Mandatory Age of Separation (MAS)  
Staff Member FAQs

Office of Human Resources

MANDATORY AGE OF SEPARATION FAQs

WHAT IS THE EOD (ENTRY ON DUTY?)

The entry on duty (EOD) for purposes of the mandatory age of separation (MAS) is the date on which a staff member enters into official travel status to assume his/her duties where applicable, or, if no official travel is involved, the date on which the staff member starts to perform his/her duties in a UN Common system organization.

WHAT IS MANDATORY AGE OF SEPARATION (MAS)?

The mandatory age of separation (MAS) is the age at which a staff member must be separated from the service of his/her employing UN organization as set by its Staff Regulations.

The General Assembly (GA), at its 70th session, decided that the MAS for staff recruited before 1 January 2014 should be raised by the organizations of the UN Common System to 65 years at the latest by 1 January 2018.

At its 72nd session, in December 2017, the GA adopted the amendment to the United Nations Staff Regulation 9.2 that promulgates the MAS 65 for all staff effective 1 January 2018, as approved in the GA Resolution A/RES/70/244. The UNDP policy in POPP will be revised, and for UNDP staff members the MAS shall be implemented as below:

- **60 years** for staff members with an entry on duty (EOD) on or before 31 December 1989 and who will reach 60 years of age on or before 31 December 2017;

- **62 years** for staff members with an EOD between 1 January 1990 and 31 December 2013 and who will reach 62 years of age on or before 31 December 2017; and

- **65 years** for
  - staff members with an EOD on or after 1 January 2014;
  - staff members with an EOD on or before 31 December 1989 and who will reach 60 years of age on or after 1 January 2018; and
  - staff members with an EOD between 1 January 1990 and 31 December 2014 and who will reach 62 years of age on or after 1 January 2018.

The mandatory age of separation of a staff member who reaches the age of 60 or 62 on or prior to 31 December 2017, shall not be reset to 65, including if such staff member is exceptionally retained
in service beyond the mandatory age of separation of 60 or 62, as applicable, beyond 1 January 2018.

WHAT IS THE NORMAL RETIREMENT AGE (NRA)?

The normal retirement age (NRA) is the age at which a United Nations Joint Staff Pension Fund (UNJSPF) participant can retire with a full retirement benefit unreduced on account of age, in accordance with Article 28 of the UNJSPF Regulations and Rules, as follows:

- 60 years for participants who entered or reentered the Pension Fund on or before 31 December 1989;
- 62 years for participants who entered or reentered the Pension Fund between 1 January 1990 and 31 December 2013; or
- 65 years for participants who entered or reentered the Pension Fund on or after 1 January 2014.

WHAT ARE THE DIFFERENCES BETWEEN THE MANDATORY AGE OF SEPARATION (MAS) AND THE NORMAL RETIREMENT AGE (NRA));

The differences are summarized in the following table:

<table>
<thead>
<tr>
<th>MANDATORY AGE OF SEPARATION</th>
<th>NORMAL RETIREMENT AGE</th>
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<tbody>
<tr>
<td>The Mandatory Age of Separation is set by the <strong>Staff Regulations of the employing Organization</strong>.</td>
<td>The Normal Retirement Age for Pension Fund purposes is set by the <strong>UNJSPF Regulations and Rules</strong>.</td>
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<tr>
<td>It is the age at which a staff member MUST be separated from the service of the employing organization.</td>
<td>The Normal Retirement Age is the age at which a retiring participant would be entitled to a retirement benefit unreduced on account of age.</td>
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<tr>
<td><strong>The employing organization</strong>, not the Pension Fund, regulates the age at which you MUST be separated from service.</td>
<td>For the UNJSPF, Normal Retirement Age is either:</td>
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<tr>
<td></td>
<td>o <strong>60 years</strong> for participants who entered or reentered the Pension Fund on or before 31 December 1989;</td>
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</table>
I JOINED BEFORE 1 JANUARY 1990 OR BEFORE 1 JANUARY 2014 AND WILL REACH 60/62 YEARS OLD AFTER 1 JANUARY 2018, DO I NEED TO TAKE ANY ACTION?

