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No.21023/14 /2018-PMA
GOVERNMENT OF INDIA
Ministry of Home Affairs
[Police Division-II]
PMA Cell



0 6 JUL 2018

MHA, North Block, New Delhi, 110001 Dated of June, 2018

To

- 1. The Chief Secretaries and DsG (P)s of all States / UTs
- 2. Directors IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/DCPW
- 3. DsG BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB /NCB/NIA/Assam Rifles (Through LOAR)
- 4. Commissioner of Police Delhi.

Subject :- Job Opening : Nomination for Police Chief of Staff (P-5) to the UN Mission in the Republic of South Sudan (UNMISS)
Job Opening No. 2018-UNMISS-82371-DPKO

Sir/Madam,

Police Division, UNHQ through PMI to UN has sought the nomination of eligible candidates for the subject Job opening (**Job opening number : 2018-UNMISS-82371-DPKO**)

2. The job description along with the requisite eligibility criteria/qualifications of Police Chief of Staff (P-5) to the UN Mission in the Republic of South Sudan (UNMISS) are enclosed/attached with this letter for needful reference. It is strongly recommended to nominate those candidates meeting all requirements for the positions/posts as described in Job descriptions.

तिस महानिदेशक के

Therefore, It is requested that nomination of eligible and willing officers of the rank of DIG/IG for (P-5) level post may be submitted through proper channel to this Ministry by 13<sup>th</sup> July, 2018 alongwith the following documents duly completed in all respect:-

11274

United Nations Personal History Profile (PHP) form (P.11) duly completed and signed by the nominated candidate.

United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local

अपर पुलिस महानिदेशक (कार्मिक authority.

मुख्यालय पुलिस महानिवेशक उत्तर प्रवेश 16 71201V

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- Note: In Earlier instances, It was observed that the EAC was submitted without the signature of Designated Authority of concerned Force resulting rejection of nomination. Hence, the forwarding authority should ensure that the EAC is duly signed by the applicant as well the Designated Authority of Force. All requisite details i.e position for which applying, job opening number, date of commission, degrees and academic distinctions and all other requisite details should be filled properly.
- iii. Personal details as per Annexure-I.
- iv. Human Rights certificate must be included(proforma enclosed).Mandatory
- 4. <u>No modified format other than the specimen enclosed duly typed will be entertained/accepted as it invites lot of observations from UN HQ (UNDPKO) while finalizing the nominations</u>. Hand written PHP/EAC will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.
- 5. Personal History Profile (P-11), EAC and HR certificate along with forwarding letter of each nominated candidate are required to be submitted in separate files (PDF format only) through E-mail at <a href="mailto:uspma@gov.in">uspma@gov.in</a> or <a href="mailto:sopma@gov.in">sopma@gov.in</a> before the deadline.
- 6. It may please be ensured that the nominees are clear from Vigilance angle and Necessary Cadre Clearance (for all Officers) from MHA/State Government/CAPFs/any other lending organization must be forwarded with nomination. (without cadre clearance and NOC from parent cadre, nominations will not be entertained).

7. **No direct application will be entertained**. Applications through proper channel only i.e. through Home Department(State)/approval of Head of Organization will be entertained. Applications received after the deadline specified will not be accepted.

Yours Faithfully

(Raman Kumar)

Under Secretary to the Government of India

23094009∃: 23094009⊕:uspma@nic.in

#### Copy to

Commissioner of Police .

Mumbai, Kolkatta, Chennai and Bangalore.

It is requested to forward the nominations of eligible and willing officers though State Government only.

- 1. SO (IT), MHA With the request to upload the above communication on MHA website (Police Division-II(secondment vacany) and 'what's new'.
- 2. US(UNP)-BA, MEA, JNB (2029), New Delhi

(Raman Kumar)

Under Secretary to the Government of India

**雷**: 23094009 昌: 23094009





Job Opening for Position requiring official secondments. (\*\*\*)

from national governments of Member States of the United Nations Organization

Appointments are limited to service of posts financed by

the support account of peacekeeping operations.

