



## SIXTEENTH ITEM ON THE AGENDA

**Composition and structure of the staff**

1. This document provides information on the composition and structure of the staff given to the Programme, Financial and Administrative Committee (“the Committee”) in March each year.
2. The statistical information on composition and structure of ILO staff is broken down as follows:

Table I	Distribution of staff according to place of assignment, category, type of contract and source of funds, effective 31 December 2003.
Table II	Changes from fixed-term to without-limit-of-time contracts and changes of grade between 1 January 2003 and 31 December 2003 compared with the period 1 January 2002 to 31 December 2002.
Chart I	Distribution of staff according to place of assignment, category and type of contract, effective 31 December 2003.
Chart II	Number of Professional and higher category staff by type of contract from 31 December 1993 to 31 December 2003.
Chart III	Number of staff funded from regular budget and extra-budgetary resources in 2001, 2002 and 2003.
Table III	Professional and higher category staff: Distribution by nationality (1 January-31 December 2003): (a) Non-linguistic staff; (b) Linguistic staff.
Table IV	Distribution by age, sex and grade of Professional and higher category staff, effective 31 December 2003, with percentages of women for 2002 and 2003.
Chart IV	Number of Professional and higher category staff in service from 31 December 1993 to 31 December 2003.
Chart V	Number of Professional and higher category staff by age from 31 December 1993 to 31 December 2003.

Table V	Composition of staff appointed between 1 January 2003 and 31 December 2003 in the Professional category and above.
Chart VI	Distribution by gender and grade of staff appointed between 1 January 2003 and 31 December 2003 in the Professional category and above.
Chart VII	Distribution by age and gender of staff appointed between 1 January 2003 and 31 December 2003 in the Professional category and above.

Geneva, 13 February 2004.

**Table I. Distribution of staff according to place of assignment, category, type of contract and source of funds, effective 31 December 2003**

Place of assignment and category of staff	Officials employed						Total
	Regular budget resources			Extra-budgetary resources			
	WLT*	FT**	Subtotal	WLT*	FT**	Subtotal	
<b>(a) Headquarters</b>							
Professional category and above	286	163	449	35	19	54	503
General Service category	303	197	500	36	77	113	613
Subtotal (a)	589	360	949	71	96	167	1 116
Total (a)	589	360	949	71	96	167	1 116
<b>(b) Field offices</b>							
Professional category and above	78	132	210	4	9	13	223
General Service category	219	202	421	31	82	113	534
Subtotal (b)	297	334	631	35	91	126	757
Total (a) + (b)	886	694	1 580	106	187	293	1 873
<b>(c) Technical cooperation</b>							
Professional category and above	0	26	26	0	267	267	293
General Service category	0	8	8	0	244	244	252
Subtotal (c)	0	34	34	0	511	511	545
Grand total	886	728	1 614	106	698	804	2 418

\* WLT = Without limit of time. \*\* FT = Fixed term.

**Table II. Changes from FT to WLT contracts and changes of grade between 1 January 2003 and 31 December 2003 compared with the period 1 January 2002 to 31 December 2002**

(a) Changes from FT to WLT contracts between 1 January 2003 and 31 December 2003 compared with the period 1 January 2002 to 31 December 2002

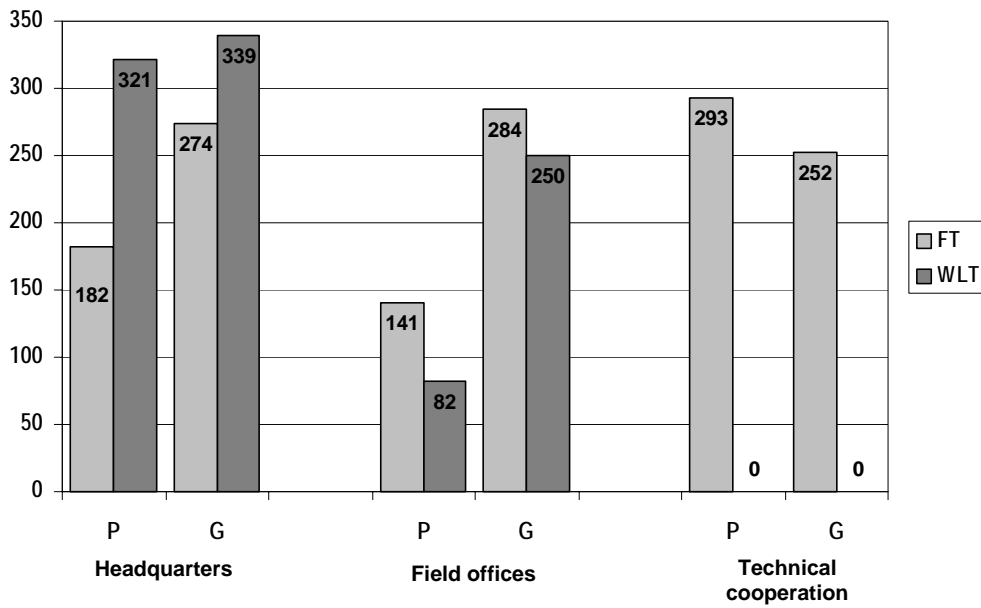
Year	P			G		
	Male	Female	Total	Male	Female	Total
2003	26	21	47	25	58	83
2002	51	24	75	31	56	87