No action is required.

As the GA adopted the amendment to the United Nations Staff Regulation 9.2, which promulgates the MAS 65 for all staff effective 1 January 2018, the UNDP policy in POPP will be updated to reflect that staff members holding permanent appointments who will reach 60/62 years old after 1 January 2018 will have their MAS changed to 65 years. As a result, the expected contract end date for all staff members that hold a permanent appointment in this category will be changed to the last day of the month in which they reach 65 years.

I JOINED BEFORE 1 JANUARY 1990 OR BEFORE 1 JANUARY 2014 AND WILL REACH 60/62 YEARS OLD AFTER 1 JANUARY 2018, WHAT DO I NEED TO DO IF I WANT TO LEAVE BEFORE REACHING 65 YEARS OF AGE?

Staff members who wish to leave earlier than reaching 65 years old are required, at a minimum, to provide UNDP a notice period of:

- **one month** for fixed term appointments (FTA)
- **three months** for permanent or continuing appointment holders (PA/CA)

For advance planning purposes, staff members intending to leave before their mandatory age of separation are encouraged to give notice as early as possible and ideally **six months** in advance when feasible.

CAN MY APPOINTMENT BE EXTENDED BEYOND MANDATORY AGE OF SEPARATION (MAS)?

As per UNDP policy, exceptional extensions beyond MAS are discretionary and may be considered under the following principles:

- **Critical organizational commitments**: When critical organizational commitments, directly
affecting institutional credibility, and the delivery of major financial obligations would be jeopardized by a staff member’s departure through retirement.

- **Staff safety**: When the safety of staff and security of UNDP premises and/or continuity of UNDP’s presence and operations in a country are jeopardized through unexpected crises such as natural disasters, civil strife or war, and these threats would be ameliorated by continuing service of a staff member beyond retirement age.

- **Disruption of operations due to unavoidable delay**: When a properly planned replacement of a retiree is unavoidably delayed and the departure of the retiring staff member would cause significant disruptions to operations, delivery, representation or the safety and well-being of staff.

Extensions beyond retirement age will be approved, for up to 6 months, by the:

- Director, Office of Human Resources (OHR), for internationally recruited staff and for all locally recruited staff at Headquarters;
- respective Heads of Office for locally recruited staff in offices other than at Headquarters in New York.

Extensions beyond retirement age for any further extension (i.e. beyond 6 months) will be approved by the Associate Administrator on recommendation of the Director, OHR, in consideration of high corporate interest.

Further, exceptional extensions beyond the mandatory age of separation of 60 or 62 years do not raise a staff member’s MAS to 65. The staff member must be separated on retirement upon expiration of the exceptional extension period.

**CAN I BE REHIRED ON A TEMPORARY APPOINTMENT (TA) BY UNDP AFTER SEPARATING AT 60/62 ON RETIREMENT, OR AT 55/58 ON EARLY RETIREMENT IF I AM STILL UNDER 65 YEARS OF AGE?**

A staff member who separates from UNDP at age 60/62 years (on normal retirement) or at 55/58 years (on early retirement) may be re-hired by UNDP on a Temporary Appointment (TA) provided:

- he/she is selected following a competitive process and the hiring office can demonstrate that no other candidate was found suitable;
- a break of three months is observed between appointments;
- the former staff may not receive compensation of more than US$50,000 per calendar year and his/her period of service shall not exceed six months per calendar year if he or she is in receipt of a pension benefit;
- the former staff member in receipt of pension benefits, suspends his/her pension benefits for the period of the TA if the duration of the TA is more than six months, for re-
entry into the UNJSPF; and
- the former staff member will not be hired at a level higher than his/her previous level prior to separation on retirement.