Post title and level

Organizational Unit

Duty Station

Reporting to Duration

Deadline for applications

Job Opening number

Police Chief of Staff, P-5

United Nations Mission in the Republic of South Sudan

Juba

Deputy Police Commissioner

12 Month (extendible)

20 July 2018

2018-UNMISS-82371-DPKO

United Nations Core Values: Integrity, Professionalism and Respect for Diversity

#### RESPONSIBILITIES:

In compliance with the UN mandate and under the supervision and substantive guidance of the Deputy Police Commissioner, the Chief of Staff will be responsible for the administrative and logistic support of the UN Police component in its performing mandated tasks. The Chief of Staff will in particular coordinate the work of respective sections in the areas of human resources management, logistics, fleet maintenance, legal advisory, disciplinary issues, public relations and induction training for the new UNPOL arrivals. Within the limits of delegated authority, the Chief of Staff will be responsible for, but not limited to, the performance of the following duties:

- Managing respective UN Police Headquarters sections under his/her command;
- Maintaining and implementing administrative policy directives, plans and orders of the Police Commissioner, including Standard Operating Procedures (SOP); preparing and publishing informational bulletins on new directives and instructions requiring the attention of all UN Police officers.
- Supervising human resource management process: assisting in the determination of the appropriate
  assignments and providing recommendations to the Deputy Police Commissioner on the timely
  appointment of suitable personnel to key non-professional positions prior to the time when they become
  vacant;
- Overseeing and monitoring the deployment of individual police officers and allocation of related resources to meet operational requirements;
- Ensuring the planning of staff rotations, tour of duty extensions, leave and CTO; coordinating and overseeing the movement of personnel (MOP) within the Mission and outside the Mission;
- Maintaining an UNPOL Records Archival process and system, including the personnel record filing system; ensuring that all projects, programs and related communications are properly recorded, archived, accessible and maintained for posterity for future reference or use by UNPOL or the mission;

- Providing general oversight of all assets belonging to the UNPOL component and their proper use by the staff;
- Maintaining permanent liaison with all sections of the Mission Support component and international staff section regarding police requirements in terms of deployment, accommodation, offices, CITS, logistics, supply, constructions, etc.
- Organizing legal advisory support to the UIN Police leadership and other UNPOL staff when necessary;
- Ensuring compliance with the United Nations rules, regulations, and Mission Mandate, conformity to the
  highest standards of professional conduct and personal behavior by the UNPOL including: time on duty
  accountability and tracking; proper utilization of police resources; inspection regimes; disciplinary
  conformity and consistency; and initiating corrective measures to improve efficiency and effectiveness
  within UN police component and harmony with other mission components in the spirit of an integrated
  mission and attainment of common goals;
- Overseeing, maintenance and regular inspection, assessment and updating of UNPOL induction programs
  for all the new UNPOL arrivals and exploring and facilitating additional, in-house training to the UNPOL
  members in collaboration with the mission Integrated Training Service (ITS);
- In coordination with and under the guidance of the DPKO/Police Division, organizing the certification of Selection Assistance Team (SAT) members; nominating the above trainers for participation in SAT sessions in PCCs at the request of the DPKO/Police Division;
- Conducting visits to team sites to monitor and address UNPOL contingent management, including but not
  limited to: morale; welfare; work accountability; time accountability; impact on work related
  environmental conditions; site contingent management; fair and equitable treatment; and other related
  matters or principles regarding work force management and accountability;
- Maintaining an Internal Investigations system for allegations of misconduct or mismanagement by
  individual police officers and recommending relevant disciplinary action in coordination with the Mission
  Discipline Unit(s); ensuring proper and adequate representation for Mission Boards of Inquiry;
- Maintaining permanent administrative information exchange between the UN Police component and the DPKO/Police Division; ensuring regular dissemination of UNPOL strength reports among the UNPOL staff, Mission leadership, the DPKO/Police Division;
- Perform any other duties as assigned by the Deputy Police Commissioner in fulfillment of the mission mandate or UNPOL related objectives or concerns.

