

**PREPARATORY COMMISSION FOR THE
INTERNATIONAL RENEWABLE ENERGY AGENCY**

Resignation of the Interim Director-General

Fourth session
24th and 25th October, 2010
Abu Dhabi, UAE

PC.4/DC.2
Agenda item 7

**Decision on the
Resignation of the Interim Director-General**

The Preparatory Commission for the International Renewable Energy Agency (hereinafter referred to as the “Commission”), at its fourth session:

Having considered the question of the resignation submitted by the Interim Director-General;

Notes that Ms Hélène Pelosse was offered the opportunity to sign the agreement attached to this resolution and did not accept that offer;

- I. *Accepts* the resignation of Ms Hélène Pelosse as Interim Director-General of the Interim Secretariat, effective on 26 October 2010;

- II. *Authorizes* the Chairperson of the Fourth Session of the Commission to conclude the arrangement for Ms Hélène Pelosse’s separation from service as Interim Director-General of the Interim Secretariat in accordance with these terms set out in the attached agreement and its Annexes;

- III. Expresses its gratitude to Ms Hélène Pelosse for her services rendered to the Commission.

Draft Agreement

Between the Preparatory Commission for the International Renewable Energy Agency (hereinafter referred to as the "Commission) represented by Mr. Rafael Conde de Saro in his capacity as Chairperson of the Fourth Session of the Commission being duly authorized to act as such by decision adopted by the Commission on 24 October 2010, and Ms Hélène Pelosse, Interim Director-General of the Interim Secretariat of the Commission.

The Commission and Ms Hélène Pelosse are referred to herein collectively as the "Parties";

Noting that the Commission, through decision IRENA/PC.2/dc.2 established the position of Interim Director-General at the level of Assistant Secretary-General;

Noting further that the Commission, through decision IRENA/PC.2/SR appointed Ms Hélène Pelosse as Interim Director-General of the Interim Secretariat on 29th June 2009;

Noting that through letter dated 10 October 2010 Ms Hélène Pelosse expressed her intention to step down from her position as Interim Director-General with a legal end-date to be determined;

Noting further that the Commission has accepted the resignation of Ms Hélène Pelosse effective on 26 October 2010;

Considering also that in the above-mentioned letter Ms Hélène Pelosse indicated that her successor should be ready to take on the task as soon as possible after the Fourth Session of the Commission;

Now therefore, both Parties have agreed as follows:

1. The Parties acknowledge the resignation of Ms Hélène Pelosse, effective on 26 October 2010.
2. All separation payments which may be due to the Interim Director-General, as contained in Annex I attached hereto shall be calculated and paid in accordance with the Staff Regulations, Staff Rules and all applicable provisions of the Commission^{1,2}.
3. The Interim Director-General acknowledges that she has received to her entire satisfaction the contributions to the Staff Provident Fund due under the applicable provisions of the Commission, including both her share and the Commission's share of the contributions up to the month of September 2010.

The Interim Director-General also agrees that Commission's share of the contribution to the Staff Provident Fund corresponding to the month of October 2010 shall be calculated on the basis of the applicable rates of contribution and the scale of Pensionable Remuneration for the Professional and Higher categories as established by the ICSC³ and prorated to the date of separation from service

¹ Salary Scale for the Professional and higher categories (effective 1 January 2010) is found in Annex II. Source: United Nations Common System of Salaries, Allowances and Benefits, International Civil Service Commission, August, 2010.

² Consolidated Post Adjustment Circular International Civil Service Commission, ICSC/CIRC/PAC/430 (Effective 01 October 2010) is found in Annex III

³ Annex IV. Source: International Civil Service Commission. Retrieved on 21 October 2010 from <http://icsc.un.org/sal.pr.sasp>

4. Ms Hélène Pelosse and the Commission agree that this agreement contains a full settlement of disputes and issues arising from the terms of the employment relationship between Ms Hélène Pelosse and the Commission up to and including the date of this agreement. It is also understood and agreed that this Agreement is a full and final settlement applying to all damages or losses to Ms Hélène Pelosse which may result from or in any way related to her employment with the Commission up to and including the date of this Agreement.
5. The Parties agree that neither will engage in any conduct or communication designed to disparage the other.
6. Ms Hélène Pelosse agrees to exercise the utmost discretion with regard to matters of official business of the Commission known to her by reason of her official position and not to communicate information that she knows or ought to have known has not been made public, except as duly authorized in writing by the Secretariat.
7. Nothing in this Agreement shall be construed as a waiver of any immunity that may apply to the Commission.
8. This Agreement constitutes the entire agreement among the parties, and there are no other understandings or agreements, written or oral, among them on the subject. The Parties agree that this Agreement may not be modified, altered, amended, or otherwise changed except upon written consent by each of the Parties hereto.

