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Overseas Allowances

QUESTION

ANSWER

1) Cost of Living

- Do you pay some form of allowance that enables staff to maintain a standard of living comparable with that in their home country while working overseas?
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If so, how is it calculated? What factors determine how much is given? Is it dependent on the recipient's level of seniority at work; family status (i.e. single, married, with children etc); location; representational duties or other factors?*

Yes, the expatriate allowance includes a cost of living (COL) component and a quality of living (QOL) component intended to ensure comparable standards to Berlin

The expatriate allowance varies by country and family circumstances, and is based on

a) a CoL calculation by the Federal Statistical Office of the additional expenditure of an average income household (recalculated every 5 years)

b) a QoL report based on a survey carried out by an independent commercial company (Mercer) .which provides QoL reports to a wide range of international companies and government bodies

Calculation is based on:

- salary scales and seniority within the Foreign ministry.

- whether there is a partner (spouse or civil partner) at post and any dependent children legally entitled to child benefits.

- location (20 location categories), e.g.: Paris: level 1, London level 1, Brussels level 2, Beijing level 13, Washington level 7, Abuja level 19, Abidjan

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level 20)

- Do you pay some form of allowance that compensates for a range of additional costs resulting from the career-long disruption caused by frequent changes of location? If so, how is it calculated and what factors determine how much is given (see * above)?

yes, for the diplomatic and consular Expats this allowances is fixed on 2,5% of the expatriate allowance

2) Difficult Posts

Do you pay an allowance to staff overseas in difficult ('hardship') postings, to compensate for the additional costs of maintaining quality of life? If so, what factors determine how much is given (see * above)

Yes, see 1) QoL-Allowance

Factors:

Political and social environment (5 subcriteria))

Economic environment (2 subcriteria))

Socio-cultural environment (3 subcriteria)

Medical and health considerations (8 subcriteria)

Schools and education (1 criterion)

Public services and transport (8 subcriteria)

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Recreation (4 subcriteria)

availability of consumer goods (5 sub criteria)

housing (3 sub criteria)

natural environment (2 sub criteria)

- How do you determine which Posts are considered difficult?
Do you have specific indicators? If so, what are they?

calculation based on QoL and COL

- Do you provide staff on postings in difficult locations with additional leave for rest and recuperation? If so, what factors determine how much is given (see * above)?

Staff at more difficult posts receive between 3 and 18 days additional overseas leave depending on their hardship score

3) Representational and Overseas Commitment

- Do you pay staff on overseas postings an allowance for being a representational officer? If so, what factors determine how much is given (see * above)?

Under Germany's Foreign Service Act, every expat member of a diplomatic or consular post has representational duties. A monthly allowance is paid to the head of mission based on the importance of the mission. All other members of the mission receive a fixed percentage of this allowance according to their role and grade.

- Do you provide staff on overseas postings with additional leave when relocating from their home base overseas, or from posting to posting, or back to their home base? If so, what factors determine how much is given (see * above)?

Yes, 3 days leave for every relocation

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- Do you provide cultural awareness training for staff going on an overseas posting? Yes , there are voluntary training opportunities for staff and their families.

4) Domestic Help

- Do you give staff on overseas postings an allowance to pay for domestic help, e.g. maids, gardeners, cooks, drivers etc? If so, how is this calculated? Is it, for example, based on a set number of hours? No (but missions employ staff at residences (gardener, housekeeper, etc, depending on local requirements)
- What factors determine how much is given? (see * above) -----

5) Recreation

- Do you pay staff on overseas postings an allowance to cover sports or gym costs? If so, how is this calculated? Is it, for example, based on the actual cost of gym membership? No, expenses are covered partly by general expatriate allowances
- What factors determine how much is given? (see * above)

6) Childcare

Do you pay staff on overseas postings an allowance to cover childcare costs, e.g. babysitting? If so, how is this calculated? Is it, for example, based on a set number of hours? No

What factors determine how much is given? (see * above)

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7) Children at Post

- Do you pay staff on overseas postings an allowance to cover living costs associated with having their children with them? If so, how is this calculated and what factors determine how much is given? (see * above)

