

Hab Post

Updates from
UN-Habitat

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Back-to-office: What's it look like?



Editor's note

Dear Reader,

This week marks the official move to a new phase in the back-to-office (BTO) plans for colleagues in Kenya. Our feature story is dedicated to our colleagues at Headquarters and provides condensed guidance on the top things they need to know and do in preparation for a staggered return to the UN complex. All links and resources are in one place, so you need not look any further.

And while COVID-19 has kept us away from the office, it may also have introduced anxiety over and disruptions to our financial well-being. UNFCU has made available a webinar to best understand our options and the decisions that will take us closer to financial serenity. More information in the Did You Know section down below.

Happy reading,

Rachad Nassar
Editor

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Did you know?

From our Brussels office



On 7 October, the Secretary-General will give a keynote address at the [EU Sustainable Investment Summit](#). The Summit is the first annual event of the European Commission on sustainable investment, following the launch of the European Green Deal which sets the objective for Europe to become the first climate-neutral continent by 2050. The Summit aims at raising awareness, bringing forward new perspectives and pioneering initiatives in Europe and globally. The theme of the launch edition will be 'Make it sustainable: investing together in our future'. The event starts at 10:00 CEST and the Secretary-General will provide his keynote at 10:15 CEST. [Register here](#)



On 14 October, the Deputy Secretary-General will participate through video messages to the annual high-level roundtable [State of Europe – the festival of politics and ideas: a new Renaissance](#), organized by Friends of Europe. The Deputy Secretary-general will be in a panel session that starts at 09:45 CEST with the President of the European Parliament, the European Commissioner for Budget and the CEO of Generali to discuss how governments should manage significant public debt and the shadow of hyperinflation, while trying to realign economies through recovery and resilience plans. [Follow the live sessions here](#)



António Guterres
Secretary-General
United Nations



Amina J. Mohammed
Deputy Secretary-General
United Nations



Back-to-office: What's it look like?

The back-to-office (BTO) plan is in full swing since Monday at Headquarters and with it its plethora of questions: Is everyone going back to the office? Can I continue to work from home? What is the deal with colour coding? Is the golden age of Teams over? Can I still wear my pj's to work? We provide answers to (almost) all questions below.



First things first: there is no mandatory return to the office for UN-Habitat personnel at this point. Whether you go back to see monkeys feast on your lunch is up to you and you only. Still, you will want to fill out the [UN-Habitat BTO survey](#) and voice your preferences so that your return can be designed in the coming months taking account of your concerns.

The most important question now answered, let us see how the rest will play out for those planning their return, keeping in mind the campus will function at a maximum capacity of 60 per cent.



Vaccines

You can't get in if you don't give in – that's BTO 101. Personnel who have not been fully vaccinated will not be allowed into the complex. You may gain exceptional access to the complex if you show a negative COVID-19 test certificate administered within 72 hours or a certificate of recovery, but your movements will be restricted: you will not be allowed into enclosed shared spaces such as meeting rooms, enclosed offices, and cafeterias. It is therefore a prerequisite for all personnel to [report their vaccination](#) status before they are admitted to the complex.

Personnel who are not able to be vaccinated for various reasons – medical or personal – and who need temporary access to the campus will receive a special exemption. Those falling under this category should contact JMS directly with the documented justification for an exemption – for instance a medical report from a physician.



Ground pass

Only fully vaccinated personnel will have their UN ground pass enabled for access into the campus following the validation of the vaccination status via the electronic platform. This will free you from having to carry evidence of vaccination when accessing the campus. Expect two confirmation emails, one from JMS and the other from DSS, and stay home until you receive them.



COVID-19 monitors

Email your respective monitors by COB Friday indicating when you are planning to come the following week, with copy to your First Reporting Officer. The COVID-19 monitors are:

GSD

David Ochanji (NOF 3-2 North Wing)
 George Gachie (NOF 3-2 South Wing)
 Souleymane Diawara (NOF 4-1 North Wing)
 Pamela Odhiambo (NOF 4-2 North Wing)

ERSKI

Erick Otieno

MACS

Kevin Mtuweta

OED

Gideon Kalundu and Lydia Kamau

RPD

Jennifer Mutalemwa



Transportation

At this point, the staff bus service is not operating. UNON will review the actual number of staff returning during the first three-month period of the BTO and based on this will determine the date for reactivation of the staff bus service.



