

RESOLUTION (69) 38

(Adopted by the Ministers' Deputies on 28 November 1969)

**SALARIES AND ALLOWANCES OF THE PERMANENT STAFF
OF THE COUNCIL OF EUROPE**

The Committee of Ministers of the Council of Europe,

Having regard to Resolution (51) 1 as amended and supplemented by Resolutions (51) 74, (52) 28, (55) 1, (55) 6, (55) 26, (56) 26, (59) 3, (62) 37, (66) 16 and (66) 44;

Having regard to the 54th report, dated 7 May 1969, of the Co-ordinating Committee of Government Budget Experts, approved by the Committee of Ministers at the 181st meeting of the Ministers' Deputies (23 to 27 June 1969);

Whereas it is necessary, as a result of this approval, to revise the regulations governing the salaries and allowances of the permanent staff of the Council of Europe;

On the proposal of the Secretary General,

Resolves as follows :

ARTICLE 1 - Basic salaries

1. The basic salaries of the permanent staff of the Council of Europe shall be fixed according to the scales set out below (see next page).

2. The basic salaries of newly appointed permanent staff shall be fixed at the lowest step in the scale for their grades, save in such exceptional cases as shall be authorised by the Secretary General for cause shown.

3. Each member of the permanent staff may advance up the scale for his grade by the steps shown, by decision of the Secretary General after consideration of the manner in which he carries out his duties.

BASIC YEARLY SALARIES

French francs

Category and grade	Steps											Increment per step	
	1	2	3	4	5	6	7	8	SI	SII			
A7	82,500	86,375	90,250	94,125	98,000							3,875	
A6	73,000	76,100	79,200	82,300	85,400	88,500						3,100	
A5	63,000	65,220	67,440	69,660	71,880	74,100	76,320	78,540	80,760	82,980		2,220	
A4	54,000	55,830	57,660	59,490	61,320	63,150	64,980	66,810	68,640	70,470		1,830	
A3	45,000	46,610	48,220	49,830	51,440	53,050	54,660	56,270	57,880	59,490		1,610	
A2	36,000	37,165	38,330	39,495	40,660	41,825	42,990	44,155	45,320	46,485		1,165	
A1	28,500	29,500										1,000	
B6	31,500	32,605	33,710	34,815	35,920	37,025	38,130	39,235	40,340	41,445		1,105	
B5	27,500	28,490	29,480	30,470	31,460	32,450	33,440	34,430	35,420	36,410		990	
B4	23,750	24,605	25,460	26,315	27,170	28,025	28,880	29,735	30,590	31,445		855	
B3	20,000	20,700	21,400	22,100	22,800	23,500	24,200	24,900	25,600	26,300		700	
B2	16,000	16,560	17,120	17,680	18,240	18,800	19,360	19,920	20,480	21,040		560	
B1	13,000	13,475	13,950	14,425	14,900	15,375	15,850	16,325	16,800	17,275		475	
C6	21,800	22,565	23,330	24,095	24,860	25,625	26,390		27,155	27,920		765	
C5	19,600	20,285	20,970	21,655	22,340	23,025	23,710		24,395	25,080		685	
C4	17,350	17,955	18,560	19,165	19,770	20,375	20,980		21,585	22,190		605	
C3	14,400	14,905	15,410	15,915	16,420	16,925	17,430		17,935	18,440		505	
C2	11,900	12,365	12,830	13,295	13,760	14,225	14,690		15,155	15,620		465	
C1	9,400	9,730	10,060	10,390	10,720	11,050	11,380		11,710	12,040		330	
	1	2	3	4	5	6	7	8	9	10	11	12	
L5	57,170	59,320	61,470	63,620	65,770	67,920	70,070	72,220	74,370	76,520			2,150
LI/ 4 - LT/ 4	49,410	51,290	53,170	55,050	56,930	58,810	60,690	62,570	64,450	66,330	68,210	70,090	1,880
LI/ 3 - LT/ 3	46,890	48,560	50,230	51,900	53,570	55,240	56,910	58,580	60,250	61,920			1,670
LT/ 2	37,320	38,990	40,660	42,330	44,000	45,670	47,340	49,010	50,680	52,350			1,670
LI/ 1 - LT/ 1	30,730	31,960											1,230

Such advancement shall be continuous, from one step to the next. It may take place every twelve months for staff in categories A, B and C and every eighteen months for staff in category L.

In grades which carry special steps, however, the first special step shall be open only to staff with eight years' service or more who have served at least three years at the highest ordinary step. The second special step shall be open only to staff who have served at least three years at the first special step.

ARTICLE 2 - Allowance for heads of families

1. An allowance for family expenses shall be payable to staff who are heads of families. It shall be equal to .6 % of their basic salaries but in no case be less than 6 % of the basic salary for grade B3, step 1.

2. The following shall be regarded as heads of families :

(i) Male married staff :

(ii) Female married staff :

(a) who have head-of-family status under the laws of their countries or by virtue of a judicial decision; or

(b) who are separated, de jure or de facto, from their husbands and have one or more dependent children as defined in Article 3 (1) below; or

(c) whose husbands cannot carry on a remunerated activity permitting them to support their families because of permanent disablement certified by a doctor approved by the Council of Europe;

(iii) Widowed, divorced or unmarried staff of either sex who have one or more dependent children as defined in Article 3 (1) below.

