

FORMER FAO AND OTHER UN STAFF ASSOCIATION
*** FFOA ***

FFOA/GA/2018/01

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Forty-eighth Session of the General Assembly
Wednesday, 30 May 2018 at 09:45 hours
Green Room, FAO Headquarters

≈ NOTICE TO MEMBERS AND LIST OF DOCUMENTS ≈

Members are invited to attend the Forty-eighth Session of the General Assembly on **Wednesday, 30 May 2018 at 09:45 hours** in the **Green Room at the Headquarters of FAO**. The meeting will be conducted in English and Italian. Simultaneous interpretation will be provided.

Any member wishing to present a paper for discussion or to table a resolution is kindly requested to send it, under cover of an explanatory note, to the FFOA Office where it should be received at the latest on **Thursday, 10 May 2018**.

Annual Members are kindly requested to ensure that they have paid their annual subscription fee as well as any outstanding arrears since only members who have fully paid their subscription fees can be admitted to the meeting.

To allow for a smooth and efficient registration, all participating members should bring their membership card with them and show it to the controllers who are on duty at the entrance of the Green Room.

The following documents are enclosed except for the Provisional Report of the 47th Session of the General Assembly (FFOA/GA/2018/03) mailed late November 2017:

FFOA/GA/2018/01 Notice to Members and List of Documents

FFOA/GA/2018/02 Provisional Agenda

FFOA/GA/2018/03 Provisional Report of the 47th Session of the General Assembly held on 31 May 2017

FFOA/GA/2018/04 Statement of Work achieved during 2017

FFOA/GA/2018/05 Report of the Association's Finances consisting of:

A. Financial Report for 2017

B. Financial Status on 31 December 2017

C. Certification by the Reviewers of the Financial Statements for 2017

D. Proposed Budget for 2019

E. Appointment of the Reviewers for 2018

NOTICE TO MEMBERS AND LIST OF DOCUMENTS (continued)

FFOA/GA/2018/06 Draft Resolutions to:

- A. adopt the Provisional Report of the 47th Session of the General Assembly**
- B. adopt the Statement of Work achieved during 2017**
- C. adopt the Financial Report for 2017 and the Financial Status on 31 December 2017**
- D. take note of the Certification by the Reviewers of the Financial Statements for 2017**
- E. approve the Proposed Budget for 2019**
- F. appoint the Reviewers for 2018**

FFOA/GA/2018/07 Proxy for voting at the General Assembly

FFOA/GA/2018/08 Luncheon Reservation Form

FFOA/GA/2018/09 Registration Form (only for members living in Italy)

Members unable to attend the General Assembly may send a proxy (FFOA/GA/2018/07), duly completed and signed, to the FFOA Office where it should be received at the latest on

Monday, 14 May 2018

Members attending the General Assembly are kindly requested to bring their own documents (FFOA/GA/2018/01-06 and -09) with them, as additional sets cannot, unfortunately, be made available.

 **Buffet-Lunch after the General Assembly** 

The Executive Committee is organizing an informal buffet-lunch after the General Assembly, which will take place on the FAO premises. There will be a reserved area for FFOA. Those wishing to participate are kindly requested to complete and return the enclosed Luncheon Reservation form (FFOA/GA/2018/08) and effect payment of Euro 15 per person at the FFOA Office as soon as possible but not later than:

Friday, 25 May 2018

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**FORMER FAO AND OTHER UN STAFF ASSOCIATION**  
**\* FFOA \***

FFOA/GA/2018/02

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**Forty-eighth Session of the General Assembly**  
**Wednesday, 30 May 2018 at 09:45 hours**  
**Green Room, FAO Headquarters**

**≈ PROVISIONAL AGENDA ≈**

1. Opening of the Forty-eighth Session of the General Assembly by the President of the Executive Committee
2. Establishment of a quorum and announcement of the number of proxies declared valid and of the names of the delegating members and the proxy-holders  
*Under Article III.1 c) of the Articles of Association fifty members present shall constitute a quorum. The President of the Executive Committee shall ascertain the presence of a quorum immediately upon opening the session.*
3. Nomination of the Rapporteurs, announcement of the Interpreters and the Photographer
4. Election of the Presiding Officer of the Forty-eighth Session of the General Assembly
5. Adoption of the Provisional Agenda (FFOA/GA/2018/02)  
*Under Article III.1.2 of the Articles of Association no new item may be discussed after the adoption of the Agenda of the General Assembly.*
6. Provisional Report of the 47th Session of the General Assembly held on 31 May 2017  
*Draft Resolution to adopt the Provisional Report of the 47th General Assembly (FFOA/2018/06/A)*
7. Address by the Director General of the Food and Agricultural Organisation (FAO) of the United Nations or his Representative
8. Reply by the Presiding Officer
9. Address by the President of the International Fund for Agricultural Development (IFAD) or his Representative
10. Reply by the Presiding Officer
11. Address by the Executive Director of the World Food Programme or his Representative
12. Reply by the Presiding Officer

