

**UNITED NATIONS  
JOINT STAFF  
PENSION FUND**



# CERTIFICATE OF ENTITLEMENT

Certificate of Entitlement must be completed every year. Mailed to beneficiaries between May-September. Must be returned by end of December. Download from Member Self-Service (MSS), print, sign in blue ink, and mail (unless paid under two-track).

PENS A/5

CERTIFICATE OF ENTITLEMENT / CERTIFICAT DE DROIT À PRESTATION / CERTIFICADO DE DERECHO A PRESTACIÓN

999999  
ANTONIO FORMERSTAFF

DATE 27 OCT 2011

I certify that I receive a benefit(s) under the Regulations of the United Nations Joint Staff Pension Fund and that, on the date of my signature as indicated below, I continue to be entitled to this (these) benefit(s). I note that falsification of signature will be considered fraud.  
Je certifie que je perçois une (des) prestation(s) qui m'est (me sont) versée(s) en vertu des dispositions des statuts de la Caisse commune des pensions du personnel des Nations Unies et que je continue d'y avoir droit à la date à laquelle j'appose ma signature. J'ai pris bonne note que falsifier une signature est considéré comme une tentative de fraude.  
Certifico que recibo una(s) prestación(es) en virtud de las disposiciones de los Estatutos de la Caja Común de Pensiones del Personal de las Naciones Unidas, a la(s) que continuo teniendo derecho en la fecha que firmo el presente certificado. Entiendo que la falsificación de la firma será considerado como fraude.

SIGNATURE / FIRMA

BENEFIT(S)  
EARLY RETIREMENT

— (See below if you are unable to sign)  
(Si vous n'êtes pas en mesure de signer, voir ci-dessous)  
(Si no le es posible firmar, vea a continuación)

DATE > Noviembre 11, 2011

IF YOU ARE UNABLE TO SIGN YOUR NAME, AFFIX YOUR THUMBPRINT HERE  
SI VOUS N'ETIEZ PAS EN MESURE DE SIGNER CI-DESSUS, VEUILLEZ APOSER VOTRE EMPREINTE DIGITALE ICI  
SI NO LE FUE POSIBLE FIRMAR, PONGA SU HUELLA DIGITAL AQUI

Witness Name / Nom du témoin / Apellido del testigo	Witnessed or attested to by a UN system official, attending physician or local government authority. Validée par un fonctionnaire du système des Nations Unies, par le médecin traitant ou par les autorités locales. Validada por un funcionario del sistema de las Naciones Unidas, por el médico a cargo o por las autoridades locales.	OFFICIAL STAMP (SEAL) SCEAU OFFICIEL SELLO OFFICIAL
Witness Title / Titre du témoin / Cargo del testigo	SIGNATURE / FIRMA	

MOISTEN GLUE / HUMECTER ICI / HUMEDECER LA TIRA ENGOMADA

# CERTIFICATE OF ENTITLEMENT

First mailing is done at the end of May, second mailing is sent out at end of September. Forms must be mailed to the Fund (either in New York or Geneva) by 31 December. Download from Member Self-service (MSS) if not on two-track. Upload to MSS with PDF or JPEG once completed or mail.

**PENSION WILL BE CUT-OFF BEGINNING IN MAY IF THE CERTIFICATE OF ENTITLEMENT IS NOT RECEIVED BY THE PENSION FUND BY 31 DECEMBER.**

**UNJSPF Secure Login**

User Name

Password

[Log In](#)

[Register](#) | [Forgot User Name](#) | [Forgot Password](#)



# CERTIFICATE OF ENTITLEMENT

## What to do if you are cut-off

Provide a letter to the Fund, with your full name, your official address, your UNJSPF reference number (Unique ID or/and retirement number/s), your ORIGINAL ink signature and the signature date; the letter must also include the subject line: “CE related Benefit Suspension – Request for Reinstatement”.

Letter should state you did not receive your certificate but you continue to be eligible for your pension.

Pension Fund will send new Certificate.

Submit by MSS, mail, pouch, drop-off.

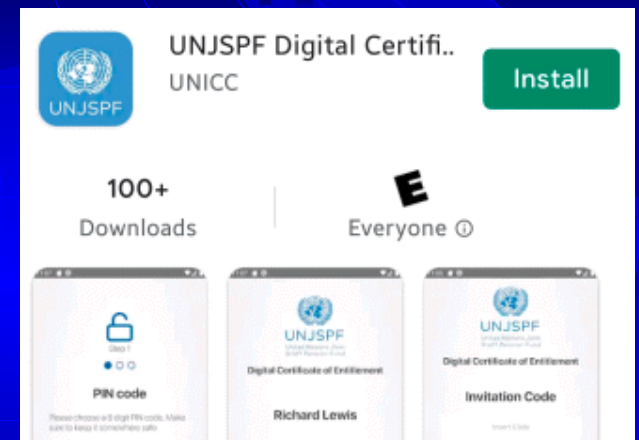
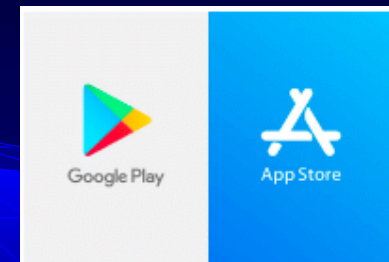
Allow 60 days for reinstatement.



# Digital Certificate of Entitlement (DCE)

*New!*

Do your annual CE from an app on your cell phone or tablet. Avoid receiving a paper CE if you certify before 23 June 2021. Download the DCE step-by-step guide from [www.unjspf.org](http://www.unjspf.org). Download the app from the Google Play Store or the Apple App Store. An interview is required and biometric data will be collected.



# THE PENSION ADJUSTMENT SYSTEM

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## **COST-OF-LIVING ADJUSTMENT**

The periodic benefit is adjusted according to changes in the U.S. Consumer Price Index

- A minimum increase of 2% is required before pensions are adjusted
- In years where the increase is less than 2%, the percentage increase is carried over to the next year to be included in future adjustments

# THE PENSION ADJUSTMENT SYSTEM

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## COST-OF-LIVING ADJUSTMENT

In the initial year of retirement, the COLA percentage is pro-rated for the number of months for which you are receiving a pension, minus 0.5%.

- Retired staff received an 6.4% adjustment on 1 April 2023 of the US dollar entitlements, based on the movement of the U.S. Consumer Price Index (US-CPI).
  - Previous COLAs:
    - 8.6% on 1 April 2022
    - 4.2% on 1 April 2020
    - 2.2% on 1 April 2018
    - 3.6% on 1 April 2017
    - 3.2% on 1 April 2014
    - 4.5% on 1 April 2012
    - 2.8% on 1 April 2010