ARTICLE 3 - Allowance in respect of dependent children or other dependants

1.

(i) An allowance of 1,920. FF a year shall be payable to staff with head-of-family status as defined in Article 2 above in respect of each legitimate, natural or adopted child under 18 years of age who is dependent on them for main and continuing support.

(ii) By decision of the Secretary General for cause shown, this allowance shall be payable to a staff member in respect of a child under 18 years of age who :

(a) is in the process of being legally adopted by the staff member and is dependent on him for main and continuing support; or

(b) is a total orphan and is dependent on the staff member for main and continuing support.

(iii) The allowance shall continue to be payable until the dependent child reaches the age of 25 if he (or she) is receiving, on a full-time basis, a school or university education or vocational training which does not carry a wage or salary properly so called.

(iv) The allowance shall continue to be payable without any age-limit if the dependent child cannot support himself (herself) owing to permanent disablement certified by a doctor approved by the Council of Europe.

(v) If a staff member receives under his country's laws or regulations an allowance whose purpose is the same as that of the allowance provided for in this article, the amount of that allowance shall be deducted from the allowance payable by the Council of Europe.

2. An allowance equal in amount to the allowance payable in respect of a dependent child shall, by decision of the Secretary General for cause shown, be payable to a staff member in respect of any ascendant of either himself or his spouse, where such ascendant is dependent on him for main and continuing support and in respect of any relative by blood or marriage whom he is under a legal obligation to provide with main and continuing support.

Article 4 - Expatriation or residence allowance

1. An expatriation allowance shall be payable to staff in categories A, L and B who :

- (i) are nationals of a country other than France and who do not have French nationality under French law ; and
- (ii) were not permanently resident in France at the time of their appointment to the Council of Europe.

2. This allowance shall comprise :

- (i) for staff in categories A, L and B, a sum equal to 20% of their basic salaries if they are heads of families within the meaning of Article 2 above and to 16% if they are not ;
- (ii) for staff in category B, an additional fixed amount depending on their grades and family situation, as follows :

Grade	For heads of families	For other staff
B6) B5)	1,080. FF a year	720. FF a year
B4) B3)	1,890. FF a year	1,500. FF a year
B2) B1)	3,000. FF a year	2,500. FF a year

- (iii) a sum of 660 FF a year in respect of each dependent child as defined in Article 3 (1) above.

The combined total of the sums specified under (i) and (ii) above shall in no case be less than the total payable under this head to a staff member in grade B3, step 1.

3. Permanent staff of French nationality who, at the time of their appointment to the Council of Europe, were ordinarily resident at a distance of more than 300 kilometers from their duty station shall be paid an allowance amounting :

- (i) for heads of families, to 35 % of the expatriation allowance payable to non-French staff with head-of-family status;
- (ii) for other staff, to 15 % of that allowance.

ARTICLE 5 - Education allowance

1.

(i) Non-French staff in receipt of the expatriation allowance shall, at their request, be paid an education allowance in respect of each dependent child as defined in Article 3 (1) above who attends, regularly and on a full-time basis, an educational establishment outside France.

(ii) The monthly amount of this allowance shall be as follows :

- 100 FF per child following primary education ;
- 200 FF per child following secondary education ;
- 300 FF per child attending a university or an educational establishment of equivalent level.

2.

(i) Non-French staff in receipt of the expatriation allowance shall, at their request, also be paid an education allowance in respect of each dependent child within the meaning of Article 3 (1) above who is attending an educational establishment in France, provided that the establishment does not form part of the French state educational system and that they have excessive expenditure to meet.

(ii) In such a case, the educational allowance shall consist of two elements :

(a) a fixed element as follows :

- 40 FF a month per child attending a primary school ;
- 60 FF a month per child attending a secondary school ;
- 110 FF a month per child attending a university or an educational establishment of equivalent level.

(b) the reimbursement, upon production of vouchers, of tuition, boarding and examination fees and travel expenses.

The aggregate of these two elements may not exceed the corresponding sum payable under paragraph 1. (ii) above.

3. Entitlement to the education allowance shall commence on the first day of the month in which the child begins to attend a primary school. It shall cease when the child completes his (her) full-time education and in any case not later than the end of the month in which he (she) reaches the age of 25. Evidence of enrolment at the educational establishment shall be furnished each year in the form of a certificate issued by that establishment.

4. The allowance shall continue to be payable during school holidays, provided that he (she) resumes attendance at an educational establishment after the holiday period.

5. The amount of any education allowance received from another source in respect of the child, such as a scholarship or a study grant, shall be deducted from the educational allowance payable by the Council of Europe.

6. The education allowance and the sum provided for in respect of a dependent child as part of the expatriation allowance in Article 4 (2) (iii) above shall not be payable concurrently.