Meetings (and meeting rooms)

Meetings will need to accommodate both colleagues working on campus and those staying home, whenever relevant. This means we're not throwing Teams into the bin just yet (spoiler alert: we probably won't anytime soon).

Meeting rooms are to be used at a maximum occupancy of 50 per cent, and large face-to-face meetings indoors are discouraged. Opt for outdoor spaces for meetings, including outdoor pods. The latter can be safely used by six to eight people and are cleaned once a day and fitted with hand sanitizers.



Office space

No-zones are red, go zones are blue, there's also purple and green, that you can further go to. In other words, chairs and desks for each workspace have been colour-coded so that you know exactly where you're supposed to make a landing. Red's a no-go but you can use desks marked as green, blue and purple provided that suitable desk dividers are already existing between desks, and that the maximum occupancy of 60 per cent on each office floor space is not exceeded. All hot-desks or banks of desks with less than one meter separation per person are out of the equation.



Taking care of your mental health

The COVID-19 pandemic has induced a considerable degree of fear and anxiety. This may well be heightened during BTO implementation, and you may feel especially worried about exposure or infection. You might also have concerns about job security and the safety of your family. The JMS staff counselor's office, working collaboratively with the counseling and welfare offices of other UN entities, have put together several resources and support arrangements for personnel who may be having difficulties. Contact them at unon-jms-medical@un.org.



Eating

At this point, only the central cafeteria and coffee shop are open for business. Other venues will be opened as needed.



Keeping safe

We all have a responsibility to make the return to office as safe as possible. Making sure health measures are strictly enforced will reduce the likelihood of contracting or transmitting the virus on campus.

As a golden rule, do not come to the office if you feel sick or have tested positive for COVID-19. Rather, contact JMS and report your health situation or COVID-19 test results.

Remember: masks aren't optional – everyone is required to wear them in all shared public spaces (that means on the mouth and nose). Exceptions apply in certain situations, for instance when having a meal, when alone in an enclosed office, or when walking alone outside in the grounds. The minimum physical distance requirement when fully masked and fully vaccinated is one meter. Don't forget to wipe down your own equipment and clear your workspace at the end of your day.

To dos

- ✔ Fill out the UN-Habitat BTO survey
- ✔ Get vaccination and ground pass clearance
- ✔ Email your COVID-19 monitors to let them know you're coming

New colleagues



“ I have always been passionate about housing and people. My short-term goal is to garner as much experience as possible about human settlements in various contexts. I ultimately aim to contribute to the design of enhanced human settlements and to propose solutions for a better quality of life. I believe this internship would equip me with the experience to achieve my goals.

I am grateful for being welcomed to the UN-Habitat community and am very much looking forward to learning from you all.”

Tida Rama

Intern
Bangkok Office
tida.rama@un.org



“ I have always been fascinated by all things urban and understanding the role that community planning and development have in supporting more resilient, inclusive, and livable cities. Working with UN-Habitat speaks to my passion for building communities, connecting global goals with local action and working collaboratively to address some of the world’s most pressing issues.

My long-term goal is to work with UN-Habitat and continue to advance sustainable urbanization initiatives. I am both honored and humbled to have the opportunity to learn, grow, and share with the organization. I look forward to connecting with colleagues across the globe and am hopeful that through collective action a more healthy, happier, and sustainable future will be realized.”