Staff receive on a monthly basis:

a) a basic (home) child allowance :

€184 for a first and second child respectively

€190 for a third child

€215 for a fourth and every following child

b) plus an overseas child allowance: varies from €135.11 to €400.01 based on location categories as at (2) above

8) Telephone

- Do you pay staff on overseas postings an allowance to cover the cost of telephone calls or mobile phone or broadband use? If so, how is this calculated? Is it, for example, based on a set number of minutes for telephone calls or an installation fee and/or monthly costs for broadband?
- What factors determine how much is given? (see * above)

No

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<p>9) Languages</p> <ul style="list-style-type: none">• Do you provide staff going or on an overseas posting with foreign language training? In what circumstances would you do so? • Is training based on a set number of hours of teaching?• Do you have an examination system and, if so, do staff need to pass examinations as part of their training?• Do you pay an allowance to staff using a language as part of their job and/or for passing examinations? If so, how is this calculated? For example, is it based on the level of language proficiency reached and/or on the complexity of the language	<p>Yes, under Germany's Foreign Service Act knowledge of foreign languages is essential for members of the German Foreign Service.</p> <p>The Ministry expects staff actively to participate in basic and advanced language training. English and French are taught at the Diplomatic Academy.</p> <p>The Ministry offers preparatory language training for the next posting. Intensive language courses (both short and long term) are available for difficult languages. Missions can organise group courses in the language of the country</p> <p>No</p> <p>Yes, there is a compulsory examination for young diplomats after attending the Diplomatic Academy (English and French , other languages optional)</p> <p>Yes (see separate table)</p>
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<p>being used? Or other factors?</p> <ul style="list-style-type: none">• Do you link promotion with foreign language ability?• How do you encourage your staff to study languages, particularly 'hard' languages?• Do you provide any foreign language training for spouses or family members of staff on overseas postings?	<p>There is no link between promotion and language</p> <p>A continuation lump sum is paid to officers who have successfully passed the language test (see annexe). Tests have to be successfully repeated every 4 years in order to continue the payments</p> <p>All accompanying spouses or partners are entitled to optional language courses at home and abroad</p>
<p>10) Spouses/Partners</p> <ul style="list-style-type: none">• Do you pay an allowance to spouses/partners of staff overseas to compensate for loss of earnings/pension if they are unable to work? If so, how is this calculated? Is it dependent on the recipient's spouse or partner's level of seniority at work, or on location, or other factors?• Do you provide any financial or other assistance to spouses or partners of staff overseas in relation to their careers? If so, how is this calculated?• Do you provide cultural awareness training for spouses, partners and/or family members of staff on an overseas	<p>No, but staff receive a 40% increase if married or living in a civil partnership, as well as a further 6% increase if married or living in a partnership to compensate for the spouse's/partner's loss of income.</p> <p>The Diplomatic Spouse and Families Association (FFD) supports the interests of German diplomatic families. In their Berlin office they provide information on conditions at all posts, give advice to officers and family members on various matters of Diplomatic Service life as well as legal support to family members. At post FFD is represented by</p>

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<p>posting?</p>	<p>a Liaison Officer who supports staff and families.</p> <p>Yes, on an optional basis</p>
<p>11) Medical</p> <ul style="list-style-type: none"> • Do you provide spouses, partners and family members of staff on an overseas posting with private medical care? • If so, what form does this take and do staff have to contribute financially? 	<p>There is a Government Healthcare Scheme for Public Servants complemented by compulsory private health insurance</p> <p>Public employees are members of the general health insurance scheme: employer contributes 7.3% of salary, employee 8.2% of salary</p>
<p>12) Household and Pets</p> <ul style="list-style-type: none"> • Do you provide an allowance for accommodation on overseas postings? Or do you provide accommodation? • What factors determine how big an allowance is given (see * above)? Or what kind of accommodation is provided? 	<p>An accommodation allowance is paid</p> <p>This is based on grade and family size, and is subject to limits in accordance with Foreign Service regulations and local real estate market (Admin at each post proposes scheme that must be approved by HR in Berlin. Normally every Foreign Service expat is responsible for renting his or her own accommodation, with the exception of hardship postings where it is extremely difficult to find and rent adequate housing. Every expat makes a contribution to the cost of accommodation of between 18-22% of regular salary (home-based German salary without allowances)</p> <p>Depends on grade and family size</p>