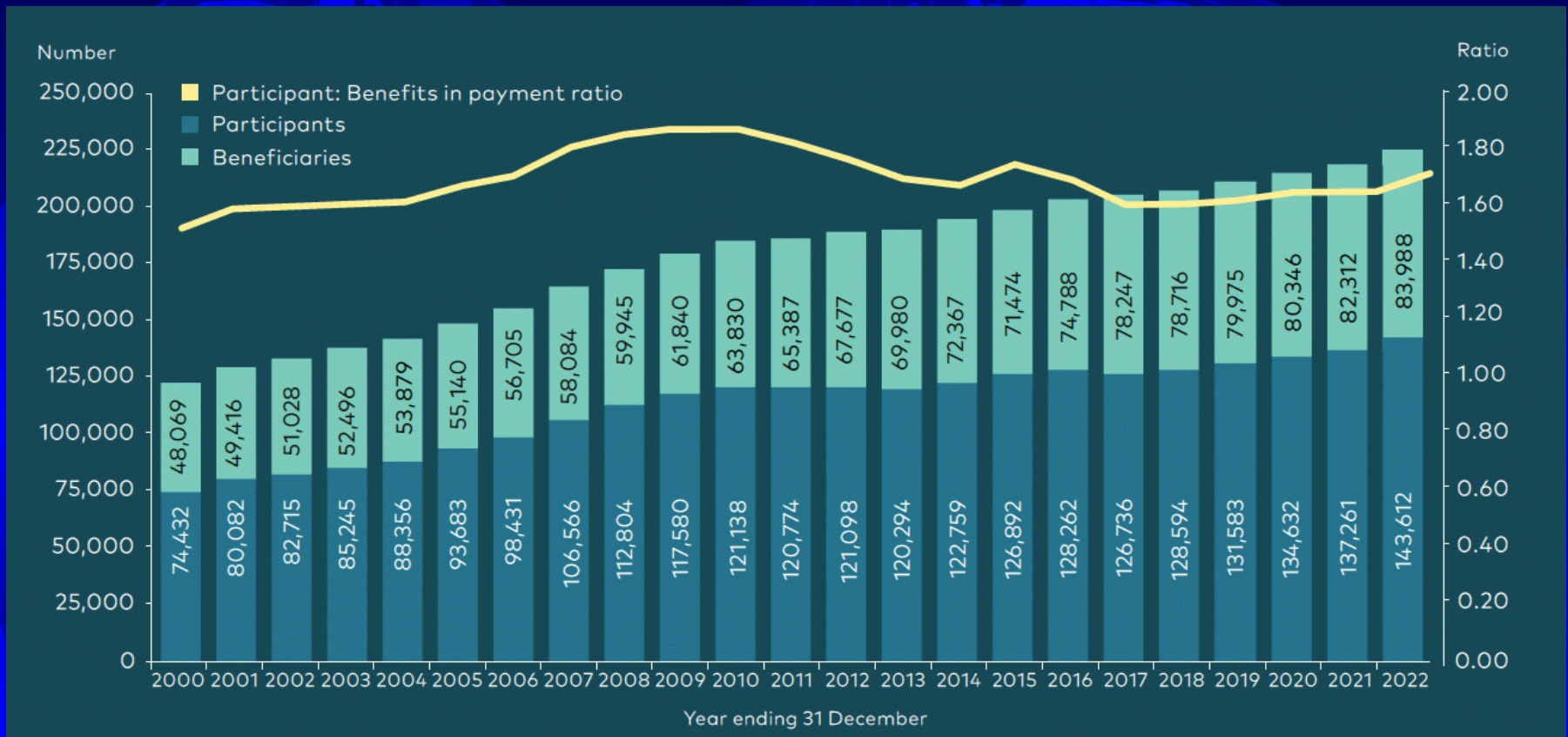
No COLA was paid 2009, 2011, 2013, 2015-2016, 2019, & 2021.

The COLA for those on the two-track pension adjustment system vary according to the CPI movements of the country of residence, subject to a 2% minimum.

# Active Participants and Beneficiaries

Active participants increased 2.0% and 5.0% in 2021 and 2022, respectively.

Beneficiaries increased 2.4% and 2.0% in 2021 and 2022, respectively.





# BENEFITS PROVIDED BY THE FUND

- Retirement benefit (*Article 28*)
- Early retirement benefit (*Article 29*)
- Deferred retirement benefit (*Article 30*)
- Disability benefit (*Article 33*)
- Child's benefit (*Article 36*)
- Surviving spouse's benefit (*Article 34, Article 35, 35 bis, 35 ter*)
- Secondary dependent's benefit (*Art. 37*)
- Withdrawal settlement (*Article 31*)
- Residual settlement (*Article 38*)

# BENEFITS IN AWARD

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**82,312 Periodic Benefits in award as of  
31 December 2021**

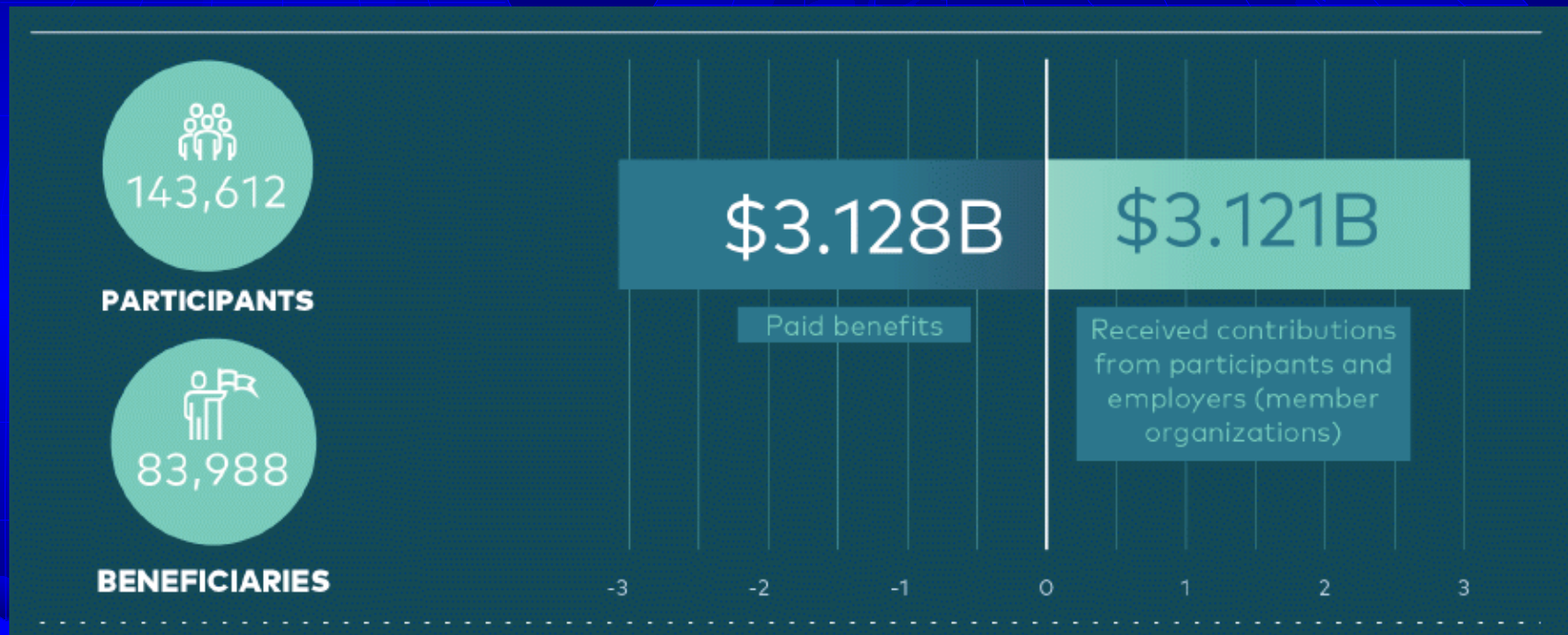
Full Retirement Benefits -29,461  
Early Retirement Benefits -17,351  
Deferred Retirement Benefits - 9,034  
Widow/Widower Benefits -13,567  
Disability Benefits - 1,927  
Child Benefits - 10,939  
Secondary Benefits - 33

# Cash Flows from Operations

## Contributions vs. Benefits

Total contributions (from participants \$1,040.5 million, member organizations \$2,070.5 million, and other contributions of \$10.3 million) for 2022 were \$3,121.3 million (2021: \$2,969.3 million), reflecting an increase of \$152.0 million (an increase of 5.1 per cent) compared with the 2021 total contributions.