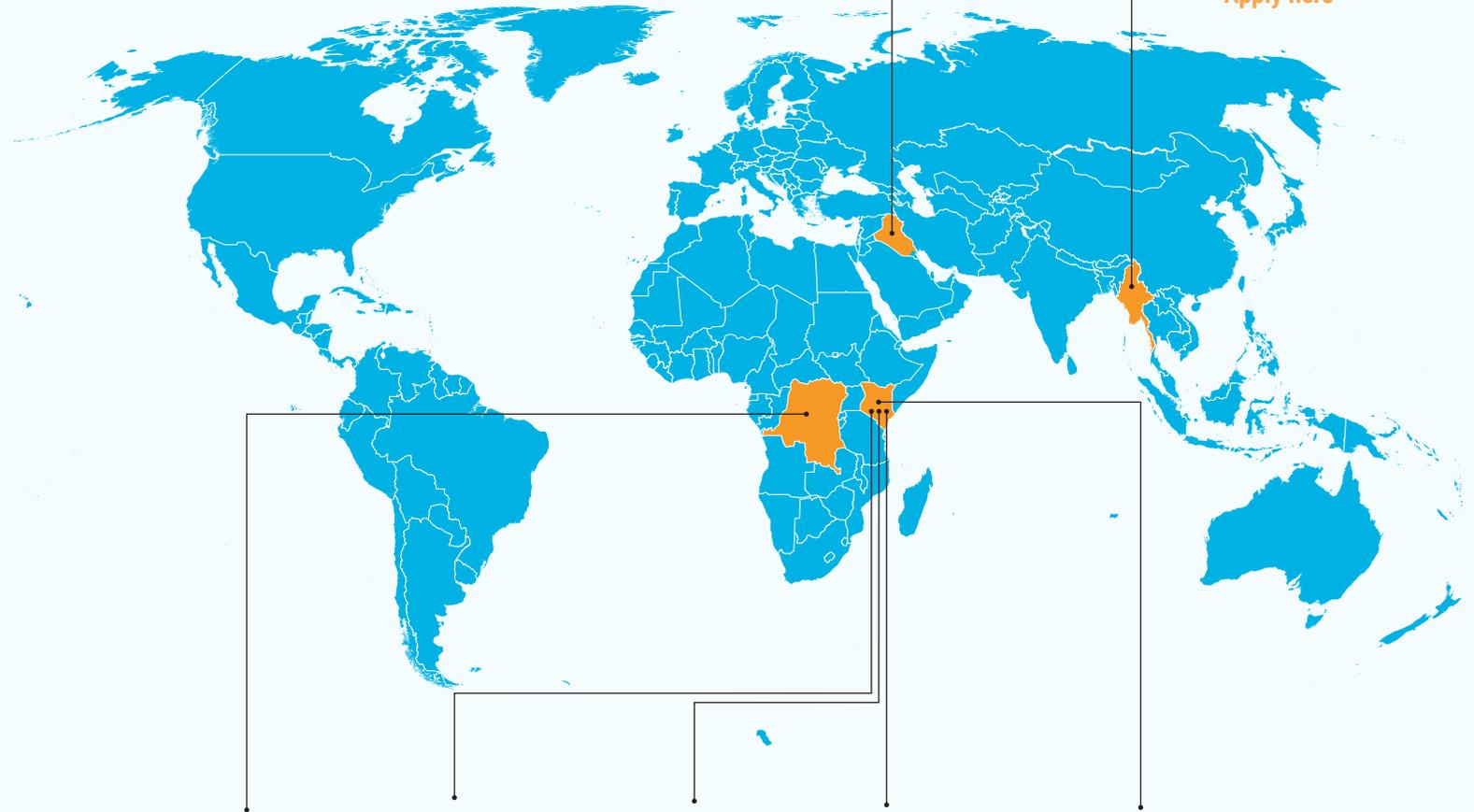
Jonah Ruocco Erickson

Intern
Regional Office for Asia and the Pacific
jonah.erickson@un.org

VACANCIES

Role
Programme
Management
Officer, Human
Settlements, P4
Duty Station
Baghdad, Iraq
08 October 2021
[Apply here](#)

Role
Programme
Management
Officer, Human
Settlements,
Project Post, P4
Duty Station
Yangon,
Myanmar
28 October 2021
[Apply here](#)



Role
Programme
Management
Officer, Human
Settlements, P4
(Temporary Job
Opening)
Duty Station
Kinshasa, DR
Congo
30 September
2021
[Apply here](#)

Role
Team Assistant,
G4
Duty Station
Nairobi, Kenya
22 October 2021
[Apply here](#)

Role
Programme
Management
Assistant, G6
Duty Station
Nairobi, Kenya
15 October 2021
[Apply here](#)