**13. Pension Matters**

**14. Health Insurance**

**15. Statement by the Representative of the Staff Bodies of FAO, WFP and IFAD**

**16. Report of the Executive Committee**

Statement of Work achieved during 2017 (FFOA/GA/2018/04)

*The President of the Executive Committee will bring the Statement up-to-date*

***Draft Resolution to adopt the Statement of Work (FFOA/GA/2018/06/B)***

**17. Report of the Association's Financial Transactions**

**A. Financial Report for 2017 (FFOA/GA/2018/05/A)**

**B. Financial Status on 31 December 2017 (FFOA/GA/2018/05/B)**

**C. Certification by the Reviewers (FFOA/GA/2018/05/C)**

**D. Proposed Budget for 2019 (FFOA/GA/2018/05/D)**

**E. Appointment of the Reviewers for 2018 (FFOA/GA/2018/05/E)**

***Draft Resolutions to adopt the Financial Statements, to take note of their Certification, to approve the proposed Budget and to appoint the Reviewers (FFOA/GA/2018/06/C/D/E/F)***

**18. Other Business**

**19. Closure of the Forty-seventh Session of the General Assembly by the President of the Executive Committee**

**13:00 – 14:30 hours: lunch**

**14:30 – 15:30 hours:**

**The FFOA will provide a briefing session on issues of concern to the membership.**

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Forty-eighth Session of the General Assembly
Wednesday, 30 May 2018 at 09:45 hours
Green Room, FAO Headquarters

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≈ STATEMENT OF WORK ACHIEVED DURING 2017 ≈

This document summarizes the activities that were carried out by the FFOA Executive Committee during 2017.

1.1 Institutional and External Relations Matters. The 47th session of the FFOA General Assembly (GA) took place at IFAD on 31 May 2017. More than 150 members attended in person and many others followed via web streaming. The GA was addressed by key members of top management from two of the four Rome-based Organizations and highlighted achievements and challenges being faced by their respective organizations over the year. Representatives of the medical insurance Allianz Worldwide Care and the UN Joint Staff Pension Fund delivered presentations. The Chair of the General Assembly was Mr Sino Tesfamariam.

The following additional achievements were noted:

- Relations were maintained on an on-going basis with the four Rome-based Organizations, as well as with the Staff Associations.
- Despite no meeting of the Joint Advisory Committee on Medical Coverage (JAC/MC) being held during the year, FFOA maintained dialogue with Social Security and answered queries from FFOA members. More details are given in other sections of this report;
- FFOA attended the July 2017 Federation of Associations of Former International Civil Servants (FAFICS) Council in Vienna; and,
- Preparations began to host a number of meetings to take place in 2018 including the FAFICS Council that will follow the annual Pension Board meeting to be hosted by FAO in July 2018.

1.2 Pension Benefits. FFOA continued to monitor key pension-related issues in Italy, Geneva and New York through actively liaising and interacting with FAFICS, as well as with Management Representatives of the Rome-based Organizations, the FAO/WFP Social Security office, Representatives of Staff Organizations, key managers of the Pension Fund in New York and Geneva, and with the members of the FAO/WFP Staff Pension Committee (SPC), including Member Nation Representatives. The primary purpose of this activity was to represent the interests of the FFOA membership vis-à-vis pension entitlements and to provide timely information on important and developing issues regarding governance, administrative efficiency, investments' security and profitability.

The highlights are as follows:

- FFOA, as part of the FAFICS' delegation, attended the Pension Board meeting held in Vienna in July 2017. The FFOA representative was appointed Chair of the Budget Working Group that made recommendations on the 2017-18 Pension Fund budget;
- FFOA, together with FAFICS and Staff Pension Committees, continued to closely monitor the significant delays in processing of pension payments that began with new retirees separating

- from June 2015 onwards, leading to the Fund taking corrective measures to resolve the backlog;
- FFOA, with others, continued to proactively defend the reputation and effective administration of the Pension Fund against unjustified attacks from irresponsible sources; and,
 - The cost of living changes were monitored according to the relevant indices published by the UN statistical office.