#### COMPETENCIES:

Professionalism: Outstanding expert knowledge in the technical field of work in general and in the specific areas being supervised in particular (human resources, budget, logistics management planning); strong organizational and communication skills; experience in the management and administration; ability to review and edit the work of others. Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Assume responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work within the UNPOL contingent and mission.

Planning and organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Teamwork: Works collaboratively with colleagues to achieve organizational goals; solicits inputs by genuinely valuing other's ideas and expertise; is willing to learn from others; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Leadership: Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands.

#### QUALIFICATIONS:

Education: Advanced University Degree (Master's or equivalent) in Law enforcement, Criminal Justice, Public Administration, Human Resources Management, Logistics, Social Sciences or other relevant field. A first level university degree with a combination of relevant academic qualifications and extensive experience in law enforcement, including planning and administration may be accepted in lieu of the advanced university degree. Graduation from a certified police academy or other law enforcement training institution is also required.

Work Experience: A minimum of 10 years (12 years in absence of advanced degree) of relevant progressive responsible experience in law enforcement in a national law enforcement agency at the strategic, operational, and managerial level. At least seven (7) years of practical experience in such areas as police administration, human and/or financial resources managements, assets management, police policy development. Familiarity with United Nations administrative policies and procedures is highly desirable.

Rank: Colonel/ Chief or Senior Superintendent, equivalent or higher.

Languages: English and French are the working languages of the UN. For the post advertised, fluency in oral and written English is required. Working knowledge of a second official UN language (Arabic) is an advantage.

Preference will be given to equally qualified women candidates. Date of Issuance: 25 June 2018

http://www.un.org/en/peacekeeping/sites/police

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| 10. Entry into United Nations service might requir   | e ussignment to any area of           | the world in which                      | the United Nations might have rest                     | ponsibilities.               |
| <ul> <li>(a) Are there any limitations on your ability to</li> <li>(b) Are there any limitations on your ability to</li> </ul>   |                                       |   | YES   NO   |                              |
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| If answer is "yea", which country?   |                                       | **                                      |  | +                            |
| <ol> <li>Have you taken any legal steps towards changing<br/>if answer is "yes", explain fully.</li> </ol>   | ng your present nationality           | YES 🗌                                   | NO 🗆   |                              |
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B. PREVIOUS POSTS (IN REVERSE ORDER) 3 EXACT TITLE OF YOUR POST: TO SALARIES PER ANNUM MONTHLYBAR MONTH/YEAR STARTING FINAL NAME OF EMPLOYER: TYPE OF BUSINESS: ADDRESS OF EMPLOYER; NAME OF SUPERVISOR: NO. AND KIND OF EMPLOYEES REASON FOR LEAVING: SUPERVISED BY YOU: DESCRIPTION OF YOUR DUTIES FROM SALARIES PER ANNUM EXACT TITLE OF YOUR POST: 17) MONTH/YEAR MONTH/YEAR STARTING FINAL NAME OF EMPLOYER: TYPE OF BUSINESS: ADDRESS OF EMPLOYER: NAME OF SUPERVISOR: NO. AND KIND OF EMPLOYEES REASON FOR LEAVING: SUPERVISED BY YOU: DESCRIPTION OF YOUR DUTTES EXACT TITLE OF YOUR POST: FROM 10 SALARIES PER ANNUM MONTH/YEAR MONTH/YEAR STARTING FINAL NAME OF EMPLOYER TYPE OF BUSINESS: ADDRESS OF EMPLOYER: NAME OF SUPERVISOR: NO. AND KIND OF EMPLOYEES REASON FOR LEAVING SUPERVISED BY YOU: DESCRIPTION OF YOUR DUTIES