Role
Associate
Programme
Management
Officer, NOB
Duty Station
Kampala, Uganda
16 October 2021
[Apply here](#)

Role
Regional
Representative,
D1
Duty Station
Nairobi, Kenya
22 October 2021
[Apply here](#)

UPCOMING EVENTS AND CORPORATE CALENDAR

OCT

6-8

Asean Sustainable Urbanisation Forum 2021

The ASEAN Sustainable Urbanisation Forum (ASUF) represents a key ASEAN initiative to support the establishment of a multi-stakeholder ecosystem for knowledge sharing and policy development. ASUF presents the opportunity to come together to further connectivity and partnerships and share experiences and lessons learned on sustainable urban solutions in alignment with the New Urban Agenda toward the achievement of the Sustainable Development Goals in ASEAN. ASUF is envisaged as an inclusive platform to engage with a broad range of stakeholders, starting from ASEAN cities and including relevant ministries and government agencies across ASEAN Member States, multilateral organizations, private sector, financial institutions, NGOs, academia, associations, and experts from relevant networks. The thematic sessions will focus on the identified priorities for ASEAN cities, namely inclusive and equitable growth, personal safety and security, mobility, water, waste and sanitation, education, housing and home, and urban resilience.

INNOVATE CITIES

OCT

11-25

Innovate4Cities Conference

UN-Habitat and the Global Covenant of Mayors for Climate and Energy (GCoM) welcome you to the groundbreaking Innovate4Cities 2021 Conference, a virtual multi-day global/regional event bringing together science and innovation, policy and practice to enable cities to take accelerated and more ambitious climate action. Innovate4Cities is GCoM's city-focused research and innovation initiative that aims to answer the most pressing questions cities and local governments ask when evaluating why and how to take climate action. The initiative defines and addresses cities' knowledge and innovation opportunities and creates partnerships between the scientific and academic community, businesses, and governments to overcome the challenges local governments face between their publicly reported ambition and full-scale implementation.

OCT

19

World Resources Report Synthesis Launch: Seven Transformations for More Equitable and Sustainable Cities

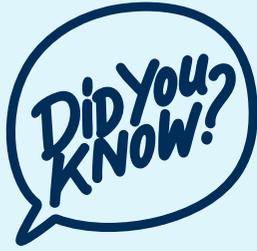
The World Resources Institute is launching its capstone report in its flagship World Resources Report series, *Towards a More Equal City*. Synthesizing six years of research from 160 authors and reviewers, *Seven Transformations for More Equitable and Sustainable Cities* presents a new vision for urban planning and development that can lead to better quality of life for under-served urban residents as well as citywide economic and environmental benefits. Seven crucial transformations and detailed recommended actions for key actors show how to reimagine urban service provision, how to include the excluded, and how to create the enabling conditions for real, lasting change.

OCT

21-22

Global Parliament of Mayors Annual Summit 2021

The Global Parliament of Mayors (GPM) Summit will bring together mayors, city networks, and international experts to discuss city leadership and key global challenges at the local level. This year's GPM summit and its theme 'Reset: Cities Leading in a New Era' sets out to address how cities are rebuilding in the wake of the COVID-19 pandemic. Focus is placed on the role of mayors in advocating for and implementing policies with the objective of improving the living conditions of its population as well as ensuring that recovery from the whirls of the pandemic is inclusive, just, and green. The summit will highlight in particular the importance of cooperation between and among cities from the Global South and that of the Global North in tackling global challenges. The theme of the summit builds on the works of the GPM in the last fifteen months on the post-COVID-19 city.



UNFCU has made available a webinar on financial well-being



The webinar explores ways you can achieve and maintain financial well-being. Topics covered include why financial well-being is important, basic steps to improving your financial well-being, the benefits of financial well-being, and tips to help you reach your goals.

For those interested, UNFCU can organize live virtual presentations – either on financial well-being or on other financial topics of interest. Virtual individual consultations may also be arranged to benefit from in-person UNFCU assistance. Contact [Florian Lux](#) to voice your interest.



[Access webinar](#)



Participate!

Want your story featured? Submit your ideas or reach out to us at unhabitat-habpost@un.org.

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