1.3 Medical Insurance. FFOA continued to bring forward medical insurance issues raised by members as well as problems with the medical insurer (Allianz Worldwide Care). However, FFOA failed in its efforts to persuade FAO to convene meetings of the JAC/MC (including getting support from WFP and IFAD). As a result, in 2017 the long-standing dialogue and practice ended whereby the JAC/MC (Management of the Rome-based Agencies (RBA) along with the FFOA and RBA Staff Associations) would be tasked to review the tender for the BMIP and MMBP medical contracts and carry out the premium setting exercise.

In addition the following took place:

- The tender for the BMIP and MMBP medical contracts was launched in late 2017 and the result was a 2-year renewal of the Allianz contract (as of 1 January 2018), with an increase in premium; and,
- FFOA continued to invite representatives of Allianz (AWC) to meet directly with members at the monthly coffee mornings.

1.4 Financial Matters. In addition to maintaining the Association's accounts and the preparation of the financial reports for the GA, the Finance Advisory Committee continued to work on the following issues:

- Monitoring and reducing the number of members in arrears;
- Monitoring and adjusting investments, as necessary, and;
- Rigorous oversight of the accounts.

1.5 Internal Matters. The Italian fiscal situation continued to be closely monitored in 2017. A UN pensions and taxation study was carried out and a paper produced. FFOA continues to support members to contact legal services and tax consultants.

1.6 Governance. The governance of the FFOA continues to be closely monitored and up-dated when required.

1.7 Publications. The Newsbrief continued to be issued electronically and in hard copy in both English and Italian. Three members volunteered to edit and prepare the Newsbrief for publication and another two members assisted with the Italian translation. This support, received with thanks, ensured timely publication.

The following documents were published and uploaded on the website and mailed:

- Newsbrief 101 (March 2017), 102 (June 2017) and 103 (November 2017); and,
- The Provisional Report of the 47th FFOA General Assembly (October 2017).

1.8 Membership. The Pre-retirement Service Programme was renewed. During 2017, 61 pre-retirees joined the programme. Sixteen became members upon retirement, while 31 were still participating at the year-end. The re-interpretation of Article II.3b) of the Statutes that allows a suspended member, who is re-admitted into the Association, to pay fees only for the two years that s/he did not renew

their membership prior to suspension, in addition to the year of readmission, has resulted in the re-instatement of several suspended members. A new FFOA brochure in English was launched mid-2017. The Italian version will be produced in 2018.

In addition, the following can be highlighted:

- For the first time in seven years there was a 1% decrease in membership compared with 2016, however the number of members living in Italy saw a 3% increase. Since 2010, membership has increased by 9%. FFOA closed 2017 with 2,252 members (see the table on page 4);
- The number of members suspended due to non-payment of fees was 41; and,
- Member retention continues to require constant attention and action: regular notifications about membership renewals continue to be sent out.

1.9 Social Support and Recreational Activities. In 2017, the Advisory Committee organized 42 outings and supported the Red Gala Concert for children of Sri Lanka, in addition to organizing other concerts and theater outings in English. Highlights included:

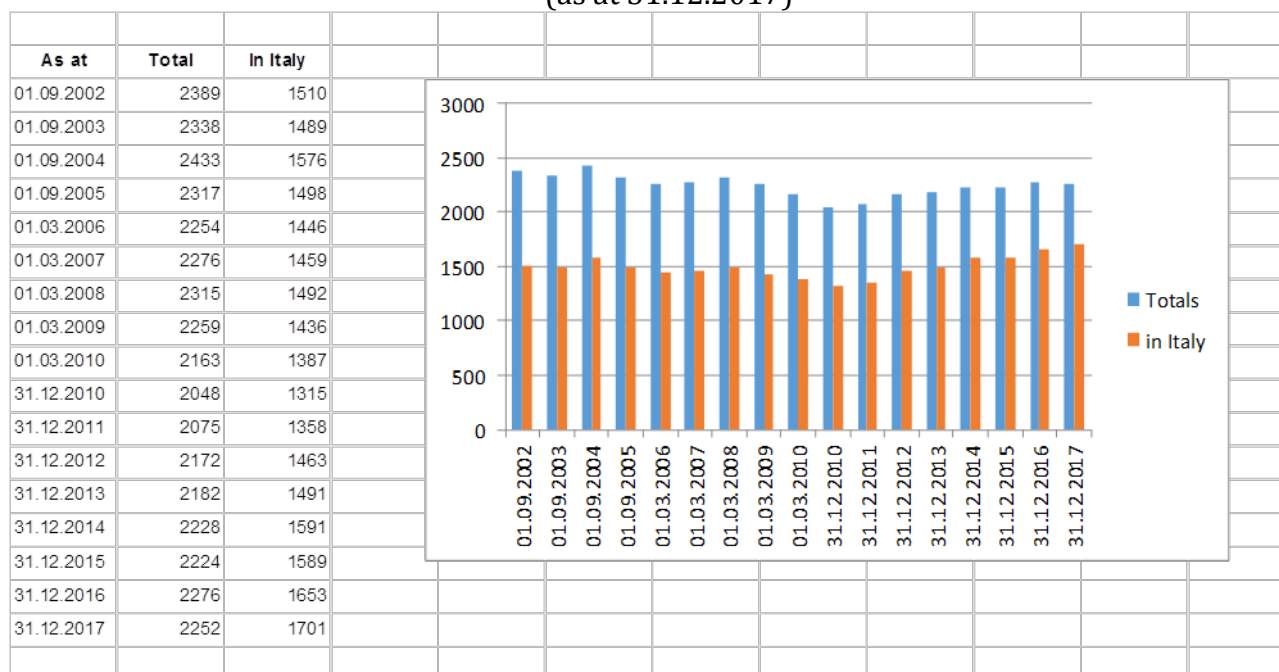
- Boat trips to Ponza, Giglio, Giannutri, Ischia, Ventotene and Santo Stefano and trips to Cracow (Poland) and Armenia.
- Coffee Mornings that were regularly held on the first Wednesday of each month, except in August and December, attracting many FFOA members from WFP, IFAD, FAO, ICCROM, and, as well, a few members retired from other Organizations who now reside in Italy;
- The FFOA Emergency Fund was used to provide financial assistance for medical reasons to one member; and,
- The Year End Party took place in December at FAO. This event was well attended by our members and guests.

1.10 Technology Support. FFOA continued to receive support from the FAO Information Technology Division (CIO), in the form of Microsoft license renewal, computer maintenance and software upgrades. Due to the high cost of a new website, it was agreed to monitor and/or up-grade as necessary the existing website and database.

In addition, the following can be highlighted:

- One workstation in the FFOA office has been set up for Skype sessions (Skype name: FFOA Association) to encourage face-to-face conversations with the Duty Officer or legal and tax experts for those Members who cannot come to the office.

3. Changes in FFOA Membership (as at 31.12.2017)



Total Members 2252
of which 1659 FAO
 202 WFP
 104 IFAD
 287 Others

Members with and without e-mail by Age

Age	Totals 2017	e-mail			no e-mail		
		2017	2016	Diff.	2017	2016	Diff.
Totals	2252	1679	1632	+47	573	644	-71
No DOB	253	49	46	+3	204	230	-26
Less 61	140	138	129	+9	2	3	-1
61-65	300	300	286	+14	0	2	-2
66-70	307	296	319	-23	11	17	-6
71-75	368	327	319	+8	41	50	-9
76-80	425	311	298	+13	114	118	-4
81-85	231	141	112	+29	90	96	-6
86 + over	228	117	123	-6	111	128	-17

Members with and without e-mail by Location

Location	Totals 2017	e-mail			no e-mail		
		2017	2016	Diff.	2017	2016	Diff.
Totals	2252	1679	1632	+47	573	644	-71
Italy	1701	1335	1261	+74	366	393	-27
Europe	328	213	227	-14	115	138	-23
N+S Am	99	60	65	-5	39	43	-4
Africa	39	24	28	-4	15	16	-1
Far East	54	27	29	-2	27	34	-7
Near East	19	11	12	-1	8	11	-3
Australia	12	9	10	-1	3	9	-6

Other info: No. of members registered on the FFOA website >>>>>>>>> 733
 No. of "Visitor Program Sessions" supported by FFOA >>>>> 49

This is our report of the activities for the past year, for which we hope you will give your approval (the draft resolution FFOA/GA/2018/06/B refers).

