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FINANCE COMMITTEE

Hundred and Seventieth Session

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**Representation Allowance for Deputy Directors-General and Assistant
Directors-General**

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EXECUTIVE SUMMARY

- A representation allowance is paid to staff members at grades of Deputy Director-General and Assistant Director-General to cover costs associated with the representational aspects of their work. The Council of FAO in 1992 adjusted the levels of the representation allowances and decided that in the future revisions of the amounts would be made automatically, based on the percentage adjustment to the net base salary. It is proposed that this mechanism be discontinued and that any future adjustments to the levels of representation allowances be referred to the Finance Committee, for review, and the Council for approval, from time to time, as appropriate.

GUIDANCE SOUGHT FROM THE FINANCE COMMITTEE

- The Finance Committee is invited to review the document and provide its guidance to the Council on the mechanism for setting the level of representation allowances paid to staff members at grades of Deputy Director-General and Assistant Director-General.

Draft Advice

- **The Finance Committee reviewed the mechanism of automatic adjustment of representation allowances for Deputy Directors-General and Assistant Directors-General and recommended to the Council that:**
 - **the current mechanism be discontinued; and**
 - **any future adjustments to the levels of representation allowances be referred to the Finance Committee for review and the Council for approval, from time to time, as appropriate.**

1. A representation allowance is paid to staff members at grades of Deputy Director-General and Assistant Director-General to cover costs associated with the representational aspects of their work. The representation allowance does not cover all regular hospitality-related expenses and staff members in receipt of a representation allowance may also be eligible for reimbursement of expenses related to official FAO hospitality, as foreseen in the Administrative Manual or internal instructions. The representation allowance is not subject to justification and, of course, is not pensionable.
2. The representation allowance is an element of the conditions of service of higher categories. However, the International Civil Service Commission (ICSC) concluded that the representation allowance was not susceptible to common system treatment and would be better handled by executive heads under guidance from the Governing Bodies of their respective organizations¹.
3. In the case of FAO, the levels of the representation allowance used to be established, from time to time, by the Council of FAO, in line with what is still the prevailing practice throughout the United Nations System.
4. The Council of FAO at its 102nd Session in November 1992, following a vote, adjusted the levels of the representation allowances for Deputy Directors-General and Assistant Directors-General². The Council also decided that in the future revisions of the amounts would be made automatically, based on the percentage adjustment to the net base salary scale³.
5. Current representation allowance rates for Deputy Directors-General and Assistant Directors-General, revised effective 1 January 2018, are, respectively, USD 24,267 and USD 14,982, per annum. The representation allowance is paid monthly.
6. The Finance Committee is invited to submit to the Council a proposal that the current mechanism of automatic adjustment of the representation allowances, based on the percentage adjustment to the net base salary scale, be discontinued. Any future adjustments to the levels of representation allowances would be referred to the Finance Committee, for review, and the Council for approval, from time to time, as appropriate.

¹ ICSC compendium, A/45/30, paragraph 123.

² Which were set at the time at USD 13,000 per annum for DDGs and USD 8,000 per annum for ADGs.

³ Cf. CL 102REP, paragraph 160.