SIGNED this day of 2010 at Abu Dhabi, United Arab Emirates.

(.....)

Mr Rafael Conde de Saro
Chairperson of the Fourth Session of the
Preparatory Commission
acting on behalf of the Commission

(.....)

Ms Hélène Pelosse
Interim Director-General

Annex I

Separation Payments

I. Legal Framework**1. Salary for the month of October**

Pursuant to the provisions of Staff Rule 104.8 (a) (ii) staff members who are not in pay status for a full calendar month are paid on a daily basis.

Consistent with the same provision, a day's pay is calculated by taking the sum of 1/360 of the annual base salary and 1/360 of the allowances and adjustments expressed on an annual basis.

2. Repatriation Grant

Consistent with the provisions of Staff Rule 110.1 and 104.8(b) and according to Annex IV of the Staff Regulations of the United Nations, which defines the scales of amounts of the repatriation grant for staff members as follows: (as applicable)

Years of continuous service away from home country	Staff member with a spouse or dependent child at time of separation	Staff member with neither a spouse nor dependent child at time of separation	
		Professional and higher categories	General Service category
Weeks of gross salary, less staff assessment, where applicable			
1.	4	3	2
2.	8	5	4

The Repatriation Grant shall be equivalent to the length of the service with the Commission expressed in weeks of gross salary less staff assessment.

Consistent with Staff Rule 104.8 (iii) "each week of salary" means 1/52 of the annual terminal remuneration, which is defined in Staff Rule 101.2 (d) as net base salary for the professional and higher category.

3. Travel Expenses

Shall be calculated in harmony with Staff Rule 108.17 (a) (i) and (ii) as applicable and in the context of Staff Rule 108.15 (c) (ii)

4. Commutation of Accrued Annual Leave

Pursuant to the provisions of Staff Rule 104.8 (c) payment for each day of accumulated annual leave shall be at the rate of 1/260 of the annual base salary and post adjustment applicable to the IRENA office at the time of separation for professional and higher graded staff.

5. Contributions to the Staff Provident Fund

The Interim Director-General acknowledges that she has received to her entire satisfaction the contributions due under the applicable provisions to the Staff Provident Fund, including her share and the Organisation's share of the contributions up to the month of September 2010.

The Organisation's share of the contribution to the Staff Provident Fund corresponding to the month of October 2010 shall be calculated on the basis of the applicable rates of contribution and the scale of Pensionable Remuneration for the Professional and Higher categories as established by the ICSC and prorated to the date of separation from service.

6. Non-removal allowance in proportion to the total length of service⁴

Consistent with Staff Rule 108.7 (c) the non-removal allowance is payable in proportion to the total length of service with the Organisation.

At present the rate of non-removal allowance established by the ICSC for Group 3 (D-1 and above) at dependency status is USD 3,150 per annum.

7. Dependency Allowance⁵

Consistent with Staff Rule 104.3 (a) staff members appointed to the professional and higher categories are entitled to a dependant's allowance for each dependant as defined in Staff Rule 101.2 (e)

The current rate of children's allowance established by the ICSC is USD \$2,686 per annum. This entitlement shall be reduced by the amount of any benefit paid from any other public source by way of social security payments, under public law, by reason of such child.

II. Calculation

Date of entry on duty:	29 June 2009
Date of Separation from Service:	26 October 2010
1 year 3 months and 28 days	
1. <u>Salary for the month of October</u>	
Annual net Salary (dependency rate) Assistant Secretary-General	USD\$ 131,964
Post Adjustment Index:	68.1%

⁴ As established by the ICSC, Annex V. Source: United Nations Common System of Salaries, Allowances and Benefits, International Civil Service Commission, August, 2010.

⁵ As established by the ICSC, Annex VI. Source: United Nations Common System of Salaries, Allowances and Benefits, International Civil Service Commission, August, 2010.