P = Professional staff. G = General Service staff.

(b) Changes of grade (including promotions of established officials) between 1 January 2003 and 31 December 2003 compared with the period 1 January 2002 to 31 December 2002

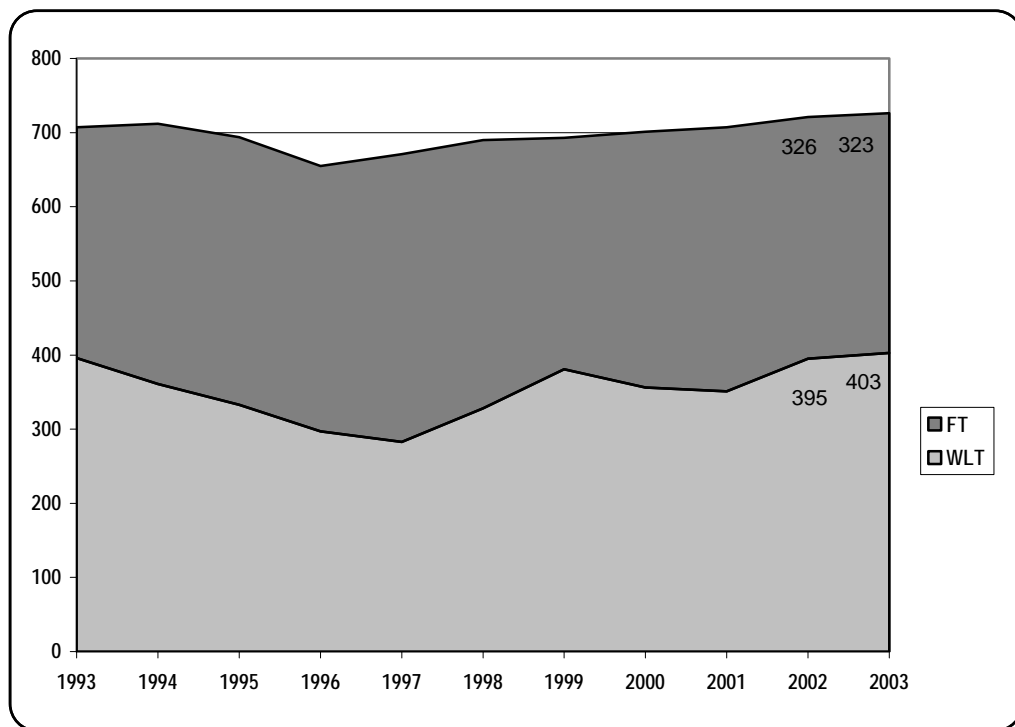
Year	P						G					
	WLT			FT			WLT			FT		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
2003	9	14	23	11	8	19	25	55	80	19	26	45
2002	24	13	37	24	10	34	18	65	83	32	78	110

Chart I. Distribution of staff according to place of assignment, category and type of contract, effective 31 December 2003



Source: Table I.

Chart II. Number of Professional and higher category staff by type of contract from 31 December 1993 to 31 December 2003



Total 2002 : 721

Total 2003 : 726

Source: Table I above and Table VIII from previous PFAC documents on composition and structure of the staff.

