

Duty stations are classified as either family or non-family duty stations by the International Civil Service Commission (ICSC).

Non-family duty stations are those which are family restrictive due to security reasons. In view of this, family members are not authorized to travel to such duty stations.

A duty station is designated as “non-family” when the United Nations Department of Safety and Security (UNDSS) decides that all eligible dependents are restricted from being present at the duty station for a period of 6 months or longer.

The ICSC issues a list of duty stations which are designated as non-family twice per year, normally in January and in July. In the event of significant changes in the security conditions in these locations, the list may be updated or amended more frequently.

1. WHAT IS THE NON-FAMILY SERVICE ALLOWANCE (NFSA)?

The purpose of this entitlement is to compensate International Professional staff members for the additional hardship associated with service in a non-family duty station. As the non-family service allowance would normally not be payable while staff members are away from the duty station, the allowance may be withheld until the staff member physically reports to the hardship duty station, and it may cease upon absence from the duty station.

If there is a change in the designation of the duty station (from family to non-family or the reverse) during the course of a staff member’s appointment to the duty station, an appropriate adjustment shall be made to the staff member’s salary retroactively to account for the amount payable or for discontinuation of the allowance.

AMOUNT OF NON-FAMILY SERVICE ALLOWANCE (NFSA)

For staff with dependants, the annual amount is \$19,800 and for staff with no dependants, the annual amount is \$7,500. The amount is paid in flat amounts based on family status only, irrespective of grade.

In no event is the allowance payable if exceptional approval has allowed the presence of the staff member’s eligible dependants at the non-family duty station pursuant to staff rule 3.15 (a).

2. WHAT IS THE REDUCED NON-FAMILY SERVICE ALLOWANCE (REDUCED NFSA)?

International Professional staff members who have eligible dependents and serve at [category D or E duty stations NOT designated as non-family duty stations \(NFDS\)](#) on an assignment for 1 year or longer may opt for the payment of a reduced non-family service allowance (“Reduced NFSA”) in lieu of the installation of eligible dependents at the duty station. As the reduced non-family service allowance would normally not be payable while staff members are away from the duty station, the allowance may be withheld until the staff member physically reports to the hardship duty station, and it may cease upon absence from the duty station.

Prior to relocation to the duty station, the staff member must decide whether to opt for the installation of their eligible dependents or the payment of the reduced NFSA by completing and returning the [claim form \(P.67\)](#) to [BSSC](#). Staff members who opt for the payment of the reduced NFSA shall not receive relocation-related entitlements in respect of their dependents. This decision shall be final and irreversible until the end of the staff member’s appointment at the duty station.

If any eligible dependent is installed at the duty station or the staff member no longer has an eligible dependent, the allowance shall be discontinued.

If a change happens in the hardship classification of the duty station during the course of the staff member's appointment, an appropriate adjustment shall be made to the staff member's salary retroactively to account for the amount payable or for discontinuation of the allowance.

The reduced NFSA processing is addressed explicitly within [ST/AI/2019/3/Rev.1](#).

AMOUNT OF REDUCED NON-FAMILY SERVICE ALLOWANCE (Reduced NFSA)

The amount is paid in flat amounts based on duty station hardship classification only, irrespective of grade.

- Effective 1 March 2019, the reduced NFSA for category E duty station is \$15,000 per year, payable in equal monthly instalments.
- Effective 1 March 2022, the reduced NFSA for category D duty station is \$14,000 per year, payable in equal monthly instalments.

3. WHAT IS DANGER PAY?

Danger pay (DP) is a special allowance that has been established for international and national staff members who are required to work in a duty station where very dangerous conditions prevail.

The Chairman of the International Civil Service Commission (ICSC) is responsible for authorizing the application of danger pay to a duty station based on the recommendation of the UN Department of Safety and Security (UNDSS) and the World Health Organization (WHO).

The list of countries/duty stations where payment of danger pay has been approved, with effect from for the current 3-month period, can be found [here](#).