7. A staff member in receipt of the education allowance whose child (children) is (are) being educated at a place more than 300 kilometres from his duty station may, once a year, be reimbursed the return fare, in respect of the child(ren), between the two places by the cheapest means of transport. The amount refundable may not, however, exceed the return fare between the place of duty and the place recognised for the purposes of home leave. Furthermore, a staff member who has received such a refund may not, in the course of the same year, apply for a home leave journey to be refunded in respect of the same child or children.

ARTICLE 6 - Settling-in allowance

1. A settling-in allowance shall be payable to permanent staff who either are in receipt of the expatriation allowance or were, at the time of their appointment to the Council of Europe, ordinarily resident more than 100 kilometres from their duty station.

This allowance shall also be payable to a staff member who has to change his permanent residence as a result of being transferred from one place of duty to another more than 100 kilometres away.

2. The amount of the allowance shall be a proportion of his basic annual salary as follows :

- | | |
|--|-------------|
| - for heads of families with two or more dependent children..... | one-sixth |
| - for heads of families with one or no dependent child..... | one-eighth |
| - for other staff | one-twelfth |

3. The allowance shall be payable when the staff member takes up his duties. If the staff member is a head of family, however, it shall not be payable in full until he has taken up residence with his family at his place of duty. If he is not joined by his family, the amount payable to him shall be that payable to a staff member who is not a head of family.

4. A staff member whose contract is terminated during his period of probation or who resigns before completing two years' service shall be required to repay to the Council of Europe a sum proportionate to the length of time which he would have had to serve in order to complete two years' service.

ARTICLE 7 - Language allowance

A language allowance of 720 FF a year may be granted to staff in grades B1 and B2 who give evidence of an adequate knowledge of the two official languages.

ARTICLE 8 - Payment of overtime work

Overtime work by staff in grades B3, B2 and B1 and in category C shall, where the exigencies of the service preclude their being granted compensatory leave, be payable on such conditions as shall be laid down by the Secretary General.

ARTICLE 9 - Rent allowance

1. Staff who live in accommodation which the Secretary General, having regard to their duties and family situation, deems suitable to their needs may be paid a rent allowance if their rent exceeds a sum equal :

- to 18 % of their emoluments, in the case of staff in category C and in category B up to grade B4 inclusive;
- to 20 % of their emoluments, in the case of staff in grades B5, B6, A1-A3 and L1-L4;
- to 22 % of their emoluments, in the case of staff in grade L5 and grades A4 and above.

2. The amount of this allowance shall be a percentage, as shown below, of the difference between the rent paid and sum specified in the preceding paragraph, viz :

- 50 % in the case of unmarried staff and staff who are heads of family without children;
- 55 % in the case of staff with one dependant as defined in Article 3 above;
- 60 % in the case of staff with two dependants as defined in Article 3 above;

provided always that the total of the allowance shall in no case exceed 5% of the emoluments of the recipient.

The allowance shall be payable by decision of the Secretary General for cause shown. The Secretary General shall take his decision in the light of supporting documents.

3. For the purposes of this article :

- (i) "Rent" shall mean the rent paid by the occupier of the accommodation, net of any charges for heating, lighting, water, gas, electricity, cleaning etc. Where such charges are not distinguishable from the rent and/or in the case of rent paid for furnished accommodation, an appropriate amount shall be deducted from the gross rent.

(ii) "Emoluments" shall mean basic salary plus any cost-of-living allowance, expatriation or residence allowance, head-of-family allowance or language allowance, less social security, supplementary insurance and pension fund contributions.

4. The rent allowance shall not be payable to a staff member who owns within a reasonable distance of his duty station accommodation which he could occupy himself.

5. The rent allowance shall not be payable to a married staff member unless he has recognised head-of-family status.

ARTICLE 10 - Extra duties allowance

An extra duties allowance shall be payable to a staff member who is instructed by the Secretary General, in the interests of the service, to assume all the responsibilities attaching to a post higher than his own which is vacant or whose holder is temporarily unable to carry out his duties.

The amount of this allowance shall correspond to two steps in the basic salary scale (including any cost-of-living allowance) for the grade of the staff member carrying out the extra duties.

The allowance shall be payable from the third consecutive month of service in the higher post, without retroactive effect in respect of the first two months. Its award shall be reviewed after six months.

ARTICLE 11 - Date of effect

The provisions of this resolution shall supersede as from 1 January 1969 those of Resolution (51) 1 as amended and supplemented by Resolutions (51) 74, (52) 28, (55) 1, (55) 6, (55) 26, (56) 26, (59) 3, (62) 37, (66) 16 and (66) 44.

ARTICLE 12 - Transitional provisions¹

1. The application of the provisions of Articles 1, 2, 3 and 4 above may not in any case result in a member of staff receiving less by way of net total remuneration than that received by him before the entry into force of the said provisions, even if some of the items in that net total remuneration are reduced below their previous level.

2. Members of staff who resigned from a permanent post after 1 January 1969 but before 27 June 1969 shall be entitled, on demand made before 27 June 1970, to the increased emoluments arising out of the approval of this report for the period between 1 January 1969 and the effective date of leaving the service.

1. These provisions are derived from paragraphs 35 and 36 of the 54th report of the Co-ordinating Committee of Government Budget Experts.