Pension benefits for 2022 of \$3,128.2 million (2021: \$2,975.8 million) reflected an increase of \$152.4 million, or 5.1 per cent, compared with the 2021 benefits.



# Participating Organizations

## Active participants as of 31 December 2022

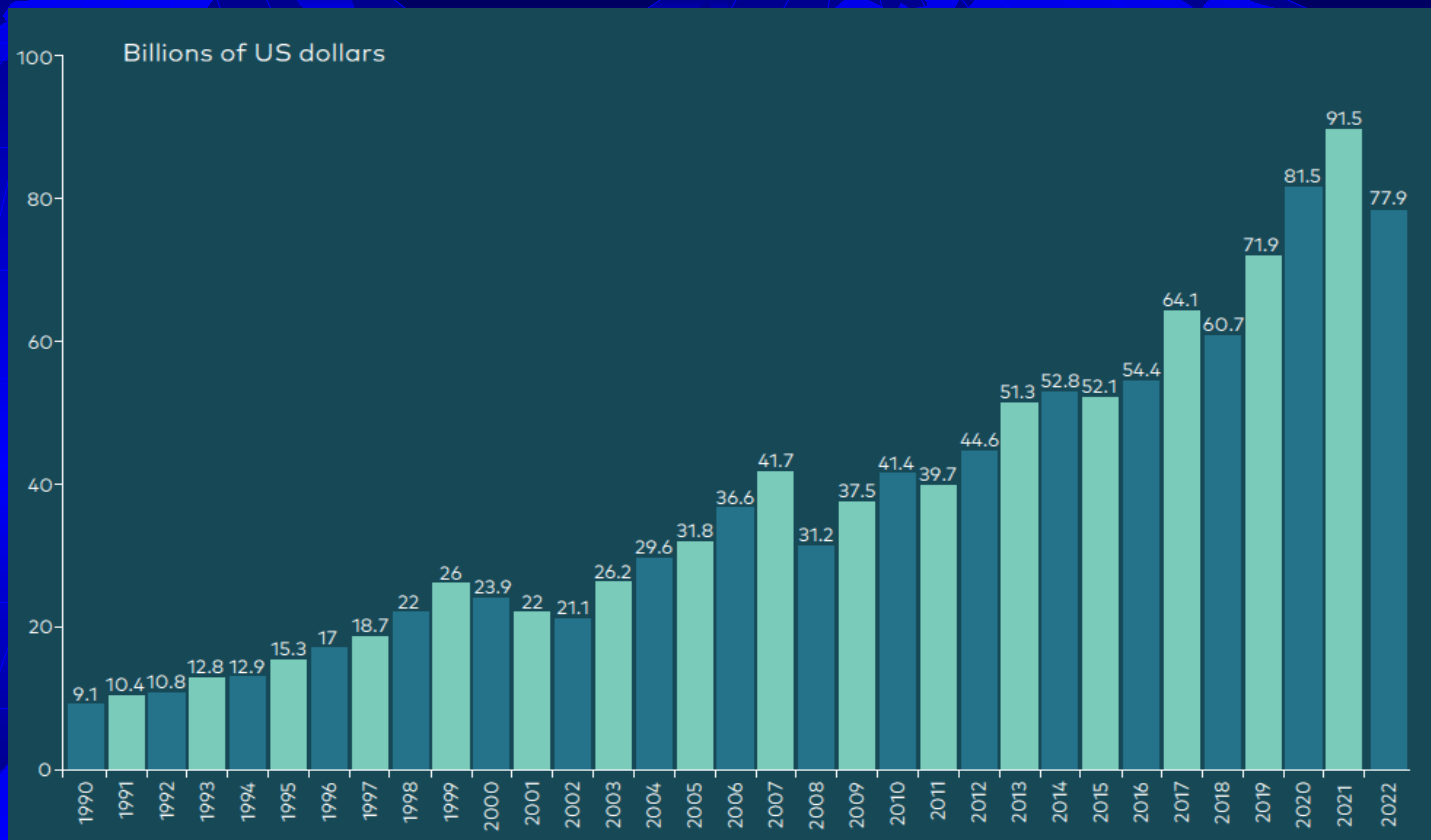
As of 31 December 2022, the 25 member organizations of the Fund are the following:

Member Organizations		Number of Participants	Year of Admission
United Nations	UN	89,446	1949
Food and Agriculture Organization	FAO	15,990*	1950
World Health Organization	WHO	11,551	1949
International Organization for Migration	IOM	9,968	2007
International Labour Organization	ILO	4,406	1953
International Atomic Energy Agency	IAEA	2,687	1958
United Nations Educational, Scientific and Cultural Organization	UNESCO	2,601	1951
World Intellectual Property Organization	WIPO	1,200	1977
International Criminal Court	ICC	1,107	2004
International Telecommunication Union	ITU	781	1960
International Civil Aviation Organization	ICAO	725	1951
United Nations Industrial Development Organization	UNIDO	703	1986
International Fund for Agricultural Development	IFAD	665	1977
World Meteorological Organization	WMO	407	1952
International Maritime Organization	IMO	353	1959
Comprehensive Nuclear-Test-Ban Treaty Organization	CTBTO	343	2019
Special Tribunal for Lebanon	STL	186	2009
International Centre for Genetic Engineering and Biotechnology	ICGEB	174	1996
United Nations World Tourism Organization	UNWTO	97	1996
International Seabed Authority	ISA	54	1998
International Centre for the Study of the Preservation and Restoration of Cultural Property	ICCROM	50	1981
Inter-Parliamentary Union	IPU	44	2005
International Tribunal for the Law of the Sea	ITLOS	39	1997
European and Mediterranean Plant Protection Organization	EPPO	21	1983
Wassenaar Arrangement on Export Controls for Conventional Arms and Dual-Use Goods and Technologies	WA	14	2021

# SOURCES OF FUNDING

## INVESTMENTS

The value of the Fund's assets as of 31 December 2022 was \$77.9 billion, reflecting an decrease of 14.8% from the previous year.



# SOURCES OF FUNDING

## INVESTMENTS

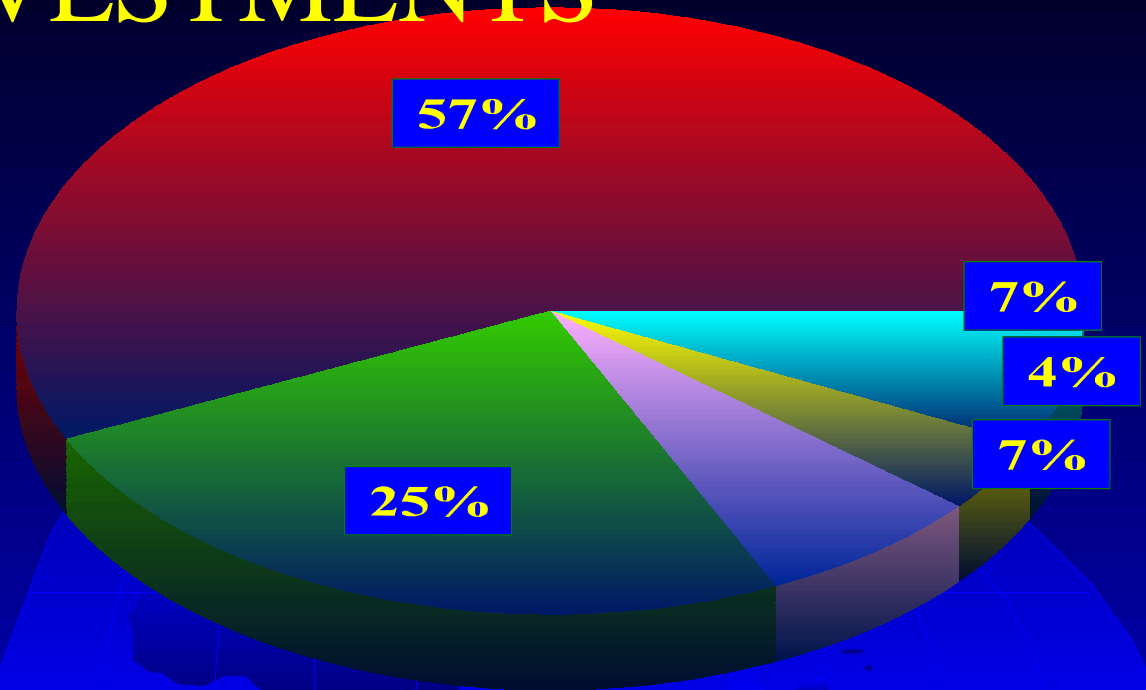
- ☞ The real rate of return on assets has averaged 4.26% over the past 15 years.



