



Secretariat

5 February 2010

Information circular*

To: Members of the staff
From: The Assistant Secretary-General for Human Resources Management
Subject: **Rates of daily subsistence allowance in New York, Geneva and Vienna**

1. Pursuant to section 2.2 of administrative instruction ST/AI/1998/3, on the system of daily subsistence allowance, the purpose of the present circular is to inform the staff of the schedule of rates of daily subsistence allowance applicable to the above-mentioned duty stations and their effective dates, as set out in the annex to the present circular.
2. The schedule set out in the annex replaces the schedule contained in the annex to information circular ST/IC/2008/44 of 12 August 2008.

* The present circular, which cancels and supersedes information circular ST/IC/2008/44 of 12 August 2008, will be in effect until further notice.

Annex

Rates of daily subsistence allowance at Headquarters, Geneva and Vienna

	Headquarters ^a (US\$ per day)	Geneva ^a (SwF per day)	Vienna (€ per day)
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(i) <i>First 60 days</i> , consecutive or otherwise, at the temporary duty station, all staff:			
	<i>First 30 days</i>	<i>Next 30 days</i>	
Standard year-round rate	378	321	383 226
Special hotels, January-August ^b	451	383	
Special hotels, September-December ^c	530	451	
(ii) <i>During the next 60 days</i> , consecutive or otherwise, at the temporary duty station, all staff:			
Standard year-round rate	252	287	170
Special hotels, January-August ^b	301		
Special hotels, September-December ^c	353		
(iii) <i>After 120 days</i> , consecutive or otherwise, at the temporary duty station, all staff:			
Standard year-round rate	189	230	136
Special hotels, January-August ^b	226		
Special hotels, September-December ^c	265		

^a Effective 1 January 2010.

^b The hotels in this category are the Affinia Shelburne, Courtyard New York Manhattan/Midtown East, Grand Hyatt, Kimberly, New York Helmsley, Roger Smith and San Carlos.

^c The hotels in this category are the Affinia Shelburne, Beekman Tower, Courtyard New York Manhattan/Midtown East, Eastgate Tower, Grand Hyatt, Kimberly, Millennium UN Plaza, New York Helmsley, Roger Smith and San Carlos.