Chart III. Number of Professional and General Service staff funded from RB\* and EB\*\* resources in 2001, 2002 and 2003



\* RB – Regular budget      \*\* EB – Extra-budgetary

Source: Table I above and Table I from previous PFAC documents on composition and structure of the staff.

Table III. Professional and higher category staff: Distribution by nationality (1 January-31 December 2003)

Note: The number of staff in service (figures shown in columns (a) and (d)) does not include staff on extended leave without pay or on secondment to other organizations (leave or secondment for one year or more). Additions to the Professional category staff may result from internal promotions from the General Service category, and occasionally the reverse may occur.

(a) Non-linguistic staff

Nationality	(a) Staff on 31.12.02		(b) Recruited 01.01.03-31.12.03		(c) Departures 01.01.03-31.12.03		(d) Staff on 31.12.03	
	M	F	M	F	M	F	M	F
Afghanistan	1	0	0	0	0	0	1	0
Algeria	3	2	0	0	0	1	3	1
Argentina	4	1	0	1	0	0	4	2
Armenia	0	1	0	0	0	0	0	1
Australia	14	4	0	0	1	1	13	3
Austria	1	2	1	0	0	1	2	1
Bahrain	0	1	0	0	0	0	0	1
Bangladesh	5	0	0	0	0	0	5	0
Barbados	1	0	0	0	1	0	0	0
Belgium	10	3	0	0	0	0	10	3
Benin	4	0	0	0	0	0	4	0

## (a) Non-linguistic staff

Nationality	(a) Staff on 31.12.02		(b) Recruited 01.01.03-31.12.03		(c) Departures 01.01.03-31.12.03		(d) Staff on 31.12.03	
	M	F	M	F	M	F	M	F
Bolivia	0	0	1	0	0	0	1	0
Bosnia and Herzegovina	1	0	0	0	0	0	1	0
Botswana	1	0	0	0	0	0	1	0
Brazil	3	4	0	0	0	1	3	3
Bulgaria	2	1	0	0	0	0	2	1
Burkina Faso	1	2	1	0	0	0	2	2
Burundi	2	0	0	0	0	0	2	0
Cameroon	3	0	0	0	0	0	3	0
Canada	11	7	0	2	1	0	10	9
Cape Verde	1	0	0	0	0	0	1	0
Chad	2	0	0	0	0	0	2	0
Chile	6	1	1	0	0	0	7	1
China	3	2	0	0	0	0	3	2
Colombia	2	2	0	0	0	0	2	2
Comoros	0	1	0	0	0	0	0	1
Costa Rica	1	2	0	0	0	0	1	2
Cote d'Ivoire	2	3	1	0	0	1	3	2
Croatia	0	1	1	0	0	0	1	1
Cuba	1	0	0	0	0	0	1	0
Cyprus	0	0	1	0	0	0	1	0
Czech Republic	1	1	0	0	0	0	1	1
Dem. Rep. of the Congo	2	1	0	0	0	0	2	1
Denmark	4	1	0	1	1	0	3	2
Djibouti	0	0	0	1	0	0	0	1
Dominica	0	1	0	0	0	0	0	1
Dominican Republic	1	0	0	0	0	0	1	0
Ecuador	1	0	0	0	0	0	1	0
Egypt	3	1	0	0	1	0	2	1
El Salvador	0	0	0	1	0	0	0	1
Eritrea	0	1	0	0	0	0	0	1
Ethiopia	1	0	0	0	0	0	1	0
Finland	5	0	1	0	2	0	4	0
France	26	14	2	3	2	1	26	16
Germany	26	10	0	1	2	1	24	10
Ghana	5	1	1	0	0	0	6	1
Greece	2	1	1	0	0	0	3	1
Guatemala	1	0	0	0	0	0	1	0
Guinea-Bissau	0	0	0	1	0	0	0	1
Guyana	1	0	0	1	0	0	1	1
Haiti	0	1	0	0	0	0	0	1
Honduras	0	1	0	0	0	1	0	0
Hungary	2	1	0	0	0	0	2	1
India	10	1	1	0	2	0	9	1