Salary 1-26 October:	USD \$16,021.16
2. <u>Repatriation Grant</u>	
Years of continuous service away from home country: 1 year 3 months and 28 days	
Weeks of net base salary:	5.333
Amount of the Repatriation grant:	USD \$13,534.77
3. <u>Relocation Grant</u>	USD \$10,000.00
4. <u>Accrued Annual Leave</u>	
Accrued unused annual leave:	15 days
Commutation of accrued annual leave:	USD \$12,979.97
5. <u>Organisation's share of contribution to the Provident Fund</u> (Pro-rata basis for the month of October)	USD \$3,036.37
6. <u>Non-removal allowance</u> (29 June 2009-26 October 2010)	USD \$4,200.00
7. <u>Dependency Allowance</u> (2 eligible children) (From 29 June 2009 to 26 October 2010)	USD \$7,162.00

End of Annex I

Salary scale for the Professional and higher categories:
Annual gross salaries and net equivalents after application of staff assessment
 (United States dollars)
 (In US dollars - effective 1 January 2010)

Level	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	STEPS	
USG	Gross	201,351															
	Net D	143,878															
ASG	Gross	183,022															
	Net D	131,964															
D-2	Gross	149,903	153,214	156,529	159,846	163,160	166,475										
	Net D	110,434	112,589	114,744	116,900	119,054	121,209										
D-1	Gross	101,454	103,273	105,085	106,891	108,693	110,485										
	Net D	101,674	103,567	105,455	107,348	109,241	111,132	113,025	114,916	116,807	105,410	107,028					
P-5	Gross	113,404	115,771	118,140	120,504	122,874	125,238	127,607	129,974	132,341	134,707	137,075	139,441	141,810			
	Net D	85,615	87,224	88,835	90,443	92,054	93,662	95,273	96,882	98,492	100,101	101,711	103,320	104,931			
P-4	Gross	79,537	80,967	82,393	83,818	85,241	86,659	88,077	89,491	90,904	92,314	93,721	95,528				
	Net D	92,907	95,064	97,221	99,378	101,626	103,909	106,196	108,478	110,763	113,044	115,331	117,612	119,897	122,182	124,468	
P-3	Gross	66,482	71,393	72,946	74,499	76,052	77,606	79,158	80,713	82,265	83,819	85,370	86,925	88,476	90,030	91,584	93,138
	Net S	67,897	69,311	70,720	72,130	73,539	74,946	76,351	77,754	79,157	80,558	81,958	83,357	84,755	86,151		
P-2	Gross	59,200	60,637	62,076	63,512	64,951	66,388	67,825	69,285	70,742	72,139	73,579	75,014	76,454	77,890	79,327	
	Net S	55,259	56,581	57,906	59,227	60,551	61,871	63,192	64,517	65,837	67,159	68,477	69,796	71,112	72,431	73,749	
P-1	Gross	46,037	61,919	63,707	65,492	67,279	69,065	70,850	72,638	74,419	76,208	77,996	79,779	81,568			
	Net D	47,205	50,369	51,654	52,941	54,227	55,512	56,799	58,082	59,370	60,657	61,941	63,229				
	Gross	38,854	40,092	41,325	42,564	43,797	45,033	46,270	47,507	48,740	49,976	51,211	52,444	53,678	54,907	56,141	
	Net S	36,651	37,790	38,930	40,068	41,207	42,344	43,484	44,609	45,728	46,848						

D = Rate applicable to staff members with a dependent spouse or child
 S = Rate applicable to staff members with no dependent spouse or child

*/ Staff assessment to be used in conjunction with gross base salaries

A. Staff assessment rates for those with dependants
 Assessable income
 (United States dollars)

First 50,000	19
Next 50,000	28
Next 50,000	32

Remaining assessable amount
 35

B. Staff assessment rates for those without dependants

Staff assessment amounts for those with neither a dependent spouse nor a dependent child would be equal to the difference between the gross salaries at different grades and steps and the corresponding net salaries at the single rate.

