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**IMMEDIATE
ATTENTION**

EBAM/93/223

December 22, 1993

To: Members of the Executive Board

From: The Secretary

Subject: Education Allowance - Extension of Adjustments
to Executive Directors and Alternates

In the attached report from the Chairman of the Committee on Executive Board Administrative Matters, the Committee recommends the extension to Executive Directors and Alternates of the recent adjustment of education allowance ceilings that were approved for staff.

In the absence of objection by noon on Monday, December 27, 1993, the recommendation will be deemed approved by the Executive Board and it will be so recorded in the minutes of the next meeting thereafter.

Att: (1)

Other Distribution:
Department Heads





Office Memorandum

To: Members of the Executive Board December 22, 1993

From: A. Shakour Shaalan, Chairman,
Committee on Executive Board Administrative Matters

Subject: Education Allowance - Extension of Adjustments
to Executive Directors and Alternates

Board of Governors Resolution 34-7 provides that the Executive Board may make available to Executive Directors and their Alternates, changes in levels of benefits to reflect actual costs, or other minor modifications to existing benefits that do not change the basic nature of such benefits. The recent changes in the simplification of procedures for administration of the education allowance policy and the adjustment of education allowance ceilings for staff (EBAP/93/79, 12/2/93) would seem to fall within the terms of this Resolution.

The Committee on Executive Board Administrative Matters recommends that the Executive Board approve the extension of the following revisions in education allowances, on a similar basis as approved for staff, to Executive Directors and their Alternates:

- a. Effective with the 1993/1994 academic year, the formula for annual adjustment to the education allowance ceilings shall be based on the average actual percentage increases in tuition, tuition and boarding, and the flat boarding grant in the three academic years immediately preceding the academic year for which the adjustment is made.
- b. The formula for annual adjustment to the ceilings shall use the UNPAI issued in February for overseas schools where the academic year begins in the fall of the same year, and the UNPAI issued in September for overseas schools where the academic year begins in the spring of the following year.
- c. The base maximum allowances for the 1993/1994 academic year beginning on or after August 1, 1993 shall be as follows:
 1. the tuition grant shall be raised from \$7,530 to \$8,130 per annum;

ii. the tuition and boarding grant for children studying abroad and taking room and board at a facility provided by the educational institution shall be raised from \$10,900 to \$11,900;

iii. within the ceiling for tuition and boarding set for children studying abroad and taking room and board at a facility provided by the educational institution, the flat subsistence grant applicable to children studying abroad and not taking room and board at a facility provided by the educational institution, and not residing with a parent, shall be raised from \$5,000 to \$5,380 for university students, and from \$2,500 to \$2,690 for primary/secondary students.

In each individual case, the new ceilings will be in effect as of the first full scholastic year starting on or after August 1, 1993.