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| 28. HAVE YOU ANY OBJECTIONS TO OUR MAKING IN  | QUIRIES OF YOUR PRESENT                               | TEMPLOYER? YES                                     |  |
| 29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL If answer is "yes", WHEN?   | SERVANT IN YOUR GOVER                                 | RNMENT'S EMPLOY?                                   | YES NO   |
| 30. REFERENCES; List three persons, not related to you, and Do not repeat names of supervisors lists  | d are not current United Nations<br>ed under Item 27. | staff members, who are fau                         | niliar with your character and qualifications, |
| FULL NAME   | FULL ADDRESS  |  | BUSINESS OR OCCUPATION                         |
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| if "yes", give full particulars of each case in an attached stateme   | ent.  | ¥  |  |
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| 33. OTHER AGENCIES OF THE UNITED NATIONS SYST<br>YOUR PERSONAL HISTORY FORM BEING MADE AVAIL.   | ABLE TO THEM? YES                                     | i∐ NO∏   |  |
| 34. I certify that the statements made by me in ans<br>knowledge and belief. I understand that any misrep<br>document requested by the Organization renders a s | presentation of material on                           | mission made on a Pers                             | simal History form or other                    |
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| N.D. You will be requested to supply documentary send any documentary evidence until you have been texts of references or testimonials unless they have         | n asked to do so by the Or                            | reanization and in any                             | event do not culmit the amount                 |

EMPLOYMENT RECORD-SUPPLEMENTARY SHELL PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post, Include also service in the armed forces and note any period during which you were not gainfully employed. See next page for more blocks. 70 SALARIES PER ANNUM EXACT TITLE OF YOUR POST MONTH/YEAR MÓNTH/YEAR STARTING FINAL NAME OF EMPLOYER: TYPE OF BUSINESS: ADDRESS OF EMPLOYER: NAME OF SUPERVISOR: NO. AND KIND OF EMPLOYIES SUPERVISED BY YOU: REASON FOR LEAVING: DESCRIPTION OF YOUR DUTIES SALARIES PER ANNUM RTING FINAL TO MONTH/YEAR EXACT TITLE OF YOUR POST: MONTH/YEAR NAME OF EMPLOYER: TYPE OF BUSINESS: ADDRESS OF EMPLOYER: NAME OF SUPERVISOR: NO. AND KIND OF EMPLOYEES REASON FOR LEAVING: SUPERVISED BY YOU: DESCRIPTION OF YOUR DUTIES FROM SALARIUS PER ANNUM EXACT TITLE OF YOUR POST MÔNTH/YEAR MONTHYEAR FINAL NAME OF EMPLOYER: TYPE OF BUSINESS: ADDRESS OF EMPLOYER: NAME OF SUPERVISOR: NO, AND KIND OF EMPLOYEES SUPERVISED BY YOU: REASON FOR LEAVING: DESCRIPTION OF YOUR DUTIES SALARIES PER ANNUM RTING FINAL TO MONTHYYEAR EXACT TITLE OF YOUR POST: MUNTHLYEAR STARTING NAME OF EMPLOYER TYPE OF DUSINESS: ADDRESS OF EMPLOYER: NAME OF SUPERVISOR. NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU: REASON FOR LEAVING: DESCRIPTION OF YOUR DUTTES

### EMPLOYMENT RECORD-SUPPLEMENTARY SHEET

PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed.

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## UNITED NATIONS

# Employment and Academic Certification Attachment to Personal History Profile (P11)

#### TO BE COMPLETED BY CANDIDATE;

| Perso   | nal Data:       |   |   | (*)                                     |                               |                        |
|---|-----------------|---|---|---|-------------------------------|------------------------|
| Family Name                                       |                 | Given name:   | +   | Middle                                  | names:                        | Gender: M/F            |
| e-mail addres                                     | Lill of America |   | manus de la |   |                               |                        |
| Position for w                                    | hich you are    | applying:   |   |   |                               |                        |
| (Note: if you :                                   | ere applying f  | er more than one position   |   | separate P11 an                         | d P11 attachment for e        | each Job Opening)      |
| Job Opening                                       | Nomber:         |   |   |   |                               |                        |
| Milita Date of Com                                | ry Service Hi   | story/Police Service Histor<br>military officers) or date   | ry<br>of enlistment/e                           | niry to samira                          | Corrollon                     |                        |
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| Branch/Corp/                                      | Mustering       | <u> </u>  |   | Armonia e cara                          |                               |                        |
| Sub Specialis                                     | ation/additio   | nal qualifications  | J. 34   | =) ·                                    |                               |                        |
| Degre   |                 | mic Distinctions Obtained   | :   | _                                       |                               |                        |
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|   | give compl      | ete address.  | I'ROM:<br>Month/Year                            | TO:<br>Month/Year                       | 2000017 AMONENING             |                        |
| Graduation<br>from the<br>Staff/War<br>College or |                 |   |   | -                                       |                               |                        |
| Police<br>Academy<br>and/or                       |                 |   |   |   |                               | V.                     |
| imilar law<br>inforcement<br>institution)         | 9               |   |   |   | *                             |                        |
| Iniversity<br>Degree/s                            |                 |   |   |   |                               |                        |
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Specify UN or other International Experience, starting with your most recent experience and list in reverse order