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<ul style="list-style-type: none">• Do you provide a baggage allowance to enable staff to transport household or other items when they go on an overseas posting? ? If so, how is this calculated and what factors determine how much is given? (see * above). Is staff expected to contribute?	<p>Yes, relocation costs are paid by the Foreign ministry</p> <p>This covers the expat diplomat, his/her spouse or civil partner, children and under certain circumstances also parents or family members for whom the diplomat is financially responsible. Maximum limits are 100 m³ household goods for the expat, 30 m³ for first accompanying person and 10 m³ for any further person.</p>
<ul style="list-style-type: none">• Does staff pay insurance costs for personal items transported overseas or is that provided?	<p>Yes</p>
<ul style="list-style-type: none">• Do you provide an allowance to cover the cost of household utilities, e.g. gas, electricity, water etc? If so, how is this calculated and what factors determine how much is given? (see * above). Or are utilities provided free of charge?	<p>No allowance is given for the private consumption of water, gas, electricity and heating</p>
<ul style="list-style-type: none">• Do you pay an allowance to staff overseas to compensate for running two households i.e. one at Post and one in their home country? If so, how do you calculate this? What factors determine how much is given? (see * above)	<p>Only under certain exceptional circumstances</p>
<ul style="list-style-type: none">• Do you pay an allowance to staff overseas to cover the cost of	<p>These expenses are part of a lump sum that is paid for every</p>

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<p>changing electrical appliances due to voltage changes in different countries? If so, how do you calculate this?</p> <ul style="list-style-type: none"> • Do you pay an allowance to staff overseas to cover the costs of transporting their family pets to and from a posting? If so, how do you calculate this? • Do you pay an allowance to staff overseas to assist with the cost of buying a vehicle on an overseas posting? If so, how do you calculate this? • Do you pay staff overseas an allowance to cover the costs of disposing of vehicles before or at the end of a posting overseas? If so, how do you calculate this? 	<p>relocation</p> <p>Yes, but only transport cost for max two pets, cheapest means of transport</p> <p>No</p> <p>No</p>
<p>13) Travel</p> <ul style="list-style-type: none"> • Do you pay staff overseas an allowance to cover the cost of recce visits before the start of a posting? If so, how do you calculate this? • Do you pay staff overseas an allowance to cover the cost of home leave trips? Or do you provide a travel allowance? If so, how do you calculate this and what factors determine how much is given? (see * above) • Do you pay staff overseas an allowance to cover the cost of 	<p>Yes, cheapest airfare to the new posting for the expat and spouse/partner</p> <p>Yes, one home leave trip per year of posting for expat and family</p>

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travel insurance? If so, how do you calculate this and what factors determine how much is given? (see * above)	No
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<p>14) Education</p> <ul style="list-style-type: none">• Do you pay an allowance to staff overseas for school fees for children accompanying their parents at Post?• What factors determine how much is given? (see * above)• Do you pay an allowance to staff overseas for school fees for children remaining in their home country i.e. at boarding school?• What factors determine how much is given? (see * above)• Do you pay an allowance to staff on return to their home country for continuation of education for children at boarding school?• What factors determine how much is given? (see *above)	<p>There is no allowance, but the Foreign Ministry meets the school fee costs of children who accompany their parents overseas.</p> <ul style="list-style-type: none">• No ceiling• Yes, under certain circumstances (boarding fees max.80% of total, max. €1285 monthly) • See above• See above • See above
<p>15) Other Allowances</p> <ul style="list-style-type: none">• Do you pay an allowance to staff overseas for any additional items not mentioned above?• If so, please explain what factors determine how much is given (see * above)	<p>In a number of countries staff receives reimbursement for air conditioners, electric generators, winter/tropical clothing</p>

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