

## STAFFING REPORT

### STAFFING IN UN-HABITAT AS AT 30 SEPTEMBER 2017

#### REPORT OF THE EXECUTIVE DIRECTOR

The report describes the staffing situation at UN-Habitat for the third quarter of the year 2017 as at 30 September 2017.

#### A. Professional Posts

##### 1. Regular Budget

There are 50 established professional posts under the Regular Budget for the biennium 2016–2017, 41 posts or 82 per cent were occupied as at 30 September 2017, with 9 posts or 18 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 31 posts or 38.8 per cent were occupied as at 30 September 2017, and no post 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 4 active Foundation programme support posts, 3 posts or 75 per cent were occupied, with 1 post or 25 per cent under recruitment as at 30 September 2017.

###### 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 12.5 per cent under recruitment as at 30 September 2017.

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

As at 30 September 2017, 7 countries were supported by Habitat Programme Managers.

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

As at 30 September 2017, there were 6 JPOs working in UN-Habitat, 4 JPOs based in Nairobi, and 2 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	3
Japan	1
Norway	1
<b>Total</b>	<b>6</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 30 September 2017 there were a total of 227 active professional posts of which 191 or 84.1 per cent were occupied, giving an overall vacancy rate of 15.9 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 30 September 2017, there were a total of 112 active General Services and related posts, of which 104 posts or 92.9 per cent were occupied. The overall vacancy rate was 7.1 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 30 June 2017				As at 30 September 2017			
	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	41	
(1b) Regular Budget general temporary assistance**		3	2			3	2	
(1c) Habitat III Secretariat general temporary assistance		0	0			0	0	
<i>Sub-total Regular Budget (1)</i>	<b>50</b>	<b>53</b>	<b>43</b>	<b>18.9%</b>	<b>50</b>	<b>53</b>	<b>43</b>	<b>18.9%</b>
<b>Extrabudgetary Posts</b>								
<b>(2) Habitat and Human Settlements Foundation</b>	<b>80</b>	<b>31</b>	<b>31</b>		<b>80</b>	<b>31</b>	<b>31</b>	
(2a) Management, Administration and Support Budget	30	18	18		30	18	18	
(2b) Programme of Work	50	13	13		50	13	13	
<i>Sub-total Regular Budget (1) and Habitat &amp; Human Settlements Foundation (2)</i>	<b>130</b>	<b>84</b>	<b>74</b>	<b>11.9%</b>	<b>130</b>	<b>84</b>	<b>74</b>	<b>11.9%</b>
<b>(3) UN Habitat Special Accounts for Programme Support</b>								
(3a) Special Account for Foundation Programme Support	10	4	3		10	4	3	
(3b) Special Account for Technical Cooperation Programme	29	24	22		29	24	21	
(3c) Habitat Programme Managers (presence in countries)		9	9			7	7	
<i>Sub-total Core funds</i>	<b>169</b>	<b>121</b>	<b>108</b>	<b>10.7%</b>	<b>169</b>	<b>119</b>	<b>105</b>	<b>11.8%</b>
<b>(4) Other earmarked funds</b>								
(4a) Junior Professional accounts		6	6			6	6	
(4b) Activities financed from earmarked contributions		85	76			79	71	
(4c) National professionals*** (excluding HPMS)		24	10			23	9	
<i>Sub-total earmarked funds</i>		<b>115</b>	<b>92</b>	<b>20.0%</b>		<b>108</b>	<b>86</b>	<b>20.4%</b>
<b>Grand Total</b>	<b>169</b>	<b>236</b>	<b>200</b>	<b>15.3%</b>	<b>169</b>	<b>227</b>	<b>191</b>	<b>15.9%</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 30 June 2017				As at 30 September 2017			
	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	22		25	25	22	
(1b) Regular Budget general temporary assistance		4	4			4	4	
(1c) Habitat III Secretariat general temporary assistance		0	0			0	0	
<i>Sub-total Regular Budget (1)</i>	<b>25</b>	<b>29</b>	<b>26</b>	<b>10.3%</b>	<b>25</b>	<b>29</b>	<b>26</b>	<b>10.3%</b>
<b>Extrabudgetary Posts</b>								
<b>(2) Habitat and Human Settlements Foundation</b>	<b>50</b>	<b>25</b>	<b>25</b>		<b>50</b>	<b>23</b>	<b>23</b>	
(2a) Management, Administration and Support Budget	18	11	11		18	11	11	
(2b) Programme of Work	32	14	14		32	12	12	
<i>Sub-total Regular Budget (1) and Habitat &amp; Human Settlements Foundation (2)</i>	<b>75</b>	<b>54</b>	<b>51</b>	<b>5.6%</b>	<b>75</b>	<b>52</b>	<b>49</b>	<b>5.8%</b>
<b>(3) UN Habitat Special Accounts for Programme Support</b>								
(3a) Special Account for Foundation Programme Support	20	14	11		20	14	11	
(3b) Special Account for Technical Cooperation Programme Support	11	6	6		11	7	7	
<i>Sub-total Core funds</i>	<b>106</b>	<b>74</b>	<b>68</b>	<b>8.1%</b>	<b>106</b>	<b>73</b>	<b>67</b>	<b>8.2%</b>
<b>(4) Other earmarked funds</b>								
(4a) Junior Professional accounts		-	-			-	-	
(4b) Activities financed from earmarked contributions		39	36			39	37	
<i>Sub-total earmarked funds</i>		<b>39</b>	<b>36</b>	<b>7.7%</b>		<b>39</b>	<b>37</b>	<b>5.1%</b>
<b>Grand Total</b>	<b>106</b>	<b>113</b>	<b>104</b>	<b>8.0%</b>	<b>106</b>	<b>112</b>	<b>104</b>	<b>7.1%</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 30 September 2017**