# SOURCES OF FUNDING

## INVESTMENTS

- Distribution of Assets by investment type (as of 31 December 2022)

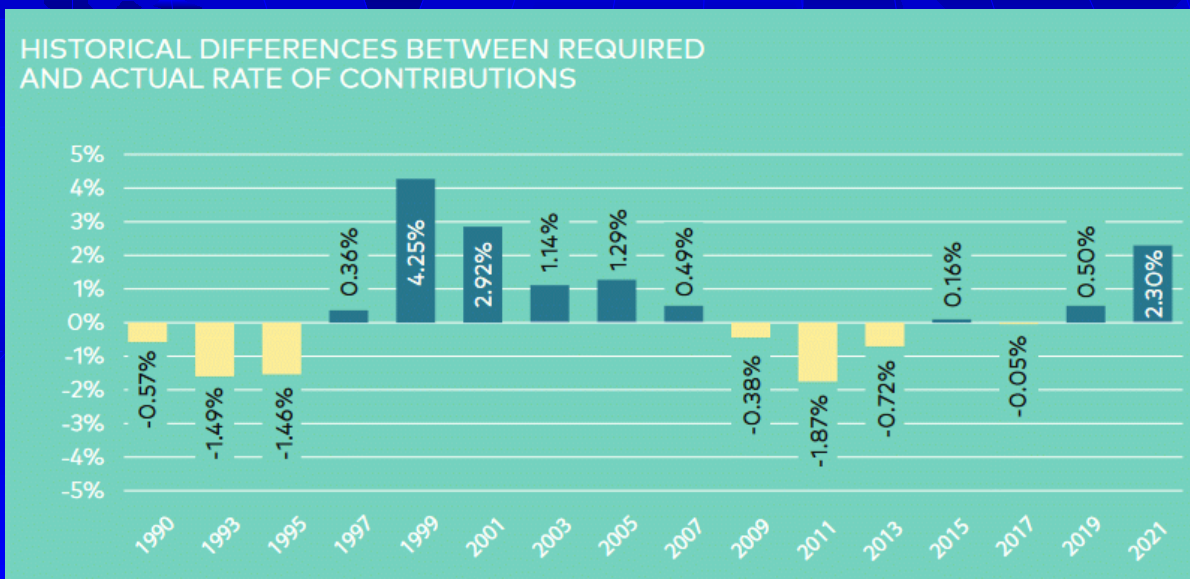


■ GLOBAL EQUITIES  
■ BONDS  
■ REAL ESTATE INSTRUMENTS  
■ SHORT-TERM HOLDINGS  
■ PRIVATE EQUITY

# Sufficiency of Funding

## ACTUARIAL VALUATION

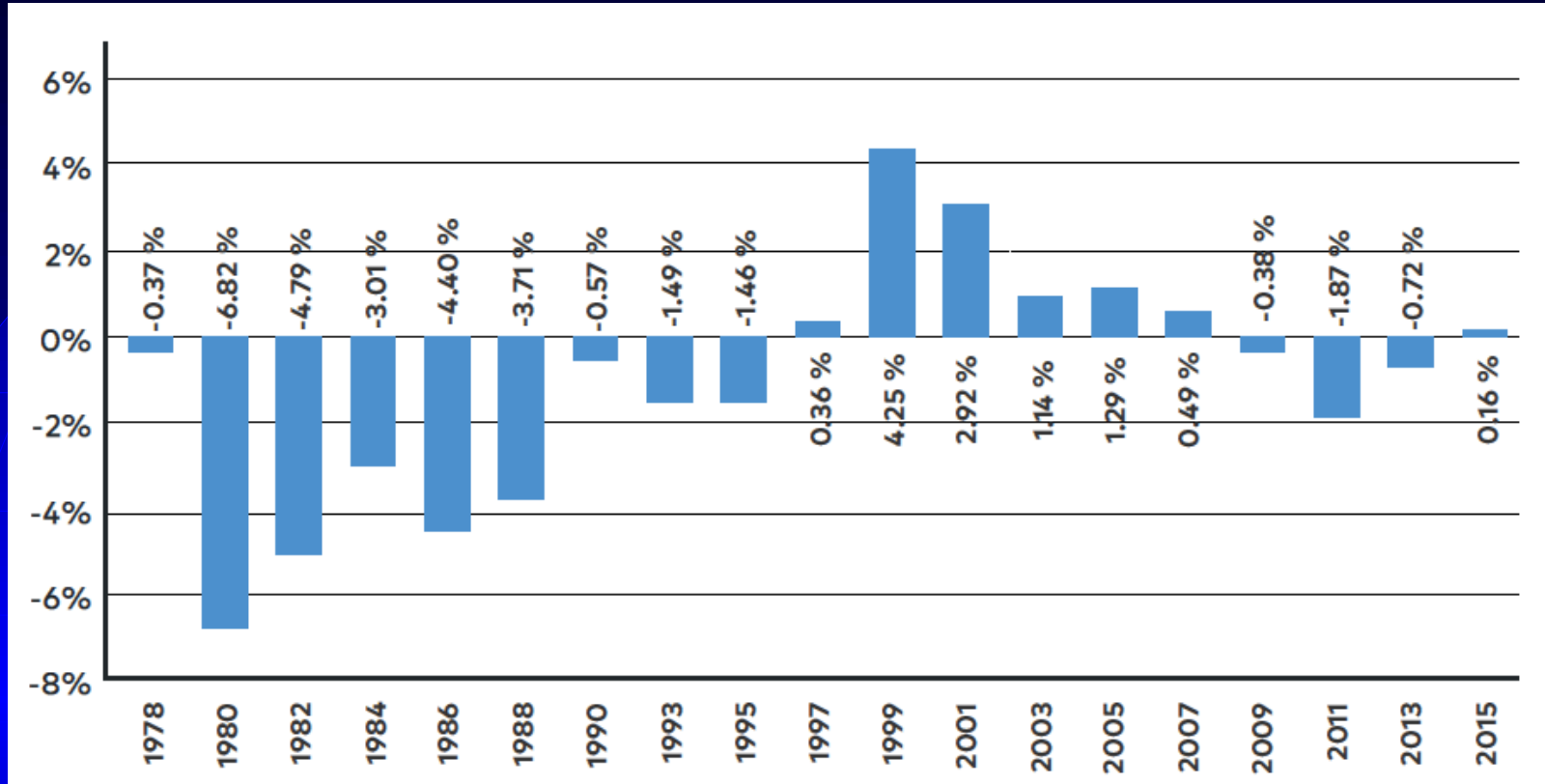
- A study is undertaken every two years to determine whether the Fund's assets are sufficient to meet its present and future needs.
- The study performed as of 31 December 2021 indicated an actuarial surplus of 2.3% of pensionable remuneration, compared to a surplus of 0.5% in 2019.
- The theoretical contribution rate to maintain adequate funding is 21.40%, versus the actual rate of 23.70%





# Sufficiency of Funding

## ACTUARIAL VALUATION



As of 31 Dec 2021, the actuarial value of accumulated plan benefits with adjustments was \$70.9 billion versus actuarial value of assets available for benefits of \$82.1 billion.

