Information circular\*

 To: Members of the staff

 \* Expiration date of the present information circular: 1 January 2018.

 From: The Assistant Secretary-General for Human Resources Management

 Subject: **Designation of duty stations for purposes of rest and recuperation**

1. In accordance with administrative instruction ST/AI/2011/7 and Amend.1 and 2, on rest and recuperation, and following inter-agency consultations, the Office of Human Resources Management approves the Secretariat duty stations that qualify for rest and recuperation, the frequencies thereof and the designation of rest and recuperation destinations. The annex to the present circular contains the list of duty stations approved for rest and recuperation purposes effective 1 July 2017.

2. In duty stations where the rest and recuperation frequency has been reduced, the new cycle takes effect immediately. In duty stations where the frequency of rest and recuperation has been prolonged (from 4 to 6 weeks, from 6 to 8 weeks or from 8 to 12 weeks) or where it has been discontinued, staff members or eligible individuals who have already started accruing qualifying service prior to 1 July 2017 may avail themselves of rest and recuperation after completing the period of qualifying service previously in effect. Upon the return of the staff member or other eligible individuals to the duty station, the new frequency shall apply.

3. Should security or severe hardship conditions improve or deteriorate at specific duty stations during the course of the year, the duration of the period of qualifying service (frequency) may be adjusted by the Office of Human Resources Management following inter-agency consultations. Similarly, significant changes in a duty station environment may result in the approval or discontinuation of rest and recuperation.

Annex

 Consolidated list of duty stations approved by the Office of Human Resources Management for rest and recuperation purposes (effective as from 1 July 2017)