VII. CONSOLIDATED POST ADJUSTMENT CIRCULAR

Effective 1 October 2010

Country or area	Exchange rate	Post Adjustment (New York, November 1995 = 100)					Thresholds		
		Index	Multiplier	Change	Effective date	Reason for change	Rate		Effective date
							Dep.	Sing.	
Somalia	31900.00	108.1	11.5		Nov-08		15	17	Sep-99
South Africa /W40	6.970	136.3	32.7		Jul-10		15	17	Apr-04
Spain	0.735	151.1	54.2	Y	Oct-10	ER	19	21	Nov-08
Sri Lanka /W40	111.76	128.3	33.9		Jul-10		17	19	Nov-09
Sudan /W40	2.5000	146.1	50.2		Jul-10		21	23	Feb-04
Suriname	2.75	127.2	30.4		Mar-10		17	19	Feb-09
Swaziland /W40	6.97	138.1	38.1	Y	Oct-10	H	11	12	Sep-03
Sweden	6.74	154.2	62.0	Y	Oct-10	ER	22	24	Nov-06
Switzerland	0.976	189.6	93.7	Y	Oct-10	ER	21	23	Apr-06
Syrian Arab Republic /W40	46.30	139.0	39.2		Jul-10		23	26	Jun-10
Tajikistan /W40	4.43	137.2	40.6		Jul-10		13	14	Aug-10
Tanzania, U. Republic	1517.00	136.2	39.5		Jul-10		25	28	Dec-09
Thailand /W40	30.600	142.7	41.2		Jul-10		19	21	Sep-06
Timor-Leste /W40	1.00	142.4	47.5		Nov-08		12	13	Nov-05
Togo /W40	482.128	143.7	56.7		Mar-10		14	16	Jul-10
Tonga	1.79	138.2	44.5		Jul-10		9	10	Jan-09
Trinidad/Tobago	6.20	151.0	50.2		Jul-10		26	29	Oct-08
Tunisia	1.420	121.4	24.3		Jul-10		18	20	Oct-04
Turkey	1.480	143.3	47.0		Jul-10		19	21	Jul-08
Turkmenistan /W40	2.85	146.9	48.7		Mar-10		10	11	Nov-04
Uganda	2247.00	123.9	30.3		Jul-10		23	26	Mar-07
Ukraine	7.91	141.9	49.8		Jul-10		24	27	Jan-09
United Arab Emirates	3.670	168.1	68.1	Y	Oct-10	PP	31	34	Nov-09
United Kingdom	0.633	161.1	61.1	Y	Oct-10	ER	27	30	Apr-06
U.S.A., El Paso 6/	1.00	116.3	16.9		Apr-10				
U.S.A., Miami 7/	1.00	141.9	42.6		Apr-10				
U.S.A., New York	1.00	162.4	63.5		Aug-08		29	32	Aug-08
U.S.A., San Francisco 8/	1.00	154.1	55.2		Aug-08				
U.S.A., Washington D.C.	1.00	141.9	42.6		Apr-10		25	28	Apr-06
Uruguay	20.12	141.7	42.3		Jul-10		19	21	Jan-09
Uzbekistan	1620.00	129.6	32.4		Jul-10		19	21	Oct-08
Vanuatu	91.78	175.3	75.3	Y	Oct-10	PP	15	17	Y

PENSIONABLE REMUNERATION FOR STAFF IN THE PROFESSIONAL AND HIGHER CATEGORIES
 (in United States dollars)
Effective 1 August 2008

Level	STEPS														
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
USG	287,872														
ASG	266,074														
D-2	221,246	226,277	231,304	236,327	241,354	246,380									
D-1	201,097	205,222	209,346	213,461	217,585	221,913	226,333	230,751	235,162						
P-5	167,337	170,844	174,349	177,860	181,366	184,873	188,377	191,889	195,394	198,901	202,410	205,925	209,684		
P-4	136,592	139,973	143,346	146,721	150,104	153,476	156,853	160,234	163,608	166,982	170,356	173,745	177,116	180,493	183,872
P-3	112,262	115,131	117,995	120,856	123,726	126,590	129,455	132,324	135,323	138,458	141,590	144,720	147,855	150,986	154,119
P-2	92,100	94,669	97,227	99,791	102,354	104,916	107,478	110,038	112,604	115,167	117,727	120,292			
P-1	71,718	74,186	76,648	79,109	81,574	84,034	86,502	88,961	91,425	93,887					

**COMMON SCALE OF STAFF ASSESSMENT APPLICABLE TO PROFESSIONAL AND HIGHER
 CATEGORIES AND GENERAL SERVICE AND RELATED CATEGORIES**
Effective 1 January 1997

Total assessable payment (United States dollars)	Staff assessment rates used in conjunction with pensionable remuneration (percentage)	
	Dependency staff assessment rates for application to Professional and higher categories	Single staff assessment rates for application to General Service and related categories
Up to 20,000 per year	11	19
20,001 to 40,000 per year	18	23
40,001 to 60,000 per year	25	26
60,001 and above per year	30	31

