



UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

VIENNA INTERNATIONAL CENTRE
P.O. BOX 300, A-1400 VIENNA, AUSTRIA
TELEPHONE: 26 310 TELEGRAPHIC ADDRESS: UNIDO VIENNA TELEX: 135612

REFERENCE: PRJ/ 91 /PPR/APP/GK/ST

DATE: 28 October 1991

Post: TF/GBS/91/001/11-01/J12105
Duty Station: Bissau
Duration: One Year

Dear Mr. Van Manen,

Further to previous correspondence, I am pleased to inform you that your candidature has been selected for the post under reference. On behalf of the Director-General of the United Nations Industrial Development Organization, I have pleasure in offering you an appointment for the above-mentioned duration in accordance with the enclosed job description. Your appointment will be subject to the following conditions: your medical clearance, your being available on the date mentioned in the attached "Conditions of Employment" and to your government release if required.

Your travel and a salary advance will be authorized upon receipt of your written acceptance of this offer, your medical clearance and your government release if required. A formal Letter of Appointment, similar to the enclosed specimen, will be prepared for your signature during your briefing in Vienna but should you be requested to proceed directly to the duty station, your Letter of Appointment will be forwarded upon confirmation of your arrival. The duration of your appointment will include your round-trip travel, briefing and debriefing in Vienna, if required and the completion of your final report.

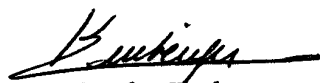
Enclosed please find various documents and forms relating to medical and travel instructions as well as the terms of your appointment. Please study these carefully, in particular the UNIDO "Conditions of Service". I should be grateful if you would complete the forms and return them to this office as soon as possible.

Until your arrival at the duty station, your contact will continue to be with this Branch. At the duty station, your normal channel of communication will be with the Branch indicated on the "Medical and Travel Instruction" sheet and all enquiries pertaining to salary, allowances and travel should be directed to: Technical Co-operation Personnel Administration, Personnel Services Division.

We hope that you will accept this offer and should be grateful if you would cable your decision and confirm your exact reporting date. We look forward to hearing from you soon.

Yours sincerely,

Mr. Gijsbert VAN MANEN
Dromedarisstraat 33
6531 NS Nijmegen
The Netherlands


(for) H. Greydt, Head
Project Personnel Recruitment Branch
Department of Industrial Operations

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UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

LETTER OF APPOINTMENT ST

To: Mr. Gijsbert VAN MANEN

You are hereby offered a PROJECT PERSONNEL APPOINTMENT on a Technical Co-operation Project of the United Nations Industrial Development Organization, in accordance with the terms and conditions specified below and subject to the provisions of the Staff Regulations and the Staff Rules governing project personnel together with such amendments as may be made thereto. A copy of the Staff Regulations and of the Staff Rules governing project personnel is transmitted herewith.

1. ASSIGNMENT

Title: Expert Associé en études de préinvestissement et d'investissement pour PMI

Official Duty Station (City/Country): Bissau/Guinea Bissau

Assessable Salary: US\$ 39,311 gross per annum Category: Professional

(Equivalent to level 2 step II)

which after staff assessment, gives an approximate net salary of \$ 26,768 per annum.

Effective Date of Appointment: 17 November 1991

2. ALLOWANCES

The salary shown above does not include any allowances to which you may be entitled.

3. TENURE OF APPOINTMENT

This project personnel appointment is for a fixed term of One year from the effective date of appointment shown above. It therefore expires without prior notice on 16 November 1992.

A project personnel appointment may be terminated prior to its expiration date in accordance with the Staff Regulations and with the Staff Rules governing project personnel in which case the Director-General will give one month's written notice.

Should the appointment be thus terminated, the Director-General will pay such indemnity as may be provided for under the Staff Rules governing project personnel. (The normal expiration of the appointment at its term does not require the payment of any indemnity.) There is no entitlement to either a period of notice or an indemnity payment in the event of summary dismissal for serious misconduct. This appointment carries no expectancy of renewal or of conversion to any other type of appointment in any activity of the United Nations Industrial Development Organization.

4. INFORMATION NOTE

Your particular attention is drawn to the Staff Regulations and Staff Rules relating to the Staff Assessment Plan and to the United Nations Joint Staff Pension Fund.

5. SPECIAL CONDITIONS

Exempt from participation in the UN Pension Fund.

28 October 1991

Date



To: Head, IO/OS/PRAS
Director, Personnel Services Division

I hereby accept the appointment described in this letter, subject to the conditions therein specified and to those laid down in the Staff Regulations and in the Staff Rules governing project personnel. I have been made acquainted with these Regulations and Rules, a copy of which has been transmitted to me with this letter of appointment.

1 Nov 1991

Date

[Signature]
Staff Member

This Letter of Appointment cancels and supersedes that dated 17 November 1992.

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UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

EXTENSION LETTER OF APPOINTMENT VAT

To: Mr. Gijsbert VAN MANEN

You are hereby offered a PROJECT PERSONNEL APPOINTMENT on a Technical Co-operation Project of the United Nations Industrial Development Organization, in accordance with the terms and conditions specified below and subject to the provisions of the Staff Regulations and the Staff Rules governing project personnel together with such amendments as may be made thereto. A copy of the Staff Regulations and of the Staff Rules governing project personnel is transmitted herewith.

1. ASSIGNMENT

Title: Expert associé en études de préinvestissement et d'investissement pour PMI

Official Duty Station (City/Country): Bissau/Guinea Bissau

Assessable Salary: US\$43,522 gross per annum Category: Professional

(Equivalent to level 2 step III) (for administrative purposes only)

which after staff assessment, gives an approximate net salary of \$ 29,095 per annum.

Effective Date of Appointment: 16 November 1992

2. ALLOWANCES

The salary shown above does not include any allowances to which you may be entitled.

3. TENURE OF APPOINTMENT

This project personnel appointment is for a fixed term of one year from the effective date of appointment shown above. It therefore expires without prior notice on 15 November 1993.

A project personnel appointment may be terminated prior to its expiration date in accordance with the Staff Regulations and with the Staff Rules governing project personnel in which case the Director-General will give one month's written notice.

Should the appointment be thus terminated, the Director-General will pay such indemnity as may be provided for under the Staff Rules governing project personnel. (The normal expiration of the appointment at its term does not require the payment of any indemnity.) There is no entitlement to either a period of notice or an indemnity payment in the event of summary dismissal for serious misconduct. This appointment carries no expectancy of renewal or of conversion to any other type of appointment in any activity of the United Nations Industrial Development Organization.

4. INFORMATION NOTE

Your particular attention is drawn to the Staff Regulations and Staff Rules relating to the Staff Assessment Plan and to the United Nations Joint Staff Pension Fund.

5. SPECIAL CONDITIONS

Exempt from participation in UNJS Pension Fund.

(for) H. Weydt OS/PRAS



3 December 1992

Date

To: Head, Project Personnel Recruitment and Administration Service

I hereby accept the appointment described in this letter, subject to the conditions therein specified and to those laid down in the Staff Regulations and in the Staff Rules governing project personnel. I have been made acquainted with these Regulations and Rules, a copy of which has been transmitted to me with this letter of appointment.

13 Jan 1993

Date

[Signature]

Staff Member