## (a) Non-linguistic staff

Nationality	(a) Staff on 31.12.02		(b) Recruited 01.01.03-31.12.03		(c) Departures 01.01.03-31.12.03		(d) Staff on 31.12.03	
	M	F	M	F	M	F	M	F
Indonesia	1	0	0	0	0	0	1	0
Iran, Islamic Rep. of	4	2	0	0	1	0	3	2
Ireland	1	2	0	0	0	0	1	2
Israel	1	0	1	1	1	0	1	1
Italy	17	7	1	0	0	0	18	7
Jamaica	0	1	0	1	0	0	0	2
Japan	13	22	1	1	0	1	14	22
Jordan	1	1	1	0	0	0	2	1
Kenya	4	0	0	0	0	0	4	0
Korea, Rep. of	5	0	0	0	0	0	5	0
Lao People's Dem. Rep.	1	0	0	0	0	0	1	0
Lebanon	2	3	0	0	0	0	2	3
Lesotho	0	0	0	1	0	0	0	1
Luxembourg	1	1	0	0	0	0	1	1
Madagascar	1	0	0	0	0	0	1	0
Malaysia	5	2	0	0	0	0	5	2
Mali	3	0	0	0	0	0	3	0
Malta	1	0	0	0	0	0	1	0
Mauritania	1	1	0	0	0	0	1	1
Mauritius	3	0	1	0	0	0	4	0
Mexico	6	1	0	0	0	0	6	1
Mongolia	0	1	0	0	0	0	0	1
Morocco	3	0	0	0	0	0	3	0
Myanmar	0	1	0	0	0	0	0	1
Nepal	1	1	1	0	0	0	2	1
Netherlands	14	2	1	0	2	0	13	2
New Zealand	3	1	0	0	0	0	3	1
Nicaragua	1	0	0	0	1	0	0	0
Niger	1	0	0	0	0	0	1	0
Nigeria	4	2	0	0	0	0	4	2
Norway	3	1	1	0	1	0	3	1
Pakistan	5	0	1	1	1	0	5	1
Panama	1	0	0	0	0	0	1	0
Peru	5	1	1	0	0	0	6	1
Philippines	2	4	0	0	0	0	2	4
Poland	2	1	0	0	0	0	2	1
Portugal	1	1	0	0	0	0	1	1
Russian Federation	18	3	0	0	1	0	17	3
Rwanda	3	0	0	0	0	0	3	0
Sao Tome and Principe	1	0	0	0	0	0	1	0
Senegal	5	0	1	0	0	0	6	0
Sierra Leone	3	0	0	0	0	0	3	0
Singapore	0	1	0	0	0	1	0	0

## (a) Non-linguistic staff

Nationality	(a) Staff on 31.12.02		(b) Recruited 01.01.03-31.12.03		(c) Departures 01.01.03-31.12.03		(d) Staff on 31.12.03	
	M	F	M	F	M	F	M	F
Slovakia	0	1	0	0	0	0	0	1
Somalia	1	0	0	0	0	0	1	0
South Africa	0	1	0	0	0	0	0	1
Spain	14	5	0	1	1	0	13	6
Sri Lanka	1	2	0	0	0	0	1	2
Suriname	1	0	0	0	0	0	1	0
Sweden	1	2	0	0	0	0	1	2
Switzerland	7	3	1	0	0	0	8	3
Tanzania, United Rep. of	1	1	0	0	1	0	0	1
Thailand	0	5	0	0	0	0	0	5
The former Yugoslav Republic of Macedonia	0	1	0	0	0	0	0	1
Togo	3	0	0	0	0	0	3	0
Trinidad and Tobago	0	2	0	0	0	0	0	2
Tunisia	3	1	0	0	0	0	3	1
Turkey	1	1	0	1	0	0	1	2
Uganda	2	0	1	0	0	0	3	0
Ukraine	4	0	0	0	0	0	4	0
United Kingdom	13	13	2	0	5	0	10	13
United States	49	50	2	2	5	1	46	51
Uruguay	4	1	0	0	1	0	3	1
Venezuela	4	2	1	0	0	0	5	2
Viet Nam	0	1	0	0	0	0	0	1
Zambia	0	1	0	0	0	0	0	1
Zimbabwe	2	1	0	0	0	0	2	1
<b>Total by sex</b>	<b>434</b>	<b>233</b>	<b>31</b>	<b>21</b>	<b>34</b>	<b>11</b>	<b>431</b>	<b>243</b>
<b>Total (a) Non-linguistic staff</b>	<b>667</b>		<b>52</b>		<b>45</b>		<b>674</b>	

