

GENERAL SECRETARIAT

EXECUTIVE ORDER 05-05

SUBJECT: STAFF RULE 110.6(k) – COMPOSITION OF THE REDUCTION IN
FORCE COMMITTEE

THE ACTING SECRETARY GENERAL,

Pursuant to his authority under Articles 109 and 113 of the Charter of the Organization of American States ("OAS") and Articles 4, 8, 12, and 14 of the General Standards to Govern the Operations of the General Secretariat of the Organization of American States ("General Standards"),

CONSIDERING:

That as a result of the issuance of Executive Order 05-03, the General Secretariat has been reorganized through the creation of new Departments, Offices, and Divisions; and

That as a result of this reorganization, it is necessary to revise Staff Rule 110.6(k) regarding the formation and composition of the Committee which advises the Secretary General in situations under Staff Rule 110.6(h) and (i) whenever a reduction in force must be made;

RESOLVES:

1. To amend Staff Rule 110.6(k) to read as follows:

(k) When a reduction in force ("RIF") must be made, the Secretary General, in consultation with the Staff Committee, shall appoint a Committee (the "RIF Committee") to advise him in the cases referred to in paragraphs (h) and (i) of this Rule 110.6.

(i) The RIF Committee shall contain, at a minimum, the following five members, all of whom must be staff members of a grade no lower than P-5:

(A) A representative from the Office of the Secretary General or a representative from the Office of the Assistant Secretary General;

(B) A representative from the Department of Legal Affairs and Services;

- (C) A representative from a Department or Executive Secretariat not included in any Office or Department listed in (A) – (B), above;
- (D) A representative from a Department or Executive Secretariat not included in any Office, Department, or Executive Secretariat listed in (A) – (C), above; and
- (E) A representative from a Department or Executive Secretariat not included in any Office, Department, or Executive Secretariat listed in (A) – (D), above.

(ii) The Director of the Office of Human Resource Services shall be an ex-officio member of the Committee.

(iii) The Inspector General and the President of the Staff Committee (or his/her representative) may attend all RIF Committee meetings as observers.

(iv) The Secretary General may appoint additional members of the RIF Committee, all of whom must be at the P-5 grade level or higher and none of whom may be from any of the Offices, Departments, or Executive Secretariats listed in (A) through (E), above.

(v) The Secretary General may appoint alternates for the Committee members; provided, however, that all such alternates shall be at the P-5 grade level or higher and shall be appointed in consultation with the affected Committee member. There shall be no more than one alternate from each Office, Department, or Executive Secretariat listed in (A) through (E) above.

- 2. To declare that all other provisions of Staff Rule 110.6 remain in full force and effect.
- 3. To declare this Executive Order effective on the date of its issuance


Luigi R. Einaudi
Acting Secretary General

Date: February 11, 2005
Original: English