



Security Identification and Garage Management Unit



Pre-retirement Seminar
October 2017



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Retirement and Access to the UNOG

The following is a brief presentation which aims to outline and explain your access rights as a retired staff member and the procedures to be followed to obtain Courtesy and Vehicle identification. Depending on which Organization you are retired from, may influence certain aspects of your access to the UNOG.



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Retirement and Access to the UNOG

The Categories of Retirees

A- UNOG and it's direct Annexes	B- Other Geneva Based Organizations
UNOG	ITU
UNHCR	ILO
OHCHR	WHO
UNICEF	WIPO
IEH-Int'l Environment House	WMO
ICC	Other Organizations
ITC (issued by ITC)	



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Retirement and Access to the UNOG

Category « A » Courtesy Pass Procedures for Retirees

**UNOG and it's direct Annexes-UNHCR,
OHCHR, UNICEF, IEH, ICC**

**Required Justification/Documents for the
issue of a Courtesy Pass**



- **Final Clearance Form P-35a or Emailed clearance**
 - **Attestation from the UNJSPF**
 - **Request for Grounds Pass Form « A »**
 - **Copy of Last Pension Statement from UN. New York**
- The Courtesy Pass is issued for a two (2) year period and may be renewed.**

Any expired pass should be returned to Security.



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Retirement and Access to the UNOG

Category « A » Courtesy Pass Procedures for Spouses of Retirees

UNOG and its direct Annexes-UNHCR,
OHCHR, UNICEF, ITC, IEH, ICC

Required Justification/Documents for the
issue of a Courtesy « Family » Pass



- Request for Grounds Pass Form « A »
- Attestation from Personnel or the UNJSPF
- Copy of Last Pension Statement from UN. New York

The Courtesy Pass is issued for a two (2) year period and may be renewed, and only to spouses of retired staff (not to other dependents).

All expired passes should be returned to Security.



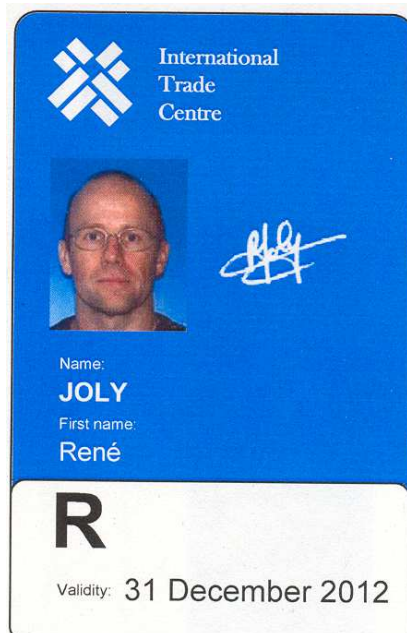
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Retirement and Access to the UNOG

Category « A » Courtesy Pass Procedures for Staff and Spouses of Retirees from ITC

ITC

Directly at ITC



- ITC has decided to issue their own badges to retired staff. These badges are valid to access Palais des Nations.
- These badges are issued by ITC, directly and no UNOG badge will be issued



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Retirement and Access to the UNOG

Category « B » Courtesy Pass Procedures for Retirees

Other based Geneva Organisations recognized by UN Pension Fund.	Access to UNOG For Other Organizations
 <p>ITU</p>  <p>ILO</p>  <p>WHO</p>  <p>WIPO</p> <p>WMO</p>	<ul style="list-style-type: none"> • Access is gained with a valid Retirement Badge issued by your respective Organisation. • The badge must feature the following: <ul style="list-style-type: none"> Family Name, First Name Photograph and Expiration Date <p>*Access is thought Pregny Building ONLY.</p>
<p>Other Organizations</p>	



Pre-retirement Seminar
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Retirement and Access to the UNOG

Category « B » Courtesy Pass Procedures for Spouses of Retirees & Invites

Other based Geneva Organisations
recognized by UN Pension Fund.

Required Justification/Documents for the
issue of a Courtesy « Family » Pass



- Daily badge at Pregny Gate Building.
- * If the Retired staff member is present, no confirmation needed by other UN Entities & public areas.
- * IF the Retiree is not present, appointment confirmation from other UN entities (MEC/UNFCU) to delivery the daily badge is necessary.



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Retirement and Access to the **UNOG**

Vehicle Authorization For Retires From UNOG

NEW RESTRICTIONS DUE TO SHP/SECURITY

Due to ongoing work for the Strategic Heritage Plan (SHP) and the loss of over 400 parking spaces, the UNOG Administration has issued new guidelines for parking for retired UN staff that greatly limit access of vehicles to the Palais des Nations.

The Administration suggests that retired staff use public transport whenever possible, when coming to the Palais des Nations, due to the limited parking spaces available.



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Retirement and Access to the UNOG

Vehicle Authorization For Retires From UNOG –

NEW PROCEDURES (1)

UNOG and its direct Annexes-UNHCR, OHCHR, UNICEF, IEH, ICC & ITC

As of 14 August 2017, access by vehicle for retired UN staff mentioned above has been changed, due to SHP work and upgraded security procedures.

Retired UN staff will ONLY be able to receive a daily vehicle access badge at the Front Desk of the Pregny gate building, when spaces is available. The Retired staff member must provide their “Carte Gris” (vehicle registration documents) as well as their valid UNOG/ITC issued badge to be eligible to receive a daily parking authorization, that will be valid for one (1) day ONLY.

The old T2’s will no longer be accepted to access the Palais des Nations.

Retires from other organizations based in Geneva do not have access by vehicle.



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Retirement and Access to the UNOG

Vehicle Authorization For Retires From UNOG –

NEW PROCEDUERS (2)

UNOG and it's direct Annexes-UNHCR, OHCHR, UNICEF, IEH, ICC & ITC

Persons with a valid official disable authorization, issued by a state/government, are eligible to receive a yearly vehicle authorization.

The disable authorization MUST be provided with the vehicle registration documents (Carte Gris) and a valid UNOG/ITC badge to receive the parking authorization, that will be valid for one (1) year or the date on the badge, which ever is shortest.





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Retirement and Access to the UNOG

Contacting the Security Identification and Garage Management Sub-Unit

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**Retirement and Access to the
UNOG**

**The Security and Safety Section
Identification and Garage Management
Sub-Unit**

**Would like to - Thank you all for your kind
attention and to wish each of you a
A Healthy Retirement.**