &amp; Human Settlements Foundation (2)</i>	<b>130</b>	<b>87</b>	<b>76</b>	<b>12.6%</b>	<b>130</b>	<b>86</b>	<b>75</b>	<b>12.8%</b>
<b>(3) UN Habitat Special Accounts for Programme Support</b>								
(3a) Special Account for Foundation Programme Support	10	5	3		10	5	3	
(3b) Special Account for Technical Cooperation Programme Support	29	25	22		29	24	21	
(3c) Habitat Programme Managers (presence in countries)		10	10			10	10	
<i>Sub-total Core funds</i>	<b>169</b>	<b>127</b>	<b>111</b>	<b>12.6%</b>	<b>169</b>	<b>125</b>	<b>109</b>	<b>12.8%</b>
<b>(4) Other earmarked funds</b>								
(4a) Junior Professional accounts		9	9			9	9	
(4b) Activities financed from earmarked contributions		79	75			93	77	
(4c) National professionals*** (excluding HPMS)		14	12			26	12	
<i>Sub-total earmarked funds</i>		<b>102</b>	<b>96</b>	<b>5.9%</b>		<b>128</b>	<b>98</b>	<b>23.4%</b>
<b>Grand Total</b>	<b>169</b>	<b>229</b>	<b>207</b>	<b>9.6%</b>	<b>169</b>	<b>253</b>	<b>207</b>	<b>18.2%</b>

\* Active posts are defined as those posts which are fully funded and are open for recruitment, i.e. not temporarily frozen due to divisional programmatic and structural reviews.

\*\* Section 23 GTA posts budgeted under Technical Cooperation Programme Support

\*\*\* National professional posts funded by earmarked projects

## GENERAL SERVICES POSTS IN UN-HABITAT BY SOURCE OF FUNDING

	As at 31 October 2016				As at 31 December 2016			
	Approved	Active*	Occupied	Vacancy Rate %	Approved	Active*	Occupied	Vacancy Rate %
<b>Regular Budget Posts</b>								
<b>(1) Regular Budget</b>								
(1a) Regular Budget	25	25	21		25	25	21	
(1b) Regular Budget general temporary assistance		4	4			4	4	
(1c) Habitat III Secretariat general temporary assistance		3	2			3	2	
<i>Sub-total Regular Budget (1)</i>	<b>25</b>	<b>32</b>	<b>27</b>	<b>15.6%</b>	<b>25</b>	<b>32</b>	<b>27</b>	<b>15.6%</b>
<b>Extrabudgetary Posts</b>								
<b>(2) Habitat and Human Settlements Foundation</b>	<b>50</b>	<b>27</b>	<b>27</b>		<b>50</b>	<b>27</b>	<b>26</b>	
(2a) Management, Administration and Support Budget	18	11	11		18	11	10	
(2b) Programme of Work	32	16	16		32	16	16	
<i>Sub-total Regular Budget (1) and Habitat &amp; Human Settlements Foundation (2)</i>	<b>75</b>	<b>59</b>	<b>54</b>	<b>8.5%</b>	<b>75</b>	<b>59</b>	<b>53</b>	<b>10.2%</b>
<b>(3) UN Habitat Special Accounts for Programme Support</b>								
(3a) Special Account for Foundation Programme Support	20	16	13		20	16	13	
(3b) Special Account for Technical Cooperation Programme Support	11	7	6		11	7	6	
<i>Sub-total Core funds</i>	<b>106</b>	<b>82</b>	<b>73</b>	<b>11.0%</b>	<b>106</b>	<b>82</b>	<b>72</b>	<b>12.2%</b>
<b>(4) Other earmarked funds</b>								
(4a) Junior Professional accounts		-	-			-	-	
(4b) Activities financed from earmarked contributions		38	36			42	38	
<i>Sub-total earmarked funds</i>		<b>38</b>	<b>36</b>	<b>5.3%</b>		<b>42</b>	<b>38</b>	<b>9.5%</b>
<b>Grand Total</b>	<b>106</b>	<b>120</b>	<b>109</b>	<b>9.2%</b>	<b>106</b>	<b>124</b>	<b>110</b>	<b>11.3%</b>

\* Active posts are defined as those posts which are fully funded and are open for recruitment, i.e. not temporarily frozen due to divisional programmatic and structural reviews.

**PROFESSIONAL POSTS IN UN-HABITAT BY SOURCE OF FUNDING**  
**as at 31 December 2016**

Country of Nationality	International professionals																	National professionals (including HPMS)							Grand Total	
	USG		ASG		D-2		D-1		P-5		P-4		P-3		P-2		Total Int'l professionals	NO-C (P-3)		NO-B (P-2)		NO-A (P-1)		Total Nat'l professionals		
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male		Female	Male	Female	Male	Female	Male			Female
Afghanistan																1	1	2							0	2
Australia										3						1		4							0	4
Austria												1						1							0	1
Belgium						1					2		1					4							0	4
Bolivia													1	1				2							0	2
Bosnia and Herzegovina													1					1							0	1
Botswana																1		1							0	1
Brazil										1		1						2						1	3	
Burkina Faso																		0							1	1
Cambodia																		0							1	1
Cameroon											1							1							0	1
Canada											4		2	1				7							0	7
China											2							2							0	2
Colombia								1	1									2							0	2
Denmark															1			1							0	1
Egypt								1		1								2							0	2
Ethiopia															1			1							1	2
Finland														1				1							0	1
France										1	1	1		1	1	1		6							0	6
Gabon													1					1							0	1
Gambia											1		1					2							0	2
Germany											1	2	2	2	1	6	3	17							0	17
Ghana								1		1								2							0	2
Grenada															1			1							0	1
Guinea															1			1							0	1
India						1					1		1	1	1			5							0	5
Indonesia												1						2							0	2
Iran											1							1							0	1
Iraq															1			1							0	1
Italy											1	2	3	1	1	1		9							0	9