FORMER FAO AND OTHER UN STAFF ASSOCIATION

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Forty-eighth Session of the General Assembly

Wednesday 30 May 2018 at 9:30 hours

FAO Headquarters

FINANCIAL STATUS ON 31 December 2017

							Consolidated	Prev Year
				Euro	US Dollar	Euro Equiv.	Euro	Euro
A	ASSETS							
	1. Current Accounts							
	Intesa San Paolo			41.005,54	0,00	0,00	41.005,54	24.646,98
	UNFCU				3.188,82	2.691,36	2.691,36	2.603,56
	Unicredit/Fineco			0,00			0,00	50.723,19
	2. Reserve Account							
	Banca Popolare di Sondrio			25.066,18			25.066,18	186,17
	3. Emergency Fund							
	Loans to members			1.950,00			1.950,00	
	3. Investments							
		Nominal Value at investment time	Market Value at Reporting Time					
	Nextra Funds (1)	15.493,71	21.350,88	5.857,17	15.493,71		15.493,71	15.493,71
	Total Assets			83.515,43	3.188,82	2.691,36	86.206,79	93.653,61
B	LIABILITIES and RESERVES							
	1. Future Years' Fees Reserve							
	As at 1.1.2017			44.416,68	1.067,13	900,66	45.317,34	44.634,56
	During 2017			11.774,00	55,50	46,84	11.820,84	9.225,00
	2. Professionals							
	(2)			4.435,80	0,00	0,00	4.435,80	3.759,95
	Total Liabilities and reserves			60.626,48	1.122,63	947,50	61.573,98	57.619,51
	Total Net Assets			22.888,95	2.066,19	1.743,86	24.632,81	36.034,10

Notes:

(1) Investments are recorded at cost or market value at year end, whichever is lower.

(2) Amounts collected from members to be paid to Professional Advisors (Lawyer & Accountant)

Exch. Rate : 1US\$ = € 0,844

21.03.2018

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**** FFOA ****

FFOA/GA/2018/05/C

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Forty-eighth Session of the General Assembly
Wednesday 30 May 2018 at 09:45 hours in the
Green Room, FAO Headquarters

Quarantottesima Sessione dell'Assemblea Generale
Mercoledì 30 maggio 2018 ore 09:45
Sala Verde, Sede FAO

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CERTIFICATION BY THE REVIEWERS OF THE FINANCIAL STATEMENTS FOR 2017

DICHIARAZIONE RILASCIATA DAI REVISORI DEI CONTI PER I RAPPORTI
FINANZIARI RELATIVI AL 2017

The undersigned, having been appointed Reviewers for 2017 by the General Assembly, have reviewed the Financial Report for 2017 and the Financial Status on 31 December 2017 and certify their agreement with the contents of these statements.

I sottoscritti, essendo stati designati Revisori dei Conti per il 2017 dall'Assemblea Generale, hanno esaminato il Rapporto Finanziario relativo al 2017 e il Prospetto della Situazione Finanziaria al 31 dicembre 2017 e dichiarano di approvare formalmente quanto esposto nei documenti suddetti.

Signed in Rome, on2018

Firmato a Roma, il 2018

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FORMER FAO AND OTHER UN STAFF ASSOCIATION