# SURVIVOR'S BENEFITS

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## In General. . . .

For those receiving a periodic pension benefit, you continue receiving your benefit until the date of your death.

Benefits paid after your death either as a retiree or an active staff member depend on:

- 1) Whether or not you have survivors eligible to receive an automatic benefit;
- or
- 2) How much you have received from the Pension Fund prior to your death (i.e. Residual Benefit may apply).

# SURVIVOR'S BENEFITS

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**If you die, you may qualify  
for:**

Surviving Spouse Benefit  
Child Benefit, as long as  
child is under age 21 or  
“incapacitated by illness  
or injury for substantial  
gainful employment.”  
Secondary Dependent  
benefit  
Residual Settlement



# SURVIVOR'S BENEFITS

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## SURVIVING SPOUSE BENEFIT

Payable if you die while in service or are retired while receiving one of the following benefits:

- Retirement Benefit
- Early Retirement Benefit
- Full Deferred Retirement Benefit
- Disability Benefit

# FACTORS WHICH DETERMINE YOUR ELIGIBILITY FOR BENEFITS

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## YOUR MARITAL STATUS

Your spouse has the right to an automatic survivor's benefit if you married before retirement.

The benefit is paid to the spouse recognized at the time of retirement or the date of death (if an active participant).

# SURVIVOR'S BENEFITS

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## SURVIVING SPOUSE BENEFIT

Paid for the rest of the life of the surviving spouse.

Benefit is  $\frac{1}{2}$  of the Full Retirement Benefit if receiving pension benefit, or

- $\frac{1}{2}$  of a Disability Benefit (includes notional period) if you die while still in service, or
- $\frac{1}{2}$  of the benefit available at the time of your death if you chose a Full Deferred Retirement - payable immediately (no longer deferred).

# SURVIVOR'S BENEFITS

## SURVIVING SPOUSE BENEFIT

Every cost-of-living adjustment awarded from the date of retirement is applied to a surviving spouse benefit.

	Annual	COLAs	Monthly
1995	37,922.00	0.0%	3,160.17
1996	38,377.06	1.2%	3,198.09
1997	39,643.51	3.3%	3,303.63
1998	39,643.51		3,303.63
1999	40,951.74	3.3%	3,412.65
2000	40,951.74		3,412.65
2001	43,449.80	6.1%	3,620.82
2002	43,449.80		3,620.82
2003	43,449.80		3,620.82
2004	45,187.79	4.0%	3,765.65
2005	47,763.50	5.7%	3,980.29
2006	49,387.45	3.4%	4,115.62
2007	50,869.08	3.0%	4,239.09
2008	52,954.71	4.1%	4,412.89
2009	52,954.71		4,412.89
2010	54,437.44	2.8%	4,536.45
2011	54,437.44		4,536.45
2012	56,887.13	4.5%	4,740.59
2013	56,887.13		4,740.59
2014	58,707.51	3.2%	4,892.29
2015	58,707.51		4,892.29
2016	58,707.51		4,892.29
2017	60,820.99	3.6%	5,068.42
2018	62,159.05	2.2%	5,179.92
2019	62,159.05		5,179.92
2020	64,769.73	4.2%	5,397.48
2021	64,769.73		5,397.48
		54.6%	70.8%

# SURVIVOR'S BENEFITS

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## **DIVORCED SURVIVING SPOUSE BENEFIT**

- 1) The former spouse must have been married to the retiree for a minimum continuous period of 10 years during which contributions were paid to the UNJSPF in respect of the participant or retiree;**
- 2) The participant's death must have occurred within 15 years of the date when the divorce became final, unless at the time of death the participant or retiree was under a legal obligation to pay maintenance to the former spouse;**
- 3) The former spouse must have reached the age of 40, otherwise payment will commence upon his or her 40th birthday;**
- 4) The divorce settlement does not contain an express renouncement of UNJSPF pension benefit entitlements by the former spouse.**



# SURVIVOR'S BENEFITS

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## SECONDARY DEPENDENT'S BENEFIT

- ▶ Payable if you die while retired or in active service provided you have no surviving spouse or child who is eligible or who, at any time, has received a benefit from the fund
- ▶ May be a parent or unmarried brother or sister under age 21 (unless disabled) who qualifies as a dependent under the Staff Rules

# SURVIVOR'S BENEFITS

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## SECONDARY DEPENDENT'S BENEFIT

For a parent, the benefit is the same as a Surviving Spouse benefit and is paid for the life of the parent

For a brother or sister, it is the same as a Child's Benefit

If parent remarries, the benefit may be discontinued

If brother/sister marries, benefit is discontinued

# SURVIVOR'S BENEFITS

## RESIDUAL SETTLEMENT

Payable if you die while retired or in service, provided you have no surviving spouse, children, or secondary dependent entitled to a benefit

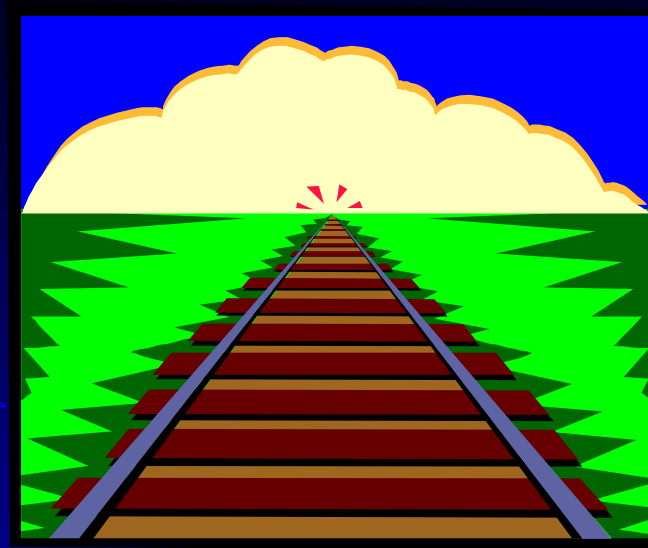
Payable to your designated beneficiaries or estate in the amount of your own contributions, reduced by the amount of any benefits paid out by the Fund on your behalf.

C. CONTRIBUTIONS		
(IN US DOLLARS)	(AMOUNT)	(INTEREST)
1. PRIOR YEAR BALANCE	101,821.75	12,890.11
2. INTEREST ON PRIOR YEAR BALANCE		3,728.14
3. PRIOR YEAR ADJUSTMENTS REPORTED IN THE CURRENT YEAR		
4. CURRENT YEAR REGULAR CONTRIBUTIONS	14,157.04	
5. OTHER CONTRIBUTIONS CREDITED (TRANSFERRED FROM SECTION E UPON COMPLETION OF PAYMENTS)		
6. BALANCE AT 31 DECEMBER 2018	115,978.79	16,618.25

# THE PENSION ADJUSTMENT SYSTEM

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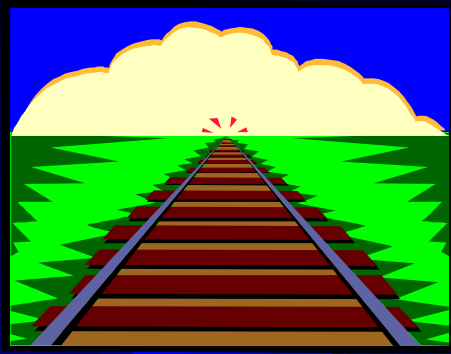
## THE TWO- TRACK SYSTEM



Helps protect the purchasing power of benefits in countries outside the U.S.  
Reduces the impact of month-to-month currency fluctuations due to variations in the exchange rate.  
May increase the initial local currency benefit of those residing in high-cost countries.

