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INTERNATIONAL CIVIL SERVICE COMMISSION   **COMMISSION DE LA FONCTION PUBLIQUE INTERNATIONALE**

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15 December 2023

TO:	Recipients of Post Adjustment Classification Memo
THROUGH:	Mr. Larbi Djacta Chairman
FROM:	Mr. Ibrahim S. Yansaneh Chief, Cost-of-Living Division

SUBJECT: **Post adjustment classification memo for December 2023**

1. I am pleased to send you the post adjustment multipliers for December 2023. **Note that only duty stations with changes in post adjustment multipliers are listed.**

Group I duty stations

2. The post adjustment multipliers, applicable to group I duty stations, as a result of the operation of the 0.5 per cent rule under conditions of currency depreciation/appreciation relative to the US dollar, with effect from 1 December 2023, are given in Table 1.

Table 1. Changes to post adjustment multipliers for group I duty stations – December 2023

DUTY STATION	MULTIPLIER	DUTY STATION	MULTIPLIER
Australia	43.7	Gibraltar	74.1
Austria	47.7	Greece	38.7
Belgium	48.6	Iceland	31.8
Bulgaria	37.2	Ireland	56.8
Canada, Montreal	47.9	Italy, Brindisi	26.8
Canada, Ottawa	58.0	Italy, Rome	32.8
Canada, Toronto	65.4	Japan, Hiroshima	47.1
China, Hong Kong (SAR)	110.5	Japan, Tokyo	65.7
Croatia, Republic of	41.3	Luxembourg	49.7
Cyprus	36.0	Malta	35.9
Czech Republic	57.6	Monaco	53.1
Denmark	80.5	Netherlands	54.0
Finland	48.1	Norway	42.4
France, Lyon and Elsewhere	49.5	Poland	41.0
France, Paris	53.1	Portugal, Guimaraes	18.3
French Guiana	33.2	Portugal, Lisbon	36.7
Germany, Berlin	46.2	Slovak Republic	41.3
Germany, Bonn	38.6	Slovenia	46.2
Germany, Dresden	38.6	Spain	30.8
Germany, Frankfurt	47.8	Sweden	42.0
Germany, Hamburg	54.4	Switzerland	85.3
Germany, Munich	60.4	United Kingdom	74.1

The Application of the Modified 0.5% rule for group I duty stations

3. At its 96th session, the Commission approved the application of the modified 0.5 per cent rule for group I duty stations that meet two conditions: a) the currency of the duty station is neither any of the currencies of headquarters duty stations (that is, the US dollar, Swiss Franc, Euro, or British Pound), nor pegged, in a fixed or otherwise strict manner, to them; and (b) the share of in-area expenditures incurred in non-local currencies by reference to the benchmark net take-home pay (NTP) based on the results of the latest cost-of-living survey is at least 15 per cent. For such duty stations, the monthly multiplier between reviews is obtained by keeping two separate shares of benchmark NTPs, expressed in US dollar and in local currency, stable, with a maximum fluctuation of plus or minus 0.5 per cent, with the share of the NTP expressed in local currency adjusted for changes in the exchange rates only, whereas the share of NTP expressed in US dollars is insulated from local currency fluctuations. The share of the NTP expressed in US dollars is obtained as the share of in-area expenditures, incurred in non-local currencies, of the benchmark NTP at the time of survey implementation.

4. In accordance with the provision of the application of the modified 0.5 per cent rule for group I duty stations, as outlined above, the post adjustment multipliers applicable for the following group I duty stations, with effect from 1 December 2023, are given in Table 2.

Table 2. Post adjustment multiplier for group I duty stations based on an application of the modified 0.5 per cent rule – December 2023

DUTY STATION	MULTIPLIER
Hungary	47.6
Romania	31.9

Group II duty stations

5. The post adjustment multipliers based on the results of the most recent cost-of-living surveys for the duty stations listed in Table 3 below, are effective 1 December 2023.