DURATION OF DANGER PAY

The duration of danger pay is granted for periods of 3 consecutive months at a time. The payment of danger pay is discontinued when dangerous conditions are deemed to have abated.

PAYMENT OF DANGER PAY

Danger pay is paid on a monthly basis. The full allowance is paid to staff who complete 1 month at the applicable duty station, irrespective of the actual number of days in that month. Effective 1 January 2024, the danger pay amount for International Professionals is \$1,698 per month.

PAYMENT MODALITIES

- International Professional Staff Members
 - Danger pay is payable for time away from the duty station due to:
 - rest and recuperation travel (i.e. 5 consecutive calendar days of authorized leave and travel time)
 - official duty travel up to a maximum of 7 consecutive calendar days including weekend and holiday falling during that period.
 - Danger pay is not payable for days spent away from the duty station on annual leave or on any type of special leave

- Locally-Recruited Staff (i.e. General Service and National Officer Staff Members)
 - Staff members on maternity, paternity, annual or sick leave continue to be eligible for danger pay as long as they remain in the qualified locations
 - Danger pay is payable for time away from the duty station on official duty travel (up to a maximum of 7 consecutive calendar days including weekend and holiday falling during that period)
 - Danger pay is not payable for days spent away from the duty station when on annual leave or any type of special leave
 - Danger pay is payable irrespective of whether the staff concerned are required to report to duty
 - No deduction of payment is made for any temporary absences from the duty station as long as staff members remain in the qualified locations

4. WHAT IS REST AND RECUPERATION (R&R) TRAVEL?

Rest and Recuperation travel is meant to support UNOPS staff members who are often required to work for extended periods in remote duty stations, under stressful and often hazardous conditions. In this respect, in order to support and protect the health and well-being of its workforce and to promote optimal work performance, UNOPS grants time-off as periods of rest and recuperation.

Rest and Recuperation (R&R) is a measure by which staff members can take regular authorized time-off to leave the duty station, where R&R is applicable, in order to ameliorate work-life balance and take a break from the isolated and difficult, and sometimes dangerous, working and living conditions.

R&R is a United Nations common system entitlement defined by the International Civil Service Commission (ICSC). It is not deemed as additional annual leave entitlement nor as financial compensation for the degree of hardship and insecurity of a duty station, which is already covered by the Mobility and Hardship Scheme and Danger Pay.

WHO IS ELIGIBLE FOR R&R TRAVEL?

The following staff members are eligible for R&R:

- *International Professional staff members* governed under the UN Staff Regulations and Rules and posted or on travel status/loan to the R&R designated duty station; and
- *Local staff members* governed under the UN Staff Regulations and Rules and on travel status/loan to the R&R designated duty station. National staff members serving in their parent duty station are not eligible for R&R.

WHAT DOES R&R COVER?

R&R covers:

- Transportation costs to the R&R destination and back (i.e. ticket costs and terminal expenses. No DSA is payable for R&R); and
- Approved time off from work: 5 consecutive days to authorized R&R destination. (Therefore, neither the allowable travel time nor time off for R&R are charged to the staff member's annual leave.)

For more information, please refer to the [PQMS](#).

5. MINIMUM OPERATING RESIDENTIAL SECURITY STANDARDS (MORSS)

The primary responsibility for the security and protection of UNOPS' staff members and their eligible family members and property rests with the host government. Often, however, governments, due to economic

difficulties or lack of capacity, may not be able to provide the necessary protection when there is a partial or total breakdown of law and order resulting in increased criminal activity. It may become necessary under these circumstances to take additional measures to enhance the safety and security of UN staff members and their families at their place of residence.

These measures, known as “Minimum Operating Residential Security Standards (MORSS), include such items as security guards, alarm systems, door and window bars, locks, safe havens, or other protective devices.

Current arrangements require UNOPS to bear the entire cost of the MORSS for its international staff members that may be determined as appropriate for the duty station concerned. For more information, please refer to the [PQMS](#).