Dates inm/yy-mm/yy

Mission/
Operation/Location (Mile), HQ Staff, Contgt,
Adviser)

Command Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy

Unit/Position/Org

Significant Unit Activities

Significant Planning Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy

Position/Org

Operation/Activity

Operation/Activity

| Dates mm/yy-mm/yy | Position/Org | Operation/Activity |  |
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(Other) International Exposure other than peace keeping operations, starting with your most recent experience and list in reverse order

| Date: mm/yy-nm/yy | Position/Org | Function/Activity |  |
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| nominated candidate that she/he has committed or beer  | involved by ant ar analysis to the   |
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# APPLICATION PROCEDURES FOR PROFESSIONAL CONTRACTED POSITIONS IN UNITED NATIONS POLICE COMPONENTS IN PEACEKEPING OPERATIONS OR SPECIAL POLITICAL MISSIONS REQUIRING OFFICIAL SECONDMENT FROM NATIONAL GOVERNMENTS OF UN MEMBER STATES

Outlined below are the procedures to be followed by Permanent Missions for the presentation of candidates to professional posts, which are opened for recruitment within UN peacekeeping operations or special political missions requiring secondment from active police or other national law enforcement services. In the interest of promoting an orderly process and to avoid delay in the consideration of applications, Permanent Missions are respectfully requested to adhere closely to these procedures.

- The above-mentioned posts are reserved only for candidates recommended by Member States through their Permanent Missions to the United Nations. Candidates applying independently will not be considered. It is requested that applications be submitted as soon as possible but not later than deadline specified in each Job Opening announcement. Applications received after the deadline will not be considered.
- 2. All applications must be submitted in a duly completed typed (not hand-written) and signed United Nations Personal History Form (P.11) along with Academic and Employment Certification Form (attachment to P-11 form). Applications using other formats will not be accepted, but additional information may be attached to the P. 11. For the convenience of the Permanent Mission, a P-11 form and attachment are enclosed as samples to be photocopied as needed.
- 3. Selection for service with the United Nations is made on a competitive basis. It is therefore essential that all the Personal History Forms be completed with a view to presenting the candidates qualifications and experiences as they relate to the requirements as set out in the relevant Job Opening. In the event a Permanent Mission wishes to recommend a candidate for several posts, a separate Personal History Form should be submitted for each post.
- 4. In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations, are requested to make "self-attestation" that s/hc has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The self-attestation must be attached to the P-11 form and contain the following wording: I attest that I have not committed, been convicted of, nor prosecuted for, any criminal or disciplinary offence. I attest that I have not been involved, by act or omission, in any violation of human rights law or international humanitarian law. The applications without signed individual self-attestations will not be accepted.
- 5. Permanent Mission are requested to present their candidates in one single submission, in accordance with the deadline date specified in the Job Opening, under cover of a note verbale listing the names of the candidates, post title(s) they are nominated for and the corresponding vacancy announcements.
- 6. Applications must be hand-delivered by Permanent Mission to the Police Division Selection and Recruitment Section, Office of Rule and Law and Security Institutions, Department of Peacekeeping Operations at 1 UN Plaza, 7th floor, room DC1 -0780, in accordance with the specific directions in the relevant Note Verbale.
- Upon delivery of the applications, the Selections and Recruitment Section will acknowledge the receipt to the individual making the delivery.
- 8. Communication regarding this process will be through the Permanent Mission only. The Secretariat will not entertain personal queries from individual applicants.