Table 3. Changes to post adjustment multipliers as a result of cost-of-living surveys December 2023

DUTY STATION	MULTIPLIER
Brazil	40.8
Cameroon	45.3
Mali	51.5
Micronesia, Fed States of	61.2
Morocco	34.8
Samoa	40.7
Sao Tome and Principe	70.2

6. Cost-of-living survey results did not trigger a change in the multiplier for **Jamaica, Nigeria** and **Peru.**

7. Based on the most recent cost-of-living survey results, the revised applicable rental subsidy thresholds for the duty stations listed in Table 4 below, are effective 1 December 2023.

Table 4. Duty stations with revised rental subsidy thresholds

DUTY STATION	RENTAL SUBSIDY THRESHOLDS (PER CENT)	
	With Spouse/Single Parent Allowance	**Without** Spouse/Single Parent Allowance
Brazil	21	22
Micronesia, Fed States of	11	12
Nigeria	21	22
Samoa	16	17
Sao Tome and Principe	26	28

8. The waiver of the **40 per cent** of rent limit on rental subsidies is **now applicable** for **Morocco**, effective 1 December 2023.

9. The waiver of the **40 per cent** of rent limit on rental subsidy is **no longer applicable** for **Jamaica**, effective 1 December 2023.

10. The revised post adjustment multipliers for the following duty stations have been established, effective 1 December 2023, as listed in Table 5, based on a new cost-of-living survey in **Samoa**, to which these duty stations are linked for purposes of post adjustment.

Table 5. Revised post adjustment multipliers for linked duty stations – December 2023

Duty Station	Multiplier
Marshall Islands	51.3
Tuvalu	47.7

11. The applicable rental subsidy thresholds for the following duty station have been established, effective 1 December 2023, as listed in Table 6, based on a new cost-of-living survey in **Samoa**, to which this duty station is linked for purposes of post adjustment.

Table 6. Revised rental subsidy thresholds for linked city – December 2023

Duty Station	RENTAL SUBSIDY THRESHOLDS (PER CENT)	
	With Spouse/Single Parent Allowance	Without Spouse/Single Parent Allowance
Tuvalu	16	17

Duty Stations with Personal Transitional Allowance (PTA)

12. Under the existing system of operational rules, the PTA is adjusted periodically until it is phased out. During an adjustment month, the new PTA is calculated by reducing the pay index for existing staff by 3 per cent, and then subtracting the prevailing pay index. Table 7 provides a summary of all PTAs in effect as of 1 December 2023.

13. It should be noted that the PTA is supposed to be paid **in addition to** the regular post adjustment multiplier and thus should be taken into account in determining all other entitlements ordinarily affected by post adjustment, such as rental subsidy, settling-in grant, spousal allowance etc. PTA should be paid only to staff on post on or before its starting month. Except for the PTAs that began before March 2023, when the Covid-19 special measure was in place, any staff joining the duty station after the PTA starting month is not eligible for the currently existing PTA unless the PTA is revised as a result of the implementation of another survey, in which case staff on post after the PTA start date can become eligible.

Table 7. Summary of Personal Transitional Allowances (PTAs) as of 1 December 2023

DUTY STATION	Existing PTA	PTA starting date	Applicable to staff on post before	Date of next revision
Angola	22.7	1 March 2023	1 April 2023	1 March 2024
Benin	4.2	1 September 2023	1 October 2023	1 March 2024
Burundi	2.4	1 September 2023	1 October 2023	1 March 2024
Chile	1.7	1 September 2022	1 March 2023	1 April 2024
Czech Republic*	3.1	1 November 2023	1 December 2023	1 May 2024
Haiti	1.6	1 March 2023	1 April 2023	1 January 2024
Iran	1.0	1 June 2023	1 July 2023	1 April 2024
Lebanon	75.2	1 April 2023	1 May 2023	1 February 2024
Papua New Guinea	6.2	1 July 2023	1 August 2023	1 January 2024