| *Duty station* | *Frequency* | *Rest and recuperation destination* |
| --- | --- | --- |
|  |  |  |
| **Afghanistan** |  |  |
| Entire country | 6 weeks | Dubai |
| **Algeria** |  |  |
| Tindouf | 8 weeks | Algiers |
| **Burkina Faso** |  |  |
| Djibo, Dori | 12 weeks | Ouagadougou  |
| **Burundi** |  |  |
| Bujumbura, Gitega, Makamba, Ngozi | 8 weeks | Nairobi |
| **Cameroon** |  |  |
| Kousséri, Maroua | 6 weeks | Yaoundé |
| Ngaoundéré | 12 weeks | Yaoundé |
| **Central African Republic** |  |  |
| Entire country | 6 weeks | Yaoundé |
| **Chad** |  |  |
| Baga Sola, Bol | 6 weeks | Addis Ababa |
| Abéché, Farchana, Goré, Gozbeida, Mao, N’Djamena, Sarh | 8 weeks | Addis Ababa |
| **Colombia** |  |  |
| Betania, Caño Indio, Carrizal, Charras, El Carmen, El Ceral, El Jordán, Filipinas, Gallo, La Fila, La Florida, La Guajira, La Plancha, La Pradera, La Reforma, La Variante, Las Colinas, Llano Grande, Los Monos, Miravalle, Monterredondo, Pondores, San José de Oriente, Santa Lucía, Vidrí, Yarí | 8 weeks | Bogota |
| Mocoa, Quibdó | 12 weeks | Bogota |
| **Côte d’Ivoire** |  |  |
| Entire country except Abidjan and Yamoussoukro | 8 weeks | Accra |
| **Democratic Republic of the Congo** |  |  |
| Aru, Bendera, Beni, Bili, Binyampuri, Bunia, Butembo, Doruma, Dungu, Fizi, Isiro, Ituri, Kabare, Kalehe, Kalemie, Kamanyola, Kanyabayonga, Katale, Kilembwe, Kitshanga, Kiwanja, Kongolo, Lulimba, Luofu, Mahagi, Masisi, Mboko, Minebwe, Minova, Mitwaba, Moba, Mubambiro, Mwenge, Ngungu, Nioki, Nyabiomdo, Nyamilima, Nyanzalé, Nyunzu, Pinga, Pweto, Rwindi, Rutshuru, Sake, Sange, Shabunda, Tongo, Uvira, Walikale, Walungu | 6 weeks | Entebbe |
| Bandundu, Buburu, Bukavu, Gemena, Goma, Kahemba, Kamina, Kananga, Kenge, Kikwit, Kimpese, Kimvula, Kindu, Kisangani, Kisenge, Matadi, Mbandaka, Mbuji-Mayi, Muanda, Ngidinga, Zongo | 8 weeks | Entebbe |
| Lubumbashi | 12 weeks | Entebbe |
| **Democratic People’s Republic of Korea** |  |  |
| Pyongyang | 8 weeks | Beijing |
| **Ethiopia** |  |  |
| Dimma, Kebridehar, Nyien-Yan | 6 weeks | Addis Ababa |
| Jijiga, Jimma | 8 weeks | Addis Ababa |
| **Gaza** |  |  |
| Gaza  | 8 weeks | Amman |
| **Guinea** |  |  |
| Nzerekore | 12 weeks | Accra  |
| **Guinea-Bissau** |  |  |
| Bafatá,*b* Bissau, Buba | 12 weeks | Accra |
| **Haiti** |  |  |
| Entire country | 8 weeks | Santo Domingo |
| **Iraq** |  |  |
| Baghdad, Bayji, Fallujah, Kalar, Kirkuk, Makhmur, Mosul, Sharqat, Qayyarah | 4 weeks | Amman |
| Basrah, Dohuk, Karbala, Maysan, Ramadi | 6 weeks | Amman |
| Erbil, Najaf, Sulaymaniah | 8 weeks | Amman |
| **Kenya** |  |  |
| Dadaab, Liboi, Wajir | 6 weeks | Nairobi |
| Kakuma | 8 weeks | Nairobi |
| **Kyrgyzstan** |  |  |
| Osh | 8 weeks | Istanbul |
| **Liberia** |  |  |
| Entire country | 8 weeks | Accra |
| **Libya** |  |  |
| Entire country | 6 weeks | Malta |
| **Mali** |  |  |
| Gao, Kidal, Menaka, Tesalit, Tombouctou | 4 weeks | Dakar |
| Mopti  | 6 weeks | Dakar |
| Bamako, Kayes | 8 weeks | Dakar |
| **Myanmar** |  |  |
| Sittwe | 8 weeks | Yangon |
| Lashio, Myitkyina (Kachin State)  | 12 weeks | Yangon |
| **Niger** |  |  |
| Agades, Diffa | 6 weeks | Niamey |
| Maradi, Tahoua, Zinder | 12 weeks | Niamey |
| **Nigeria** |  |  |
| Damaturu, Maiduguri | 6 weeks | Accra |
| Bauchi, Gombe, Kaduna, Yola | 8 weeks | Accra |
| Akura | 12 weeks | Accra |
| **Occupied Syrian Golan** |  |  |
| Occupied Syrian Golan | 8 weeks | Amman |
| **Pakistan** |  |  |
| Peshawar, Quetta  | 6 weeks | Dubai |
| Islamabad, Karachi, Lahore | 8 weeks | Dubai |
| **Papua New Guinea** |  |  |
| Port Moresby  | 12 weeks | Brisbane |
| **Philippines** |  |  |
| Cotabato City | 8 weeks | Manila |
| Cateel, Guian | 12 weeks | Manila |
| **Sierra Leone** |  |  |
| Entire country except Freetown | 12 weeks | Accra |
| **Somalia** |  |  |
| Baidoa, Beledweyne (Belet Uen), Boosaaso, Dhobley, Dolow, Galkacyo, Garowe, Jowhar, Kisimaio, Mogadiscio, Wajid | 4 weeks | Nairobi |
| Hargeisa | 6 weeks | Nairobi |
| **South Sudan** |  |  |
| Bentiu, Bor, Juba, Kapoeta, Kwacjok, Malakal, Melut, Mingkaman, Mundri, Pibor, Rumbek, Torit, Wau, Yambio, Yirol  | 6 weeks | Entebbe |
| Aweil, Gok Machar  | 8 weeks | Entebbe |
| **Sri Lanka** |  |  |
| Kilinochchi | 12 weeks | Colombo |
| **Sudan** |  |  |
| Abyei, Buram (S. Darfur), El Da’ein (Darfur), El Fasher (Darfur), El Fula, El Geneima (Darfur), Forobaranga (W. Darfur), Gereida (S. Darfur), Habila (W. Darfur), Kabkabiya (Darfur), Kadugli, Kass (Darfur), Khor Abeche (S. Darfur), Khor Omer, Korma, Kutum (Darfur), Labado (S. Darfur), Malha (N. Darfur), Mallit (N. Darfur), Masteri (W. Darfur), Morni (W. Darfur), Muglad (Southern Kordofan), Muhajiriya (W. Darfur), Mukjar (Darfur), Nertiti (W. Darfur), Nyala (Darfur), Saraf Omra/Umra (N. Darfur), Shangal Tobaye (N. Darfur), Sheiria (S. Darfur), Tawila (Tawilah) (N. Darfur), Tine (W. Darfur), Um Baro (W. Darfur), Um Kaddada (N. Darfur), Zalingei (Darfur), Zam Zam (N. Darfur) | 6 weeks | Entebbe |
| Damazine | 8 weeks | Entebbe |
| **Syrian Arab Republic** |  |  |
| Entire country (excluding the Alpha side of the United Nations Disengagement Observer Force area of operations)  | 4 weeks | Amman |
| **Uganda** |  |  |
| Moroto | 8 weeks | Kampala |
| Kitgum | 12 weeks | Kampala |
| **Ukraine** |  |  |
| Donetsk, Kramatorsk, Luhansk, Mariupol, Servodonetsk, Sloviansk | 8 weeks | Kiev |
| **Venezuela (Bolivarian Republic of)** |  |  |
| Guasdualito | 12 weeks | Bogota |
| **West Bank** |  |  |
| Ramallah | 8 weeks | Amman |
| **Yemen** |  |  |
| Aden, Sana’a, Sa’ada, Ibb | 4 weeks | Larnaca |
| Haradh, Lahij, Taiz | 6 weeks | Larnaca |

 *a* Reflects duty stations with a presence of Secretariat staff members. Specialized agencies, funds and programmes issue organization-specific lists.

 *b* Rest and recuperation cycle in effect until 30 November 2017.