# THE PENSION ADJUSTMENT SYSTEM

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## THE TWO-TRACK SYSTEM

You may *elect* to have your pension adjusted based on the two track-track pension adjustment system at any time, but 6 month election ensures retroactivity.

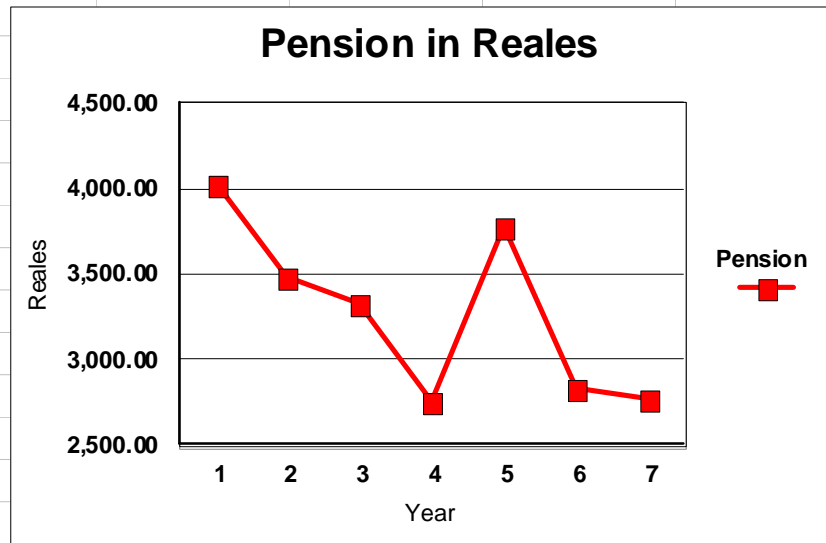
Must provide Form PENS E/10 and proof of residence for six months per year outside the US in order to qualify; otherwise, you will have dollar track benefit only.

Does not affect the currency in which the payment of your benefit is made (you receive your benefit in any negotiable currency used by the United Nations).

# THE PENSION ADJUSTMENT SYSTEM

## Effect of Exchange Rate Changes

	Monthly Pension US\$	UN Exchange Rate	Local Currency Pension	Percentage Change	Six Year Change
Jan 2005	1,500.00	2.68	4,020.00		
Jan 2006	1,500.00	2.32	3,480.00	-13.43%	
Jan 2007	1,545.00	2.16	3,337.20	-4.10%	
Jan 2008	1,545.00	1.78	2,750.10	-17.59%	
Jan 2009	1,591.35	2.37	3,771.50	37.14%	
Jan 2010	1,591.35	1.78	2,832.60	-24.89%	
Jan 2011	1,639.09	1.69	2,770.06	-2.21%	-31.09%



# THE PENSION ADJUSTMENT SYSTEM

## THE TWO-TRACK SYSTEM Establishing the Local Currency Track

Annual Pension at Retirement.....	\$18,000
36 month average exchange rate at retirement.....	2.97
Local Currency Minimum Pension.....	53,460

Four times a year (i.e. March, June, September, and December) the Pension Fund compares the local currency equivalent of the dollar track amount with the value of the local track.

Compares dollar value of periodic benefit, adjusted according to the US CPI with a local currency benefit adjusted for the local CPI for the country of residence

- The higher of the two amounts is paid

	JA	FB	MR	AP	MY	JN	JL	AG	SP	OC	NV	DC
DC			MR			JN			SP			

# THE PENSION ADJUSTMENT SYSTEM

**New!**

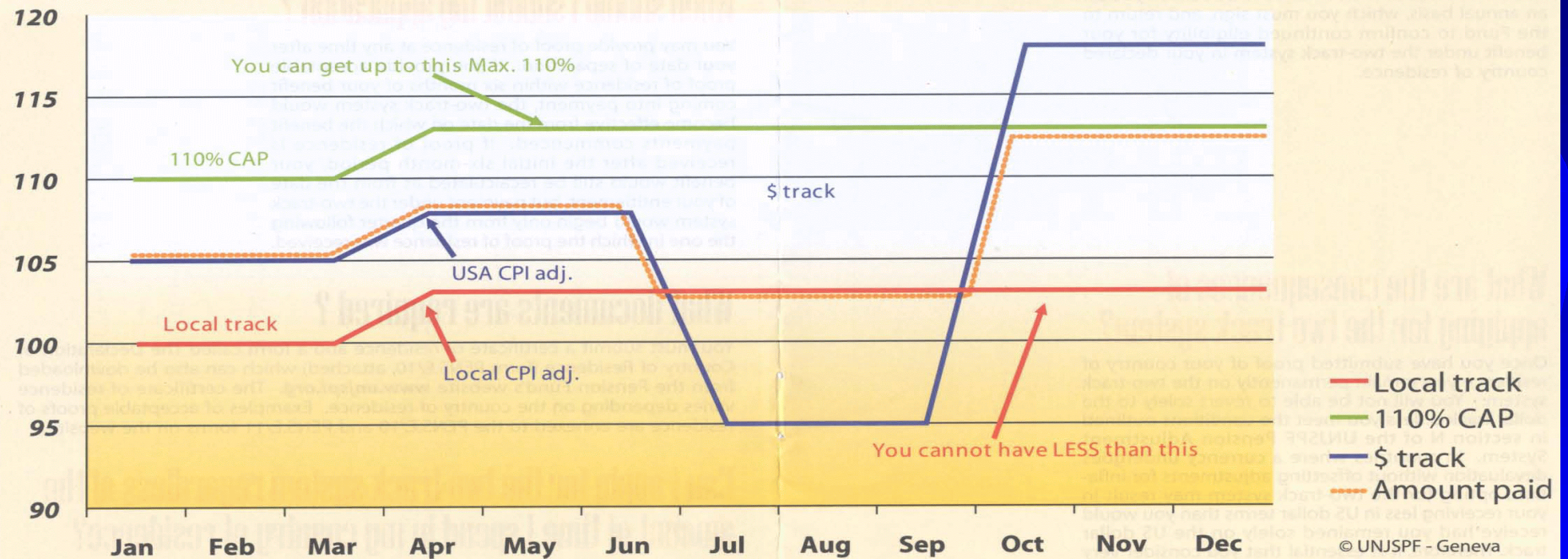
## THE TWO-TRACK SYSTEM

Run a two-track estimate in MSS if you retired after 2 August 2015. Otherwise request an estimate.

Illustration of the

# Two-Track

Operation



- Local track
- 110% CAP
- \$ track
- Amount paid



# PENSION ADJUSTMENT SYSTEM

## THE TWO-TRACK SYSTEM

Submit form E/10 soon after retirement.

You may not change back to the U.S. dollar PAS unless you move to the U.S., or to another country where you can prove that remaining on the two-track system will prove to be a financial disadvantage. The Pension Fund must approve any request to change the basis of the pension adjustment.

UNITED NATIONS JOINT STAFF PENSION FUND

NEW YORK (944240410)  
P.O. Box 5623, UNITED NATIONS, N.Y. 10017  
Tel: (212) 963-4921

OFFICE AT GENEVA  
UN PALAIS DES NATIONS, CH-1211, Geneva 19  
Tel: +41 (0) 22 919-8838

DECLARATION OF COUNTRY OF RESIDENCE **IMPORTANT**  
Please Enter Your Pension Number

1. THE SUBMISSION OF THIS FORM IS OPTIONAL. Please refer to Annex III of the Regulations, Rules and Pension Adjustment System of the UNUSPF (JSPBG.4/Rev.16), and the Information Note on Declaration of Country of Residence (PENS.E/10N), which should be studied carefully. If you decide to complete form PENS.E/10, please return it together with the required certificate of residence.