*** F F O A ***

Forty-eighth Session of the General Assembly

Wednesday, 30 May 2018 at 9:30 hours

FAO Headquarters**PROPOSED BUDGET FOR 2019**

				Euro		US Dollars		Consolidated Euros
								(1 US\$ = 0.844 Euro or 1 Euro = 1.18 US\$)
A.	INCOME							
1100	Membership Fees				33.825,00		400,00	34.162,60
	1110	Annual fees	(650x25)	16.250,00				
	1120	New Life Members (Current year)	(25x25)	625,00				
	1130	New Life Members (Future years)	(25x350)	8.750,00				
	1140	Past yrs Life Members (for 2019)		7.000,00		400,00		
	1140	Enrollment Fees	(120x10)	1.200,00				
1200	Voluntary contributions				2.500,00		0,00	2.500,00
	1210	By Members		2.000,00				
	1220	By Non-members		500,00				
1300	Emergency Fund Repayments				1.000,00	0,00	0,00	1.000,00
1900	Other Income				500,00		0,00	500,00
	1940	Service Fees		500,00				
	Transfer from Reserve				11.987,40			11.987,40
	TOTAL INCOME				49.812,40		400,00	50.150,00
B.	EXPENDITURES							
5100	General Administration				22.500,00		0,00	22.500,00
	5110	Office Assistants		13.000,00				
	5120	Printing		500,00				
	5130	Bank Charges		500,00				
	5140	Meetings		3.000,00				
	5150	NB Mailing		5.000,00				
	5160	Phone & Stationary		500,00				
5200	General Assembly				900,00			900,00
	5220	GA - Interpretation		600,00				
	5230	GA - Others		300,00				
5300	Social Activities				3.500,00			3.500,00
	5310	Hospitality (GA Lunch & Xmas Party)		3.000,00				
		Refund from Members		-1.500,00				
	5320	Emergency Fund Disbursement		2.000,00				
5500	Contributions to other associations				3.500,00		0,00	3.500,00
	5510	FICSA		500,00				
	5520	FAFICS		3.000,00				
5700	IT Expenditures				5.000,00			5.000,00
	5650	IT Exp - Support Costs		3.000,00				
		IT Equipment (Hw/Sw)		2.000,00				
5900	Other Expenses				6.000,00			6.000,00
	5910	Other Expenses		1.000,00				
	5920	Advisory Services (Lawyer & TaxFin)		3.000,00				
		Refund from members (Lawyer & TaxFin)		-3.000,00				
		Membership Defence Fund		5.000,00				
	Transfer to Reserve Account				8.750,00			8.750,00
	TOTAL EXPENDITURES				50.150,00		0,00	50.150,00
	BALANCE				-337,60		400,00	0,00
Exch. Rate : 1 US\$ = € 0,844 or 1 € = US\$ 1.18								

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FFOA/GA/2018/05/E

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Forty-eighth Session of the General Assembly
Wednesday 30 May 2018 at 09:45 hours in the
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Quarantottesima Sessione dell'Assemblea Generale
Mercoledì 30 maggio 2018 ore 09:45
Sala Verde, Sede FAO

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≈ **APPOINTMENT OF THE REVIEWERS FOR 2018** ≈

≈ **NOMINA DEI REVISORI DEI CONTI PER IL 2018** ≈

The Executive Committee proposes to appoint the following International Civil Servants as the Association's Reviewers for the year 2018.

The proposed officers have agreed to accept such appointment.

Il Comitato Esecutivo propone di nominare i seguenti funzionari internazionali come Revisori dei Conti dell'Associazione per il 2018.

I candidati proposti hanno manifestato la loro disponibilità.

1. Mr. David Baugh

2. Mr. John Mc Ghie

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**** FFOA ****

FFOA/GA/2018/06

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Forty-eighth Session of the General Assembly Wednesday, 30 May 2018 at 09:45 hours Green Room, FAO Headquarters

≈ DRAFT RESOLUTIONS ≈

FFOA/GA/2018/06/A

Draft Resolution to adopt the Provisional Report of the 47th General Assembly

The 48th Session of the General Assembly of FFOA, having considered the Provisional Report of the 47th Session, **decides** to adopt it.

FFOA/GA/2018/06/B

Draft Resolution to adopt the Statement of Work for 2017

The 48th Session of the General Assembly of FFOA, having considered the Statement of Work of the Executive Committee for 2017, **decides** to adopt it.

FFOA/GA/2018/06/C

Draft Resolution to adopt the 2017 Financial Report and the Financial Status on 31 December 2017

The 48th Session of the General Assembly of FFOA, having considered the Financial Report for 2017 and the Financial Status on 31 December 2017, **decides** to adopt them.

FFOA/GA/2018/06/D

Draft Resolution to take note of the Certification by the Reviewers

The 48th Session of the General Assembly of FFOA, having considered the Certification by the Reviewers of the Financial Statements for 2017, **decides** to take note of said Certification.

FFOA/GA/2018/06/E

Draft Resolution to approve the proposed Budget for 2019

The 48th Session of the General Assembly of FFOA, having considered the Proposed Budget for 2019, **decides** to approve it.

FFOA/GA/2018/06/F

Draft Resolution to appoint the Reviewers for 2018

The 48th Session of the General Assembly of FFOA, having considered the proposal to appoint the Reviewers for the year 2018 **decides** to appoint the proposed Reviewers.