## (b) Linguistic staff

Nationality	(a) Staff on 31.12.02		(b) Recruited 01.01.03-31.12.03		(c) Departures 01.01.03-31.12.03		(d) Staff on 31.12.03	
	M	F	M	F	M	F	M	F
Algeria	0	1	0	0	0	0	0	1
Argentina	1	0	0	0	0	0	1	0
Belgium	1	0	0	0	0	0	1	0
Chile	1	0	0	0	0	0	1	0
China	1	2	0	0	0	0	1	2
Egypt	1	0	0	0	1	0	0	0
France	4	8	0	0	0	0	4	8



**(b) Linguistic staff**

Nationality	(a) Staff on 31.12.02		(b) Recruited 01.01.03-31.12.03		(c) Departures 01.01.03-31.12.03		(d) Staff on 31.12.03	
	M	F	M	F	M	F	M	F
Germany	1	1	0	0	0	0	1	1
Greece	0	1	0	0	0	0	0	1
Jamaica	0	1	0	0	0	0	0	1
Jordan	1	0	0	0	0	0	1	0
Lebanon	0	1	0	0	0	0	0	1
New Zealand	0	1	0	0	0	0	0	1
Panama	1	0	0	0	0	0	1	0
Russian Federation	2	0	0	0	0	0	2	0
Spain	2	4	0	0	0	0	2	4
Sweden	0	1	0	0	0	0	0	1
Switzerland	0	2	0	0	0	0	0	2
Thailand	1	0	0	0	0	0	1	0
United Kingdom	6	4	0	0	0	0	6	4
United States	1	1	0	0	1	0	0	1
Uruguay	0	2	0	0	0	0	0	2
<b>Total by sex</b>	<b>24</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>22</b>	<b>30</b>
<b>Total (b) Linguistic staff</b>		<b>54</b>		<b>0</b>		<b>2</b>		<b>52</b>
<b>Grand total Table II</b>		<b>721</b>		<b>52</b>		<b>47</b>		<b>726</b>

## Unrepresented nationalities on non-linguistic posts:

The following nationalities were unrepresented on non-linguistic posts as at 31 December 2003:

Albania	Malawi
Angola	Moldova, Republic of
Antigua and Barbuda	Mozambique
Azerbaijan	Namibia
Bahamas	Nicaragua
Barbados	Oman
Belarus	Papua New Guinea
Belize	Paraguay
Cambodia	Qatar
Central African Republic	Romania
Congo	Saint Kitts and Nevis
Equatorial Guinea	Saint Lucia
Estonia	Saint Vincent and the Grenadines
Fiji	San Marino
Gabon	Saudi Arabia
Gambia	Serbia and Montenegro
Georgia	Seychelles
Grenada	Singapore
Guinea	Slovenia
Honduras	Solomon Islands
Iceland	Sudan
Iraq	Swaziland
Kazakhstan	Syrian Arab Republic
Kiribati	Tajikistan
Kuwait	Timor-Leste, Democratic Republic of*
Kyrgyzstan	Turkmenistan
Latvia	United Arab Emirates
Liberia	Uzbekistan
Libyan Arab Jamahiriya	Vanuatu*
Lithuania	Yemen

Currently, there is a total of 60 countries, including two new member states (\*) which joined during 2003, with no nationals on the staff.