2. A declaration of your country of residence is not effective without a certificate of residence issued by a national or local government authority. The certificate of residence must be issued after the date of separation from service. Its acceptance will enable you to avail yourself of the provisions of the two-track Pension Adjustment System under which your entitlement each quarter will be the greater of the local track or the local currency equivalent of the US dollar track for the given quarter, subject to a maximum of the local track plus the applicable margin, currently 10%.

3. If you submit form PENS.E/10, it cannot be dated or submitted more than two weeks before the commencement date of the UNUSPF entitlement. All future communications concerning your entitlement will be sent to the address given on that form, unless a reasonable explanation is provided for doing otherwise. Should you change your address, whether or not this involves moving to a different country, it is essential that you inform us immediately.

4. If you do NOT submit form PENS.E/10, your benefit will be established in US dollars and will then be adjusted in accordance with the United States Consumer Price Index (US CPI). You may however, at any time in the future, declare your country of residence and submit form PENS.E/10.

A. DECLARATION OF COUNTRY OF RESIDENCE

Having taken note of paragraphs 1, 2, 3 and 4 above,

I, \_\_\_\_\_ (SURNAME) \_\_\_\_\_ (FIRST) \_\_\_\_\_ (MIDDLE)  
declare my residence as a UNUSPF beneficiary as follows:

My country of residence is: \_\_\_\_\_

My home address is: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No: \_\_\_\_\_ e-mail: \_\_\_\_\_

B. PROOF OF RESIDENCE

A certificate of residence issued by a national or local government authority is attached [ ]

I understand that, having submitted proof of my country of residence and thereby having become entitled to the two-track Pension Adjustment System, I will remain permanently under that system and I will not be able to withdraw from that system. I undertake, in the future, to notify the Fund of any change in my country of residence as soon as it occurs. I understand that failure to do so, or providing a false statement, may lead to the loss of my entitlements under the pension adjustment system.

Date: \_\_\_\_\_ (please see paragraph 3 above) Signature: \_\_\_\_\_

PENS.E/10 (R/10)

# Making Changes After Retirement

Change in bank account - Form PF 23.

Change in mailing address - Form PF23/M.

Change in beneficiary - Form A/2.

Request for two-track - Form E/10.

**New!**

Submit by MSS Document Upload Feature  
In PDF or JPEG or mail.

UNITED NATIONS JOINT STAFF PENSION FUND

NEW YORK Headquarters  
UN Secretariat Building, 1000 York Ave., New York, NY 10017-3292  
Tel: (212) 964-6000 Fax: (212) 964-2146  
E-mail: [UNSPF@un.org](mailto:UNSPF@un.org)  
Web: [www.un.org/unsf](http://www.un.org/unsf)

OFFICE AT GENEVA  
Palais des Nations  
CH-1211, Geneva 19  
Tel: (41) 22 919 8000 Fax: (41) 22 919 8000  
E-mail: [UNSPF@un.org](mailto:UNSPF@un.org)  
Web: [www.un.org/unsf](http://www.un.org/unsf)

**CHANGE IN PAYMENT INSTRUCTIONS** **IMPORTANT**  
Please Enter Your Retirement Number

PLEASE PRINT OR TYPE

ORGANIZATION: (Name) (First) (Last)

MAILING ADDRESS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No: \_\_\_\_\_ e-mail: \_\_\_\_\_

**MAKE PAYMENT TO MY ACCOUNT AS FOLLOWS:**

CURRENCY OF PAYMENT: \_\_\_\_\_ (Please specify)

NAME OF FINANCIAL INSTITUTION	BANK ACCOUNT NUMBER
NAME OF BENEFICIARY (PERSONNEL)	
ADDRESS	Obtain from your bank a SWIFT ABA Routing Slip (ABA Code, Name of Agency Code, etc. as required) to date transfer
(CITY, STATE, POSTAL CODE, COUNTRY)	

**NOTE:** If possible, for bank accounts outside the USA and Switzerland ONLY, please provide a document from your bank indicating bank codes and preferred routing to facilitate the receipt of your benefits.

For administrative reasons, the above payment instructions will have to remain in force for at least one year.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**NOTE:** The completed form bearing your original signature must be submitted to the Fund, no fax or e-mail will be accepted. Following the receipt of the form, the required change might take up to 8 weeks to implement.

UNITED NATIONS JOINT STAFF PENSION FUND

NEW YORK Headquarters  
UN Secretariat Building, 1000 York Ave., New York, NY 10017-3292  
Tel: (212) 964-6000 Fax: (212) 964-2146  
E-mail: [UNSPF@un.org](mailto:UNSPF@un.org)  
Web: [www.un.org/unsf](http://www.un.org/unsf)

OFFICE AT GENEVA  
Palais des Nations  
CH-1211, Geneva 19  
Tel: (41) 22 919 8000 Fax: (41) 22 919 8000  
E-mail: [UNSPF@un.org](mailto:UNSPF@un.org)  
Web: [www.un.org/unsf](http://www.un.org/unsf)

**CHANGE OF MAILING ADDRESS**

PLEASE PRINT OR TYPE

ORGANIZATION: (Name) (First) (Last)

MAILING ADDRESS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional contact information:  
E-Mail: \_\_\_\_\_  
Phone No: \_\_\_\_\_

Date: \_\_\_\_\_ (Day)(Month)(Year)

Signature: \_\_\_\_\_

UNITED NATIONS JOINT STAFF PENSION FUND

**DESIGNATION OF RECIPIENT OF A RESIDUAL SETTLEMENT UNDER ARTICLE 36 OF THE REGULATIONS**

Retirement Number:

**INSTRUCTIONS:** Please read the instructions before filling out this form.

1. A residual settlement (equal to your own contributions with compound interest) becomes due to the designated recipient(s) <http://www.un.org/unsf> there are no survivors entitled to a benefit under articles 36, 38, 38 or 37 of the Regulations of the United Nations Joint Staff Pension Fund.

2. A residual settlement may become payable after a former participant in receipt of a monthly benefit dies, provided that (i) there are no survivors entitled to a benefit under articles 36, 38, 38 or 37, (ii) the total amount of the benefits previously paid to Member was less than his/her own contributions with compound interest. The difference would be paid to the designated recipient(s).

3. If more than one recipient is designated, the recipients will share equally unless otherwise indicated. The share of a designated recipient who may predecease you will be distributed among surviving recipients in the ratio of their own shares. You are designated before your death or if no one designated survives you, the settlement will be paid to your estate.

4. Please complete this form using BLOCK LETTERS in type or print and return it duly signed to the Secretary of your Staff Pension Commission, or to the UNJSPF if you are a staff member of the UN, e.g. UNCTAD, UNOPS, UNCTA, UNDP, etc. It is suggested that you keep a copy of the completed form with your other important documents.

5. You may alter your designation of a recipient at any time by submitting a new form which will supersede the previous one.