#### **BIO-DATA PROFORMA**

Recent passport size photograph

- 1. Name of Post applied.
- 2. Job opening number
- 3. Name of the Officer
- 4. Designation/Rank/organization and Pay scale/pay band with present place of posting.
- 5. In the case of officers of deputation with other organization.
  - (a) Name of Parent organization.
  - (b) Name of organization presently employed.
  - (c) Date of deputation
  - (d) Expected date of repatriation to parent cadre/organization.
- 6. Date of Birth
- 7. Education/Qualification
- 8. Date of Joining Police Service and date of superannuation
- 9. Service/Cadre/Batch:
- 10. Previous UN experience

Telephone No.

- a. Office
- b. Residence
- c. Mobile No(mandatory)
- d. Fax No.
- e. E-mail id(mandatory)
- 11. Present Job Profile:-
- 12. NOC from parent cadre (if on deputation) mandatory:- Yes/NO/Not applicable

I hereby certify that, I fulfill the eligibility requirement notified for the post applied for.

(Signature of the applicant)

## HR CERTIFICATE



| It is certified that   |
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| nor currently under investigation or being prosecuted for                          |
| Totalion of International Himan Rights I are at I                                  |
| 11 IS also to certify that Correct to  |
| (concerned state/Org,) is aware that there is no allegation against                |
| him/her as such and he/she has not committed or even involved, by act or           |
| omission, the commission of any act that may amount of violations of International |
| Human Rights Law and International Humanitarian Law.                               |
| Law,   |

To be signed by an officer Not below the rank of DIG/Director

#### **UNITED NATIONS**

#### **Employment and Academic Certification**

Attachment to Personal History Profile (P11)

For guidance on the submission package you may refer to the briefing material "How to prepare the submission".

#### A. TO BE COMPLETED BY CANDIDATE (from sections 1 to 11):

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| Current ra                          | ink Date L  | ast Promote   | 100       |       | gible for<br>ion to next rank  | Projected Retireme   | nt date <u>from</u>                     |
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| 7. COMMAND and above)  | EXPERIENCE (at Battalion/  | equivalent level or abo | ve when applying for position at the P5 level |
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| Start with your  | most recent experience an  | d list in reverse arder |   |
| Dates FROM<br>mm/yy-TO<br>mm/yy  | Unit level: Company/ Battalion/ Brigade/ Division or equivalent. Police Command Experience | Unit/Position/Org       | Significant Unit Activities                   |
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| 8. SIGNIFICANT   | T EXPERIENCE RELATED TO most recent experience and   | THE FUNTIONS OF THE     | POST/S YOU ARE APPLYING:                      |
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| o. INTERNATION   | NAL EXPOSURE <u>OTHER</u> THA<br>nost recent experience and                                | N PEACEKEEPING OPER     | ATIONS:                                       |
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| <ol> <li>I certify that the statements made by me in answer to<br/>understand that any misrepresentation or material of<br/>document requested by the Organization renders a c</li> </ol>  | mission made on a Personal History form or other  |
| I declare that I have never committed, been convicted of a<br>prosecuted for any criminal, human rights, civil action or d<br>violations (driving while intoxicated or dangerous or carele<br>this purpose). I declare that I have not been involved, by ac<br>international human rights law or international humanitar | isciplinary offence, with the exception of minor traffic<br>ess driving are not considered minor traffic violations for<br>act or omission, in the commission of any violation of |
| I am not able to attest to the proceeding paragraphs for th  | e following reasons:  |
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| Date Signature   |   |
| N.B. You will be requested to supply documentary evidence Do not, however, send any documentary evidence until yo any event, do not submit the original texts of references o sole use of the Organization.  | u have been asked to do so by the Organization and, in  |
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| H. TO BE COMPLETED BY THE RELEVANT LOCAL A  | NUTHORITY:   |
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| On behalf ofl certify t is complete and correct.  | hat the information provided by  |
| I further certify that the nominated candidate has nor being prosecuted for, any criminal or disciplinary civil action or disciplinary offence. | never been convicted of, or is not currently under investigation offence, or any violations of international human rights law, |
| The Government of   | is not aware of any allegations against the  |
| nominated candidate that she/he has committed or  | r been involved, by act or omission, in the commission of any  |
| acts that may amount to violations of international   | human rights law or international humanitarian law.  |
| In the case of the nominee who has been investigat  | ed for, charged with or prosecuted for any criminal offence,   |
| with the exception of minor traffic violations (drivin  | g while intoxicated or dangerous or careless driving are not   |
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PLEASE NOTE:

An incomplete or unsigned form will not be accepted

#### INSTRUCTIONS



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| 2.      | Birth date                               | (day/n                                  | nonth/yr)  | 3.           | Place                                  | of birth                                     |                          | 4.                                     | Nati   | ionality(ics) at bin                             | th                                      | 5. Pres                               | ent ationality(i                               | es)  | 6. Sex                                  |   |
| 7.      | Height                                   | 8.                                      | Weight     |              | ). Mar<br>Single [                     | ital Status:<br>] Mai                        | rried 🔲                  |  | Sepan  | ated W   | idow(                                   | er) 🔲                                 | Divorced                                       | <br>]  |   |   |
| 10.     |  |   |            |              |  | require assility to perfor<br>ability to eng |                          |  |  | of the world in wive field of work? YES \[ \] No |   | he United !<br>(ES []                 | Vations might I                                | rave resp  | onsibilities.                           | State Linds   |
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| 15.     | Do you ha                                |   | depende    | nt chile     |  |  | NO                       |  |  | swer is "yes", give                              | e the f                                 | ollowing in                           |  |  | *************************************** | - wheeler and a supplementary of the supplementary |
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| 15. (a) | ) Name of                                | Spou                                    | se         |              |  |  |                          |  |  |  | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, |                                       |  |  |   |   |
| 16.     | Have you t                               | aken u                                  | p legal po | ermane       | nt reside                              | nce status in                                | any col                  | untry                                  | other  | l<br>than that of your n                         | ationa                                  | lity?                                 | YES N  | οП   |   |   |
| 17.     |  | aken a                                  | inv legal  | stens to     | warde c                                | hanging you                                  | r presen                 | t natio                                | coality  | y? YES □   | NO                                      | <u> </u>                              |  |  |   |   |
| 18.     | Are any of                               | your r                                  | elatives e | employe      | ed by the                              | e United Nat                                 | ions or a                | any of                                 | f its as   | gencies? YES                                     | s 🗆                                     | NO 🗌                                  |  |  |   |   |
| NAME    | II answer is                             | s "yes"                                 | , please   | specify:     |  |  |                          | 4                                      | lation   |  |   | =475.                                 |  |  |   |   |
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| 19. V   | Vhat is your                             | prefer                                  | ored field | of wor       | k?                                     | - 2  |                          | 1                                      |  |  | <u> </u>                                |                                       |  |  |   |   |
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| 22. K   | NOWLED                                   | GEOI                                    | LANGU      | JAGES        |  | is your moth                                 | er tong                  | ue?                                    |  |  |   |                                       |  |  | C. 0811 - 1111                          |   |
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| A. University or                        |                   | . Please give               | exact titles of de  | egrees in original lang  | uage. Ple                     | ease do not                           | translate or equate to other degrees.                                |  |
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| 26. LIST ANY SIG                        | NIFICANT PUBLICA  | TIONS YOU H                 | IAVE WRITTEN        | (DO NOT ATTACH)  | )                             |                                       |  |  |
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| attach additiona                        | pages of the same | size. Give bot              | h gross and net     | salaries per annum fo  | or your las                   | st or present                         | post.  |  |
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B. PREVIOUS POSTS (IN REVERSE ORDER) **EXACT TITLE OF YOUR POST:** FROM SALARIES PER ANNUM TO Full time 
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| DDRESS OF EN                               | PLOYER:         |                         |   | NAME OF SUPERVISOR:          |                              |                      |
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|  |                 | DE                      | SCRIPTION OF  | YOUR DUTIES                  |                              | L                    |
|  |                 |                         |   |                              |                              |                      |
|  |                 |                         |   |                              |                              |                      |
| FROM.                                      | ТО              | SALARIES PE             | R ANNUM   | EXACT TITLE OF               | YOUR POST-                   |                      |
|  | TO MONTH/YEAR   | SALARIES PE<br>STARTING | R ANNUM<br>FINAL  | EXACT TITLE OF               | YOUR POST:                   |                      |
| ONTH/YEAR                                  | MONTH/YEAR      |                         |   | Full time ☐ h                | ours/week:                   |                      |
| ONTH/YEAR  ME OF EMPLOY                    | MONTH/YEAR YER: |                         |   | Full time  h                 | ours/week:<br>ESS:           |                      |
| FROM ONTH/YEAR  ME OF EMPLOY  DRESS OF EMP | MONTH/YEAR YER: |                         |   | Full time  h                 | ours/week:<br>ESS:<br>VISOR: |                      |
| ONTH/YEAR ME OF EMPLOY                     | MONTH/YEAR YER: | STARTING                |   | Full time  h                 | OURS/Week:  ESS:  VISOR:     | REASON FOR LEAVING:  |