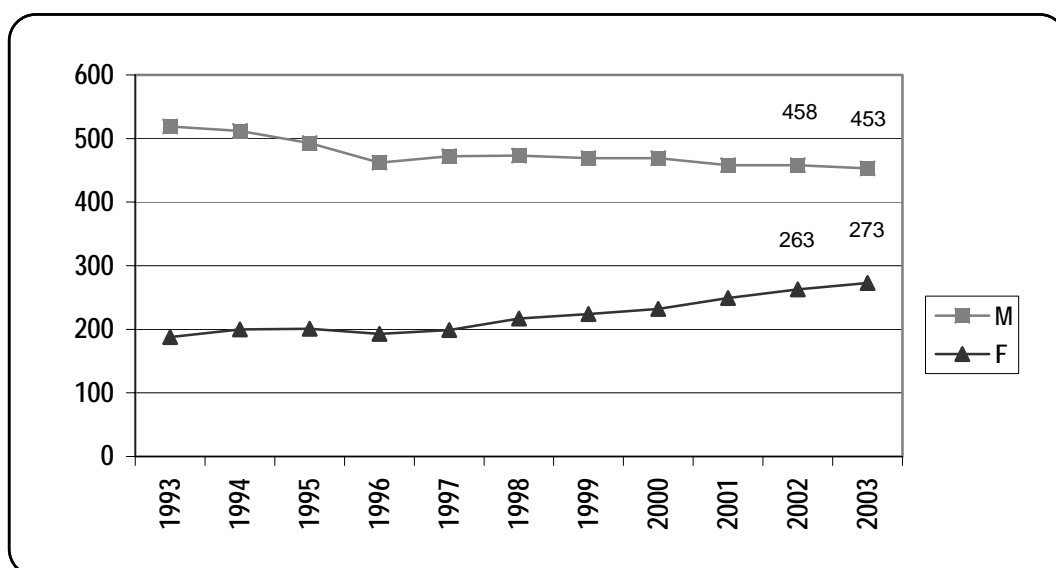
Table IV. Distribution by age, sex and grade of Professional and higher category staff, effective 31 December 2003, with percentages of women for 2002 and 2003

Grade	35 and under		36 to 45		46 to 55		Over 55		Total		% of women 31.12.03	% of women 31.12.02
	M	F	M	F	M	F	M	F	M	F		
DG	0	0	0	0	0	0	1	0	1	0	0.0	0.0
Executive and Regional Directors	0	0	0	0	3	1	5	1	8	2	20.0	22.2
D.2	0	0	1	0	5	2	11	3	17	5	22.7	16.0
D.1	0	0	3	2	21	10	26	6	50	18	26.5	26.4
P.5	0	0	20	10	110	44	79	21	209	75	26.4	24.7
P.4	3	3	42	47	52	32	12	6	109	88	44.7	44.1
P.3	11	22	24	25	9	18	0	2	44	67	60.4	57.7
P.2	9	14	1	1	0	1	0	0	10	16	61.5	67.9
Director (DIR) *	0	0	1	0	0	1	3	1	4	2	33.3	22.2
Deputy Director (DEPD) **	0	0	0	0	1	0	0	0	1	0	0.0	0.0
<b>Total by sex</b>	<b>23</b>	<b>39</b>	<b>92</b>	<b>85</b>	<b>201</b>	<b>109</b>	<b>137</b>	<b>40</b>	<b>453</b>	<b>273</b>	<b>37.6</b>	<b>36.2</b>
Percentage	37.1%	62.9%	52.0%	48.0%	64.8%	35.2%	77.4%	22.6%	62.4%	37.6%		
Total M and F	62		177		310		177		726			
% of total	8.54%		24.38%		42.70%		24.38%		100.00%			

M F  
Average age of staff at 31.12.03 (years) 45.9 50.4

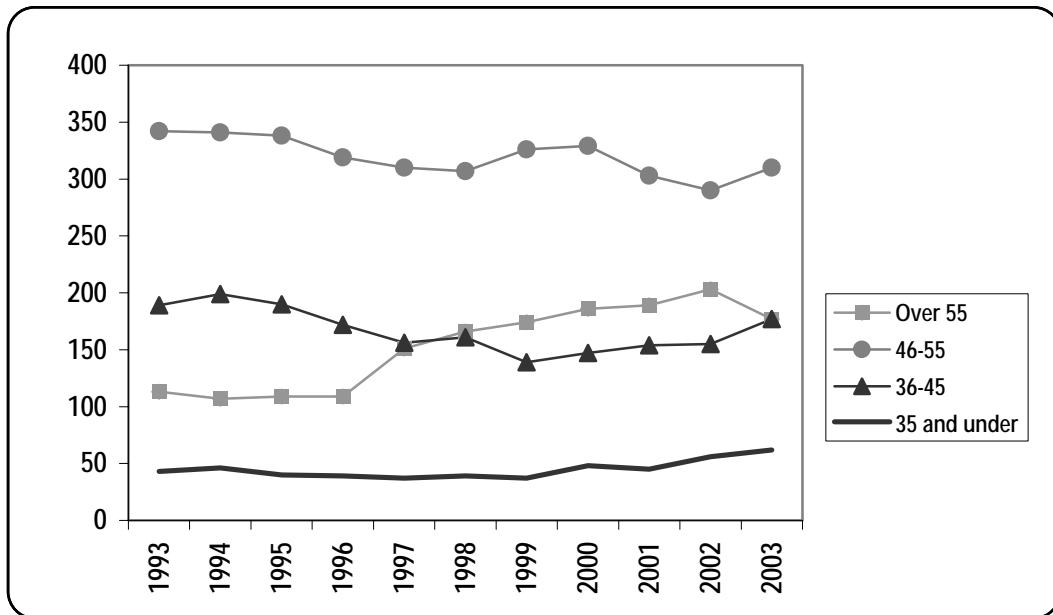
\* Director of ex Branch Office. \*\* Deputy Director of ex Branch Office.

