

## 8. Locally Engaged Staff

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### **1. LES Positions Created**

During 2000, 160 new indeterminate LES positions were created: 33 in the Americas, 74 in Africa & Asia and 53 in Europe, Middle East & Northern Africa.

### **2. LES Classification and Staff Relations Grievances**

60 grievances related to classification of positions and staff relations (suspensions and terminations of employment) were reviewed. Decisions rendered by HRL on these grievances were final and binding.

### **3. Pay Actions for LES ( Peoplesoft entries)**

12,000 pay actions for the annual salary revisions, annual step increments, promotions, acting pays, taken on strengths and struck off strengths were directly dealt with and subsequently recorded in Peoplesoft.

### **4. Severance Pay Approvals LES**

700 requests for end-of-service severance pay entitlements and advances of severance pay were calculated, audited and approved.

### **5. Pension Approvals for LES**

In total 200 pension applications were received, entitlements calculated, audited and subsequently approved for payment by the mission in the form of lump sum payments. This also included the provision of pension estimates when requested. These applications cover 115 countries.

### **6. LES Workers' Compensation claims**

30 individual workers compensation claims were received for audit and approval from HRDC. The majority originated from the United States.

### **7. Salary Surveys Processed for LES Salary Increases**

Data for 250 salary surveys were analyzed: 125 office staff surveys and 125 non-office staff surveys for 115 individual countries.

### **8. Benefits Survey Review for LES Terms and Conditions**

100 benefits surveys were analyzed. This entails all aspects of the compensation components i.e. hours of work, leave, salary bonus, allowance, severance pay, insurance, pension etc. on an individual country basis.