



Internal Oversight Division

Reference: IOD-INV-2016-09

Management Implication Report

September 28, 2016

1. BACKGROUND

(Redacted for confidentiality reasons)

2. ISSUE

3. The “Minimum educational and experience requirements per grade for post and positions” applicable in WIPO provide that:

(a) P5 grade requires an “Advanced university degree (equivalent to Masters) in the relevant discipline” and at least twelve (12) years of relevant professional work experience;

(b) “For P4 and above, an advanced (Masters or equivalent) university degree is required, i.e. from four to six years of university studies sanctioned by a degree inclusive of professional certifications (...) in a field of study relevant to the functions of the post.” (emphasis added).

4. While the above clearly indicates that an “advanced university degree” primarily means a Master’s degree, it remains unclear whether or not the requirement of an “advanced university degree” may also be fulfilled by candidates who have otherwise achieved four years of relevant university studies.

3. RECOMMENDATION

1. The Human Resources Management Department should revisit its “Minimum educational and experience requirements per grade for posts and positions” to clarify the definition of an “advanced university” degree, and include this definition in vacancy announcements and/or application forms as deemed appropriate.

(Importance: High)

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Approved by: Tuncay Efendioglu, Acting Director, IOD

TABLE OF RECOMMENDATIONS

No.	Recommendation	Responsible unit/manager	Deadline for implementation	Management comments and action plan
1	<p>The Human Resources Management Department should revisit its "Minimum educational and experience requirements per grade for posts and positions" to clarify the definition of an "advanced university" degree, and include this definition in vacancy announcements and/or application forms as deemed appropriate.</p> <p>(Importance: High)</p>	<p>HRMD Ms. Moussa</p>	<p>December 2016</p>	<p>Recommendation accepted.</p> <p>HRMD will review the document "Minimum educational and experience requirements per grade for posts and positions" available on the Intranet to clarify the definition of an advanced degree as a recognized post-graduate level diploma, and will include this definition in application forms in the Taleo system.</p>