Chart IV. Number of Professional and higher category staff, by gender, in service from 31 December 1993 to 31 December 2003



Source: Table II above and Table II from previous PFAC documents on composition and structure of the staff.

Chart V. Number of Professional and higher category staff by age from 31 December 1993 to 31 December 2003



Source: Table III above and Table V from previous PFAC documents on composition and structure of the staff.

Table V. Composition of staff appointed between 1 January 2003 and 31 December 2003 in the Professional category and above

Total recruitment, including linguistic and non-linguistic staff: 52

(a) Non-linguistic staff subject to geographical distribution:

(i) Number of officials recruited from member States with less than the adequate number of nationals on the staff:

Country	Number	
	M	F
Austria	1	0
Bolivia	1	0
Cyprus	1	0
Djibouti (1 off.*)	0	1
El Salvador	0	1
Germany	0	1
Guinea-Bissau	0	1
Israel (1 off.***)	1	1
Japan	1	1
Lesotho	0	1
<b>Total:</b>	<b>12</b>	<b>7</b>

(ii) Number of officials recruited from member States with an adequate number of nationals on the staff:

Country	Number	
	M	F
Argentina	0	1
Croatia (1 off.***)	1	0
Denmark	0	1
France	2	3
Greece	1	0
Guyana (1 off.*)	0	1
Italy	1	0
Jamaica	0	1
Jordan	1	0
Nepal (1 off.**)	1	0
Norway	1	0
Turkey	0	1
Uganda	1	0
United Kingdom	2	0
United States (1 off.*)	2	2
<b>Total:</b>	<b>23</b>	<b>10</b>

(iii) Number of officials recruited from member States with more than an adequate number of nationals on the staff:

Country	Number	
	M	F
Burkina Faso	1	0
Canada (1 off.*)	0	2
Chile	1	0
Côte d'Ivoire (1 off.***)	1	0
Finland	1	0
Ghana	1	0
India	1	0
Mauritius	1	0
Netherlands	1	0
Pakistan (2 offs.**)	1	1
Peru	1	0
Senegal	1	0
Spain	0	1
Switzerland	1	0
Venezuela (1 off.***)	1	0
<b>Total:</b>	<b>17</b>	<b>4</b>
<b>Grand total:</b>	<b>52</b>	<b>21</b>

Notes:

\* End of loan, secondment or leave without pay.