| ualifications.  Do not repeat names of su   |  |  | f members, who are familiar with your character and  |
|---|--|--|--|
| FULL NAME   | FULL   | ADDRESS  | BUSINESS OR OCCUPATION   |
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|   |  |  |  |
|   | WEGDINA TO   | N DECARDING ANY RE   | SIDENCE OUTSIDE THE COUNTRY OF   |
| TATE ANY OTHER RELEVANT FACTS.  | INCLUDE INFORMATIO   | N REGARDING ANT INC  | OIDERO - VIVI  |
| OOK NATIONALITY.  |  |  |  |
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| HAVE YOU EVER BEEN ARRESTED, IN<br>VICTED, FINED OR IMPRISONED FOR T  | IDICTED, OR SUMMON<br>HE VIOLATION OF ANY  | ED INTO COURT AS A I   | DEFENDANT IN A CRIMINAL PROCEEDING, OR affic violations)? YES \( \) NO \( \)                     |
| VICTED, FINED OR IMPRISONED FOR I   | HE VIOLATION OF THE  | ED INTO COURT AS A I   | DEFENDANT IN A CRIMINAL PROCEEDING, OR affic violations)? YES \( \Boxed{1} \) NO \( \Boxed{1} \) |
| VICTED, FINED OR IMPRISONED FOR I<br>s*, give full particulars of each case in an a   | ttached statement.   | · · · · · · · · · · · · · · · · · · ·  |  |
| VICTED, FINED OR IMPRISONED FOR I   | ttached statement.   | BE INTERESTED IN OUR   |  |
| VICTED, FINED OR IMPRISONED FOR THE ", give full particulars of each case in an a OTHER AGENCIES OF THE UNITED NATIONAL PERSONAL HISTORY FORM BEING | ttached statement.  TIONS SYSTEM MAY E  MADE AVAILABLE TO                            | BE INTERESTED IN OUF   | RAPPLICANTS. DO YOU HAVE ANY OBJECTION  NO □   |
| VICTED, FINED OR IMPRISONED FOR THE ", give full particulars of each case in an a OTHER AGENCIES OF THE UNITED NATIONAL PERSONAL HISTORY FORM BEING | ttached statement.  THONS SYSTEM MAY E  MADE AVAILABLE TO  in answer to the foregoir | BE INTERESTED IN OUR THEM? YES   or questions are true, cor de on a Personal History |  |
| OTHER AGENCIES OF THE UNITED NOTHER AGENCIES OF THE UNITED NOTHER PERSONAL HISTORY FORM BEING   | ttached statement.  THONS SYSTEM MAY E  MADE AVAILABLE TO  in answer to the foregoir | BE INTERESTED IN OUR THEM? YES   or questions are true, cor de on a Personal History | RAPPLICANTS. DO YOU HAVE ANY OBJECTION  NO □   |