Country of Nationality	International professionals																National professionals (including HPMs)							Grand Total	
	USG		ASG		D-2		D-1		P-5		P-4		P-3		P-2		Total Int'l professionals	NO-C (P-3)		NO-B (P-2)		NO-A (P-1)			Total Nat'l professionals
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male		Female	Male	Female	Male	Female	Male		
Japan							1	1	1			2		2	3								0	10	
Kenya											3	1	5	6	1	1				1	1			6	23
Lebanon										1				1										0	2
Lithuania										1														0	1
Malawi												1		2										0	3
Malaysia												2			1									0	3
Maldives														1										0	1
Mali												1												0	1
Mexico								1																0	1
Mongolia												1												0	1
Myanmar																								0	1
Nepal										1	1													2	3
Netherlands													3											0	3
Niger												1		1										0	2
Nigeria						1				1	1	1	1			2								1	8
Norway														1		1								0	2
Pakistan																						1		1	1
Peru													1											0	1
Philippines												1	1	1										1	4
Republic of Korea										1														0	1
Russian Federation																								1	1
Rwanda				1																				1	2
Senegal										1														0	1
Serbia																								1	1
Somalia																1								2	3
South Africa												1												0	1
Spain		1								1		2	1	1	1									0	7
Sri Lanka													1		1									1	3
Sweden												1	1			1								0	3
Syrian Arab Republic										1														0	1
Tanzania, United Rep. of										1														0	1
Turkey														2										0	2
Uganda					1		1					1												0	3

Country of Nationality	International professionals																Total Int'l professionals	National professionals (including HPMs)							Grand Total
	USG		ASG		D-2		D-1		P-5		P-4		P-3		P-2			NO-C (P-3)		NO-B (P-2)		NO-A (P-1)		Total Nat'l professionals	
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male		Female	Male	Female	Male	Female	Male		
United Kingdom						1				4	1	1	3		1								0	11	
United States of America												1		1									0	2	
Uruguay													1										0	1	
Viet Nam															1								0	1	
Zambia											1												1	2	
Zimbabwe							1	1	1														0	3	
<b>Grand Total</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>5</b>	<b>34</b>	<b>19</b>	<b>33</b>	<b>25</b>	<b>28</b>	<b>16</b>	<b>10</b>	<b>185</b>	<b>3</b>	<b>10</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>22</b>	<b>207</b>

<b>Total Number of Female = 76</b>
<b>Total Number of Male = 131</b>
<b>Total Number of Countries = 69</b>

**UN-Habitat Staff Members Distribution by Duty Station, Category and Gender**  
**as at 31 December 2016**

Duty Station	Professional category			National professional category (including HPMS)			General Service category			Grand Total
	Female	Male	Total	Female	Male	Total	Female	Male	Total	
Abuja			0		1	1			0	1
Accra		1	1			0			0	1
Addis Ababa			0		1	1			0	1
Amman	1		1			0			0	1
Baghdad		1	1			0			0	1
Bangkok	1		1			0			0	1
Barcelona	3	3	6			0	1		1	7
Brussels	1	3	4			0	1		1	5
Bukavu	1		1			0			0	1
Bunia		1	1			0			0	1
Cairo	1	3	4			0			0	4
Colombo	1	1	2		1	1			0	3
Fukuoka	2	6	8			0	3		3	11
Garoowe			0		1	1			0	1
Geneva		3	3			0			0	3
Goma		2	2			0			0	2
Hargeisa			0	1		1			0	1
Islamabad	1		1		1	1			0	2
Juba		1	1			0			0	1
Kabul		3	3			0			0	3
Kathmandu			0		1	1			0	1
Khartoum		1	1			0			0	1
Kigali			0	1		1			0	1
Lilongwe			0		1	1			0	1
Luanda		1	1			0			0	1
Madrid	1		1			0			0	1
Manila			0		1	1			0	1
Maputo		1	1			0			0	1
Moscow			0	1		1	1		1	2
Mwanza			0			0		1	1	1
Nairobi	51	69	120	2	4	6	67	28	95	221
Nay Pyi Taw		1	1			0			0	1
New York	3	3	6			0	2	1	3	9
Ouagadougou			0		1	1			0	1
Phnom-Penh			0		1	1			0	1
Port-au-Prince		1	1			0			0	1
Pristina	1		1		1	1			0	2
Rio de Janeiro	1	2	3	1		1	4	1	5	9



Duty Station	Professional category			National professional category (including HPMS)			General Service category			Grand Total
	Female	Male	Total	Female	Male	Total	Female	Male	Total	
Riyadh		3	3			0			0	3
Tamale		1	1			0			0	1
Tehran		2	2			0			0	2
Vientiane		1	1			0			0	1
Wau		1	1			0			0	1
Yangon		1	1	1		1			0	2
<b>Grand Total</b>	<b>69</b>	<b>116</b>	<b>185</b>	<b>7</b>	<b>15</b>	<b>22</b>	<b>79</b>	<b>31</b>	<b>110</b>	<b>317</b>
Gender as percentage (%) of category	37.3%	62.7%		31.8%	68.2%		71.8%	28.2%		

<b>Total Number of Duty Statio</b>	<b>44</b>
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