1. (Name) (First) (Last)

ORGANIZATION: \_\_\_\_\_ DUTY STATION: \_\_\_\_\_

RECIPIENT'S NAME IN FULL	RECIPIENT'S Date of Birth (DD/M/YY)	Sex	RECIPIENT'S ADDRESS (Please use E-mail)	RECIPIENT'S RELATIONSHIP TO YOU (If not spouse, child or grandchild)	SHARE TO BE PAID (%)

Date: \_\_\_\_\_ (Day) (Month) (Year)

Signature: \_\_\_\_\_

**NOTE:** The completed form and your ORIGINAL SIGNATURE, no fax or e-mail will be accepted.

**APPLICABLE ONLY TO NEW ENTRANTS OR RE-ENTRANTS:**  
It may be possible to voluntarily prior non-contributory service and/or receive prior contributory service, if any, under articles 23 & 24 of the Regulations, provided that you apply within one year of your entry/re-entry date to the Fund, but before separation should you separate from service earlier. For more information, please visit the UNJSPF website: [www.un.org/unsf](http://www.un.org/unsf)

UNITED NATIONS JOINT STAFF PENSION FUND

NEW YORK Headquarters  
UN Secretariat Building, 1000 York Ave., New York, NY 10017-3292  
Tel: (212) 964-6000 Fax: (212) 964-2146  
E-mail: [UNSPF@un.org](mailto:UNSPF@un.org)  
Web: [www.un.org/unsf](http://www.un.org/unsf)

OFFICE AT GENEVA  
Palais des Nations  
CH-1211, Geneva 19  
Tel: (41) 22 919 8000 Fax: (41) 22 919 8000  
E-mail: [UNSPF@un.org](mailto:UNSPF@un.org)  
Web: [www.un.org/unsf](http://www.un.org/unsf)

**DECLARATION OF COUNTRY OF RESIDENCE** **IMPORTANT**  
Please Enter Your Retirement Number

1. THE SUBMISSION OF THIS FORM IS OPTIONAL. Please refer to Annex III of the Regulation, Rules and Pension Adjustment System of the UNJSPF (UNRPA-Annex III), and the Information Note on Declaration of Country of Residence (PENS E/10/10), which should be studied carefully. If you decide to complete Form PENS E/10, please answer as completely as the receipt/certificate of residence.

2. A declaration of your country of residence is not effective without a certificate of residence issued by a national or local government authority. The certificate of residence must be issued after the date of separation from service. Its acceptance will enable you to avoid payment of the provisions of the two-track Pension Adjustment System under which your settlement each quarter will be the greater of the local track or the local currency equivalent of the US dollar track for the given quarter, subject to a maximum of the local track plus the applicable margin, currently 10%.

3. If you submit Form PENS E/10, it cannot be dated or submitted more than two weeks before the commencement date of the UNJSPF entitlement. All future communications concerning your entitlement will be sent to the address given on this form, unless a reasonable explanation is provided for doing otherwise. Should you change your address, whether or not this involves moving to a different country, it is essential that you inform us immediately.

4. If you do NOT submit Form PENS E/10, your benefits will be established in US Dollars and will then be adjusted in accordance with the United States Consumer Price Index (US CPI). You may, however, at any time in the future, declare your country of residence and submit Form PENS E/10.

**A. DECLARATION OF COUNTRY OF RESIDENCE**

Having taken note of paragraphs 1, 2, 3 and 4 above,

I, \_\_\_\_\_ (Name) (First) (Last) (Initials)  
declare my residence as a UNJSPF beneficiary as follows:

My country of residence is: \_\_\_\_\_

My home address is: \_\_\_\_\_

Telephone No: \_\_\_\_\_ e-mail: \_\_\_\_\_

**B. PROOF OF RESIDENCE AND PAYMENT OPTIONS**

A certificate of residence issued by a national or local government authority is attached [ ]  
A duly completed, dated and signed original change of payment options form PF 23 is attached (NB: Submission of this form is optional and necessary ONLY if you wish this to make a change in your payment options, including a change in currency of payment.) [ ]

I understand that, having submitted proof of my country of residence and thereby having become entitled to the two-track Pension Adjustment System, I will remain permanently under that system and I will not be able to withdraw from that system. I understand, in the future, to notify the Fund of any change in my country of residence as soon as it occurs. I understand that failure to do so, or providing a false statement, may lead to the loss of my entitlement under the pension adjustment system.

Date: \_\_\_\_\_ (Day)(Month)(Year) Signature: \_\_\_\_\_

**\*NOTE:** The completed form bearing your ORIGINAL SIGNATURE must be submitted to the Fund, no fax or e-mail will be accepted.

# CONTACTING THE PENSION FUND

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**By telephone: 1 (212) 963-6931**

**New toll-free phone numbers in 28 countries listed in annual letter**

Use “Send us a message” from <https://contact.unjspf.com>

Request a virtual appointment from <https://contact.unjspf.com>

**By fax: 1 (212) 963-3146**

**By e-mail: [unjspf@un.org](mailto:unjspf@un.org)**

**In person: 37th Floor, 1DHP Tuesdays & Thursdays 12:00-4:00 pm**

**By mail: UNJSPF  
c/o United Nations  
P.O. Box 5036  
New York, NY 10017**



**By mail: UNJSPF  
1 Dag Hammarskjöld Plaza (DHP)  
37th Floor  
Corner of 48th Street and 2nd Avenue  
New York, NY 10017**

**By pouch: via UNDP diplomatic pouch or  
PAHO/OMS pouch c/o FRM/ST**

# Getting Started.....

Go to Member Self-service for benefit estimates and statements at [www.unjspf.org](http://www.unjspf.org)

English   Text Size 

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[For Clients](#) [Investments](#) [Resources](#) [About Us](#) [Contact Us](#) [Urgent Assistance](#)

[Member Self-Service Login](#)

Our priority:  
your pension security



# Login or register to Member Self-service

**UNJSPF Secure Login**

User Name

Password

**Log In**

[Register](#) | [Forgot User Name](#) | [Forgot Password](#)

**Verify Identity**


To verify your identity, please enter your Unique ID, last name, and your date of birth. Your information is secured during transmission.

Unique ID:

Last Name:

Date Of Birth:

Find your UID in PMIS under Personal IDs

 **UNJSPF** CTBTO EPPO FAO IAEA ICBEB ICCROM ICAO ICC IFAD ILO IMO IOM IPU ISA ITU ITLOS STL UN UNESCO UNIDO UNWTO WHO WIPO WMO

Welcome

**Home**

**Menu**

- Home
- Disbursements
- Documents
- E-Forms
- Proof Documents
- Personal Information
- Validation Request (Article 18)
- Restoration (Article 19)
- Transfer-In Request
- Estimate
- Help

**English:** The Terms of Service for use of the UNJSPF MSS portal have been updated. Please read them in full [here](#). Your continued use of the MSS portal constitutes your agreement to follow and be bound by the updated Terms of Service.

**Français:** Les conditions d'utilisation de l'Espace Client CCPPNU ont été mises à jour. Veuillez les lire dans leur intégralité [ici](#). En continuant à naviguer et utiliser cet Espace Client vous nous signifiez votre accord avec les conditions d'utilisation mises à jour sans limite ni réserve.

**ENGLISH:** MSS will allow you to view and update information in your UNJSPF records. To update your email address, please go to the Account tab on the Home page; select "Update Email Address". For more information, please follow these instructions. If you are an employee of: CTBTO, EPPO, FAO, IAEA, ICCROM, ICGBE, ICAO, ILO, IOM, IPU, ISA, ITU, ITLOS, STL, UNESCO, UNIDO, WHO, WIPO, WMO, UNWTO, contact your Staff Pension Committee (SPC) Secretary. If you are an employee of the UN family, contact your Executive Office or your HR Office immediately. If you are a retiree or a beneficiary, please contact the Fund at <https://www.unjspf.org/contact-us/>. For technical problems accessing your account please contact the Fund at [MSSsupport@UNJSPF.org](mailto:MSSsupport@UNJSPF.org). For information on MSS please see <https://www.unjspf.org/member-self-service/>.

Statements & estimates

Run your scenario here

Tutorials

# Questions ?