Qatar	0.5	1 October 2019	1 March 2023	1 April 2024
Russian Federation	27.8	1 July 2023	1 August 2023	1 January 2024
Sudan	9.3	1 March 2023	1 April 2023	1 January 2024
Turkmenistan	5.6	1 July 2023	1 August 2023	1 January 2024
Zimbabwe	12.3	1 February 2020	1 March 2023	1 April 2024

***Duty station under the 2021 round (PTA revised on a monthly basis to maintain the NTP until the next revision date)**

14. The gap closure measure is completed for **Central African Rep., Comoros, Congo (Brazzaville), Gabon, Niger, Samoa, Seychelles, Singapore,** and **Thailand**. Therefore, the personal transitional allowance (PTA) is no longer applicable for these duty stations effective 1 December 2023.

15. Due to sustained substantial inflation over the past six- and twelve-month periods, the one-month rule (OMR) is applicable for **Argentina, Lebanon, Sierra Leone, Sudan**, **Suriname** and **Türkiye.** Under this rule, the post adjustment multipliers of **these duty stations** are reviewed on a monthly basis during the period of substantial inflation. Based on the application of the one-month rule, the applicable post adjustment multipliers for **Lebanon, Sierra Leone, Suriname** and **Türkiye,** effective 1 December 2023 are listed in Table 8. However, the application of the rule did not trigger a change in the post adjustment multipliers for **Argentina** and **Sudan**.

Table 8. Revised post adjustment multiplier as a result of the one-month rule – December 2023

DUTY STATION	MULTIPLIER
Lebanon*	35.6
Sierra Leone	53.1
Suriname	38.5
Türkiye, Ankara	32.8
Türkiye, Gebze	39.6
Türkiye, Istanbul	39.6

****indicates that duty station has an existing PTA. See Table 7***

<u>Retroactive Pay for Sao Tome and Principe</u>

16. The secretariat identified an error in the implementation of the survey results for Sao Tome and Principe in November 2022. Due to a glitch in the data processing system, the medical index, part of the post adjustment index calculated at the survey date, was not included in the aggregation of the cost-of-living index. Consequently, even though the correct index was reflected in the results as of the survey date (June 2022), the post adjustment index as of the survey implementation date (November 2022) was lower because of the absence of the medical insurance index. Therefore, the survey result for Sao Tome and Principe was recalculated leading to a difference of 2.4 multiplier points, which means that a retroactive pay of 2.4 multiplier points per month from November 2022 to November 2023 should be granted to staff in Sao Tome and Principe, according to the date the staff member joined or left the duty station. The December 2023 multiplier has been revised as shown in this memo.

17. To ease the burden on payroll systems, the retroactive pay can be processed as a one-time payment. For example, for a staff member who was onboarded as of 1 November 2022 and is still at the duty station, a cumulative multiplier points of 31.2 (from November 2022 to November 2023) can be processed at once. Similarly, a staff member who was onboarded as of 1 January 2023 but left the duty station 30 September 2023 would be paid a cumulative multiplier points of 21.6 (2.4 times 9 months).

18. As a result of the updated multiplier, the rental subsidy thresholds were also revised. The implemented thresholds in November 2022 were 22 per cent for staff with spouse or single parent allowance and 23 per cent for staff without spouse or single parent allowance. These rental subsidy thresholds are now revised to 24 and 25 per cent respectively effective November 2022. The housing survey implemented in December 2023 led to further changes to the thresholds as indicated in Table 4 of this memo.

19. The revision of the thresholds from 22/23 to 24/25 means that some staff should have received a lower rental subsidy amount than was processed while some others may have become ineligible. Rental subsidy should therefore be reprocessed from November 2022 to November 2023, and this might offset in part some of the retroactive payments for those receiving rental subsidy.

Cc. Mr. Boguslaw Winid
Mr. Omar Abdi