**CAN I BE REHIRED ON A FIXED TERM APPOINTMENT (FTA) BY UNDP AFTER SEPARATING UPON REACHING THE MAS 60/62 YEARS, OR AT 55/58 YEARS ON EARLY RETIREMENT IF I AM STILL UNDER 65 YEARS OF AGE?**

No, staff members who separate from UNDP upon reaching the MAS and NRA 60/62 years or early retirement cannot be re-employed on a Fixed-Term Appointment (FTA).

**I JOINED BEFORE 1 JANUARY 1990 OR BEFORE 1 JANUARY 2014 AND WILL REACH 60/62 YEARS OLD ON OR BEFORE 31 DECEMBER 2017, WILL MY MANDATORY AGE OF SEPARATION (MAS) CHANGE TO 65 YEARS IF MY CONTRACT IS EXTENDED BEYOND 31 DECEMBER 2017?**

No, your MAS will remain the same, i.e. 60/62 years.

**WHEN IS AN EARLY RETIREMENT BENEFIT PAYABLE?**

As per Article 29 of the UNJSPF Regulations, for staff members who commenced or recommenced participation in the Fund:

- Prior to 1 January 2014, an early retirement benefit shall be payable to a participant whose age on separation is at least 55 but less than the normal retirement age and whose contributory service was five years or longer; and.

- On or after 1 January 2014, an early retirement benefit shall be payable to a participant whose age on separation is at least 58 but less than the normal retirement age and whose contributory service was five years or longer.

**WHAT IS A WITHDRAWAL SETTLEMENT?**

The withdrawal settlement consists of:

(i) The participant’s own contributions, if the contributory service of the participant was less than five years; or
(ii) The participant’s own contributions increased by 10 per cent for each year in excess of five up to a maximum of 100 per cent, if the contributory service of the participant was more than five years.

It should be noted that a withdrawal settlement extinguishes all other rights to any other future benefits.
IF I WORK BEYOND MY NORMAL AGE OF RETIREMENT (NRA) WOULD I BE ELIGIBLE FOR A WITHDRAWAL SETTLEMENT?

No, as per Article 31 of the UNJSPF Regulations, a withdrawal settlement is payable to a participant whose age on separation is less than the normal retirement age (NRA), or if the participant is the normal retirement age or more on separation but is not entitled to a retirement benefit.

IS A WITHDRAWAL SETTLEMENT DIFFERENT TO A LUMP-SUM PAYMENT?

Yes, a withdrawal settlement is different to a lump-sum.

Any retiree who elects to receive a benefit under Article 28 (Retirement benefit) or Article 29 (Early Retirement Benefit) has an option to partially commute his/her benefit into a lump-sum up to a maximum of up to 1/3 the actuarial equivalent of such benefit to be paid upon separation from service and the balance to be paid as a reduced monthly pension.

WHAT IS A RETIREMENT BENEFIT?

As per Article 28 (a) of the UNJSPF Regulations a retirement benefit is payable to a participant whose age on separation is the normal retirement age (NRA) or more and whose contributory service was five years or longer.

IF I WERE TO BE TERMINATED AS A RESULT OF ABOLITION OF POST OR AGREED TERMINATION BETWEEN 60/62 AND 65, WILL I BE ELIGIBLE FOR TERMINATION INDEMNITY?

Yes, in such cases staff members who are terminated between normal age of retirement (60/62) and the mandatory age of separation (65), are eligible to receive termination indemnity, in accordance with the conditions set out in the UN Staff Rules. However, no termination indemnity is payable for resignation, in cases of dismissal, abandonment of post or upon expiration of appointment.

IS THERE ANY CHANGE TO AFTER SERVICE HEALTH INSURANCE (ASHI) ELIGIBILITY?

No, there is no change to After Service Health Insurance (ASHI) eligibility. Details on ASHI can be found at: http://www.un.org/insurance/faq/who-eligible-after-service-health-insurance

WHERE CAN I FIND MORE INFORMATION ON RETIREMENT AND PENSION BENEFITS?

1. UNJSPF website:
2. UNJSPF Regulations and Rules:

3. UNJSPF Pension Benefit Estimate:

BMS/OHR 2 January 2018