Table 7

<i>MOBILITY ALLOWANCE</i> <i>(Annual amounts in United States dollars)</i> <i>Group 3 (D-1 and above) single status</i>				
Duty station category	Number of Assignments			
	1	2 - 3	4 - 5 - 6	7 +
H	-	-	2 520	3 150
A	-	6 780	9 160	12 360
B	-	6 780	9 160	12 360
C	-	6 780	9 160	12 360
D	-	6 780	9 160	12 360
E	-	6 780	9 160	12 360

Table 8

<i>NON-REMOVAL ALLOWANCE</i> <i>(Annual amounts in United States dollars)</i>						
Group 1 (P-1 to P-3)		Group 2 (P-4 to P-5)		Group 3 (D-1 and above)		
Duty station	Dependency status	Single status	Dependency Status	Single status	Dependency status	Single status
H	2 100	1 580	2 630	1 970	3 150	2 360
A	2 100	1 580	2 630	1 970	3 150	2 360
B	2 100	1 580	2 630	1 970	3 150	2 360
C	2 100	1 580	2 630	1 970	3 150	2 360
D	2 100	1 580	2 630	1 970	3 150	2 360
E	2 100	1 580	2 630	1 970	3 150	2 360

Annex IV

**Amounts of children's and secondary dependant's allowances
for Professional and higher categories**
Effective 1 January 2009

Country	Currency	Children's allowance			Secondary dependant's allowance		
		Before 1 Jan. 2007	Between 1 Jan. 2007 and 31 Dec. 2008	On or after 1 Jan. 2009	Before 1 Jan. 2007	Between 1 Jan. 2007 and 31 Dec. 2008	On or after 1 Jan. 2009
Australia	Australian Dollar	4 013	4 013	4 013	1 404	1 404	1 404
Austria	Euro	2 231	2 092	2 031	814	763	711
Belgium	Euro	2 031	2 031	2 031	711	711	711
Bulgaria	Lev	3 973	3 973	3 973	1 390	1 390	1 390
Canada	Canadian Dollar	3 274	3 274	3 274	1 146	1 146	1 146
Cyprus	Euro	2 031	2 031	2 031	711	711	711
Czech Republic	Czech Koruna	53 989	53 989	53 989	18 896	18 896	18 896
Denmark	Danish Krone	15 125	15 125	15 125	5 293	5 293	5 293
Finland	Euro	2 031	2 031	2 031	711	711	711
France	Euro	2 031	2 031	2 031	711	711	711
French Guiana	Euro	2 031	2 031	2 031	711	711	711
Germany	Euro	2 248	2 108	2 031	802	751	711
Greece	Euro	2 031	2 031	2 031	711	711	711
China, Hong Kong	Hong Kong Dollar	20 822	20 822	20 822	7 286	7 286	7 286
Hungary	Forint	558 688	558 688	558 688	195 541	195 541	195 541
Iceland	Icelandic Króna	373 354	373 354	373 354	130 660	130 660	130 660
Ireland	Euro	2 031	2 031	2 031	711	711	711

Country	Currency	Children's allowance				Secondary dependant's allowance		
		Before 1 Jan. 2007	Between 1 Jan. 2007 and 31 Dec. 2008	On or after 1 Jan. 2009	Before 1 Jan. 2007	Between 1 Jan. 2007 and 31 Dec. 2008	On or after 1 Jan. 2009	
Italy	Euro	2 031	2 031	2 031	711	711	711	
Japan	Yen	395 216	368 282	242 546	173 216	160 981	84 882	
Luxembourg	Euro	2 031	2 031	2 031	711	711	711	
Malta	Euro	2 031	2 031	2 031	711	711	711	
Monaco	Euro	2 031	2 031	2 031	711	711	711	
Netherlands	Euro	2 211	2 074	2 031	757	711	711	
Norway	Norwegian Krone	18 665	18 665	18 665	6 532	6 532	6 532	
Poland	Zloty	8 353	8 353	8 353	2 924	2 924	2 924	
Portugal	Euro	2 031	2 031	2 031	711	711	711	
Romania	Leu	8 541	8 541	8 541	2 990	2 990	2 990	
Slovak Republic	Euro	2 031	2 031	2 031	711	711	711	
Slovenia	Euro	2 031	2 031	2 031	711	711	711	
Spain	Euro	2 031	2 031	2 031	711	711	711	
Sweden	Swedish Krona	22 106	22 106	22 106	7 736	7 736	7 736	
Switzerland	Swiss Franc	3 576	3 349	3 014	1 521	1 420	1 055	
United Kingdom	Pound Sterling	1 837	1 837	1 837	643	643	643	
United States	United States Dollar	2 686	2 686	2 686	940	940	940	