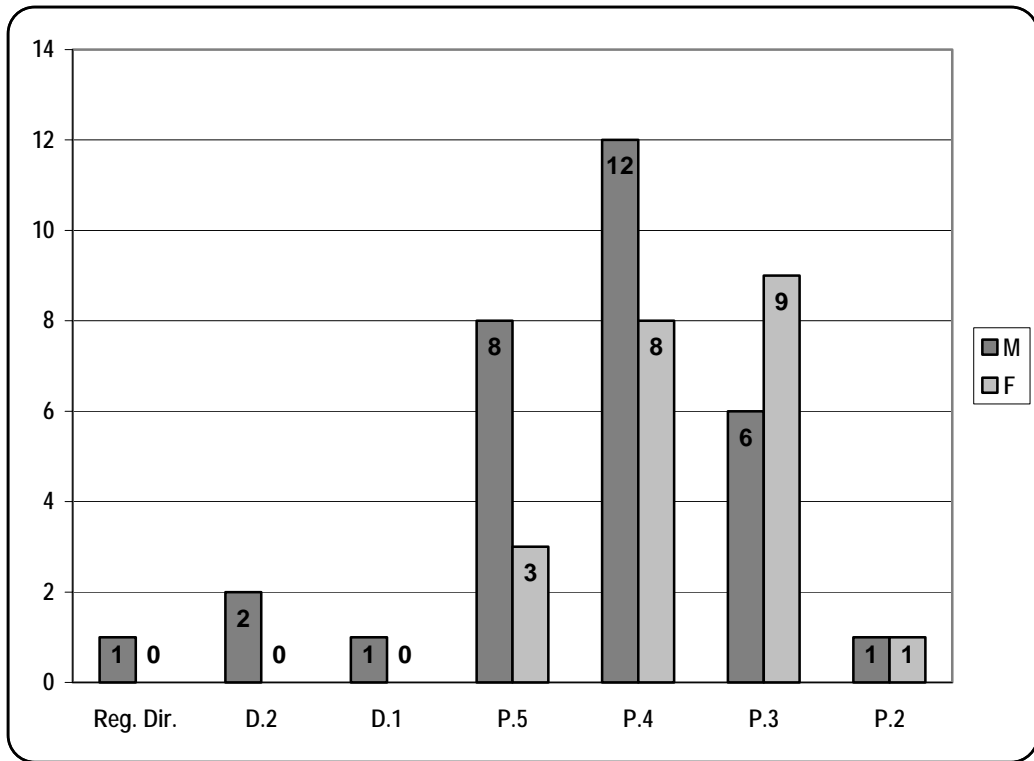
\*\* Promotion from General Service category to Professional category.

\*\*\* Officials recruited under article 4.2(e) of the Staff Regulations ("of a purely temporary nature, up to two years, of a specialist nature, not expected to lead to a career in the ILO").

(b) Linguistic staff not subject to geographical distribution:

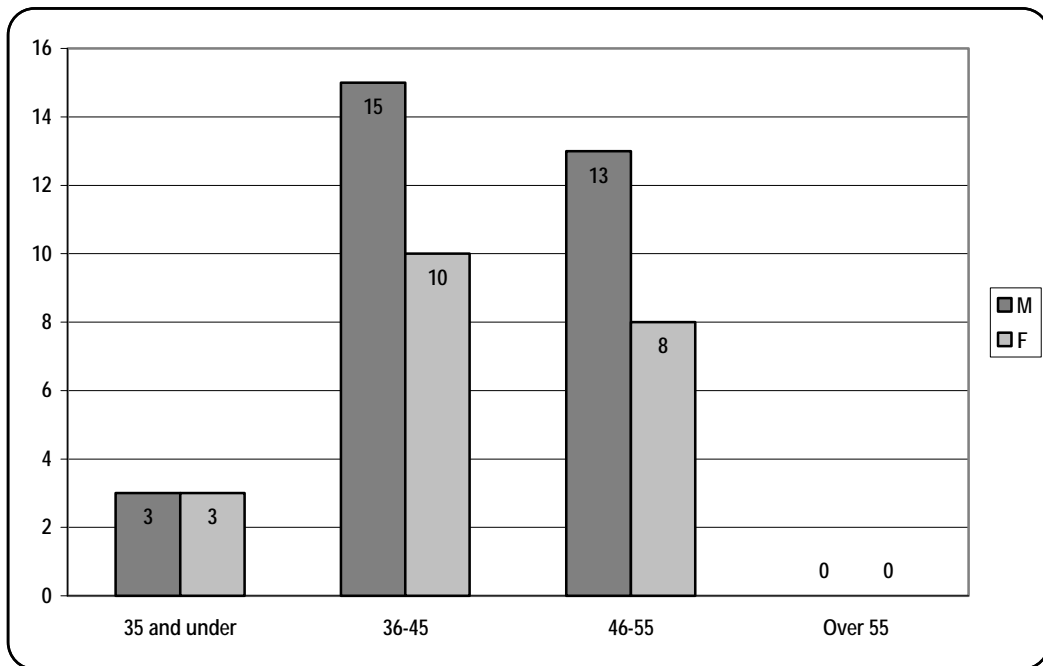
Total: 0

Chart VI. Distribution by gender and grade of staff appointed between 1 January 2003 and 31 December 2003 in the Professional category and above



Total recruitment: 52

Chart VII. Distribution by age and gender of staff appointed between 1 January 2003 and 31 December 2003 in the Professional category and above



Total recruitment: 52