

ENERGY CHARTER SECRETARIAT

CCDEC 1995

19 GEN

Brussels, 21-22 September 1995

Related documents: CC 23, CC 27, CC 33, CC 42, RD 13 (ProvECC of 21-22 09 1995), RD 14 (ProvECC of 21-22 09 1995)
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DECISION OF THE ENERGY CHARTER CONFERENCE

Subject: Organisation of the Secretariat: top officials grading and the Secretary-General contract

The Conference decided that [top four Secretariat staff] should be graded as follows in the Coordinated System:

Secretary-General:	Above A7 (A7+)
Deputy Secretary-General:	A7
Directors (2):	A5/6

The Conference agreed however that the Director for Negotiations, on a personal basis, could be assigned a higher status to reflect his current seniority. For the future Secretary-General, it was agreed that the terms of his contract should be negotiated by the Conference Chairman in consultation with a small group of the largest financial contributors to the Conference budget.

[Attached are the Secretariat Staff List and the Secretariat Organigram as amended by the Energy Charter Conference.]

Keywords: Secretariat's Organigram, Secretariat Staffing, Secretary-General

The Energy Charter Secretariat

Staff List

Secretary-General
Deputy Secretary-General

2	:	A5/6
1	:	A5
5	:	A4
1	:	A2/3
5	:	B4/5
1	:	B4
4	:	B3

21 Total

The Energy Charter Secretariat*
Organisation (end 1995)**

Private Office

Above A7 (A7 +): Secretary-General***

A7: Deputy Secretary-General

A4: Special Assistant

B4/5: Assistant

B4: Secretary

Administrative / Finance

A2/3: Administrative Officer

B4/5: Assistant

B3: Secretary

Negotiation

A5/6: Director

A4: Expert

A4: Expert

B4/5: Assistant

B3: Assistant

B3: Secretary

Legal Affairs

A5: Legal Advisor

B3: Secretary

Execution****

A5/6: Director

A4: Expert

A4: Expert

B4/5: Assistant

B3: Secretary

* Grades are based on practice in "coordinated organisations"

** Contract terms of "host organisation" will apply; or voluntary application of the OECD rules

*** "Hors système" in "the coordinated organisations"

**** During negotiating sessions, most staff will assist the negotiating group