Country of Nationality	International professional posts																National professional posts (incl. 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		
Afghanistan											1				1								0		2
Australia									3					1										0	4
Austria											1													0	1
Bangladesh														1										0	1
Belgium						1				2	1													0	4
Bolivia											1	1												0	2
Bosnia-Herzegovina											1													0	1
Botswana															1									0	1
Brazil									1		1										1			1	3
Burkina Faso																				1				1	1
Cambodia																								1	1
Cameroon										1														0	1
Canada									4		2	1	1											0	8
Chad												1												0	1
China										2														0	2
Colombia								1	1															0	2
Denmark													1											0	1
Egypt								1	1															0	2
Ethiopia														1							1			1	2
Finland													1											0	1
France									1		1		1	1	1	1								0	6
Gabon												1												0	1
Gambia										1		1												0	2
Germany										1	2	2	1		4	3								0	13
Ghana								1																0	1
Grenada														1										0	1
Guinea														1										0	1
India										1	1	1		1										0	4
Indonesia												1		1										0	2
Iran										1														0	1

Country of Nationality	International professional posts																Total Int'l professionals	National professional posts (incl. 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		
Iraq													1										0	1	
Italy									1	3	3	1	1											0	9
Japan							1	1	1	1		1	2	2	1									0	10
Kenya											3		5	6	1	1								5	21
Lebanon										1				1										0	2
Lithuania										1														0	1
Malawi											1		2											0	3
Malaysia											1		1		1									0	3
Mexico								1																0	1
Mongolia											1													0	1
Nepal										1	1													0	2
Netherlands												2												0	2
Niger												1		1										0	2
Nigeria										1	1	1	1											0	4
Norway														1		1								0	2
Peru													1											0	1
Philippines												1	1											1	3
Rep. of Korea										1														0	1
Russian Federation																		1						1	1
Rwanda			1																					0	1
Senegal										1														0	1
Serbia																		1						1	1
Somalia																1			1	1				2	3
South Africa												1												0	1
Spain		1								1		2	2	1										0	7
Sri Lanka												1		1										1	3
Sweden											1		2											0	4
Switzerland																1								0	1
Syria										1														0	1
Tanzania										1														0	1
Turkey														2										0	2
Uganda					1		1					1												0	3
United Kingdom						1				4	1		3	1										0	10

Country of Nationality	International professional posts															Total Int'l professionals	National professional posts (incl. 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 States of America											1		1										0	2	
Uruguay													1										0	1	
Vietnam															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>2</b>	<b>2</b>	<b>6</b>	<b>5</b>	<b>33</b>	<b>20</b>	<b>30</b>	<b>26</b>	<b>28</b>	<b>10</b>	<b>10</b>	<b>175</b>	<b>1</b>	<b>8</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>16</b>	<b>191</b>

<b>Total Number of Female = 70</b>
<b>Total Number of Male = 121</b>
<b>Total Number of Countries = 68</b>

**UN-Habitat Staff Members Distribution by Duty Station, Category and Gender**  
**as at 30 September 2017**

Duty Station	Professional category			National professional category (including HPMs)			General Service category			Grand Total
	Female	Male	Total	Female	Male	Total	Female	Male	Total	
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		3	3			0	1		1	4
Bukavu	1		1			0			0	1
Bunia		1	1			0			0	1
Cairo	1	2	3			0			0	3
Colombo		1	1		1	1			0	2
Damascus		1	1			0			0	1
Erbil	1	1	2			0			0	2
Fukuoka	1	7	8			0	3		3	11
Garoowe			0		1	1			0	1
Geneva		1	1			0			0	1
Goma		2	2			0			0	2
Hargeisa			0	1		1			0	1
Juba		1	1			0			0	1
Kabul	1	3	4			0			0	4
Khartoum		2	2			0			0	2
Kuwait		1	1			0			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	50	66	116	2	3	5	67	25	92	213
Nay Pyi Taw		1	1			0			0	1
New York	2	3	5			0	1	1	2	7
Ouagadougou			0		1	1			0	1
Panama City		1	1			0			0	1
Phnom-Penh			0		1	1			0	1



Duty Station	Professional category			National professional category (including HPMS)			General Service category			Grand Total
	Female	Male	Total	Female	Male	Total	Female	Male	Total	
Pristina	1		1		1	1			0	2
Rio de Janeiro	1	2	3	1		1	3		3	7
Riyadh		1	1			0			0	1
Tehran		2	2			0			0	2
Vientiane		1	1			0			0	1
Yangon		1	1			0			0	1
<b>Grand Total</b>	<b>65</b>	<b>110</b>	<b>175</b>	<b>5</b>	<b>11</b>	<b>16</b>	<b>77</b>	<b>27</b>	<b>104</b>	<b>295</b>
Gender as percentage (%) of category	37.1%	62.9%		31.3%	68.8%		74.0%	26.0%		

<b>Total Number of Duty Stations:</b>	<b>40</b>
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