

**GEOGRAPHICAL DISTRIBUTION OF THE STAFF**

**NOTE ON THE METHODOLOGY FOR THE CALCULATION OF THE GEOGRAPHICAL QUOTAS IN UNESCO**

UNESCO uses a formal geographical distribution mechanism. The current methodology for the calculation of geographical quotas was approved by the General Conference at its 32nd session in October 2003 (32 C/Resolution 71).

The methodology is based on a base figure. Three factors are used to determine the share of the base figure for allocation to Member States: the membership factor, the contribution factor and the population factor. The quota is expressed as a range of posts with a maximum (which triggers over-representation) and a minimum (which triggers under-representation).

**The base figure**

The base figure represents the total number of posts subject to geographical distribution (geographical posts). Geographical posts are established posts in the Professional and higher categories financed from the regular budget of the Organization, with the exception of language posts (interpreters, translators and revisers). The current base figure of 850 posts was set by the General Conference as from 1 January 1990 (25 C/Resolution 40).

**The factors**

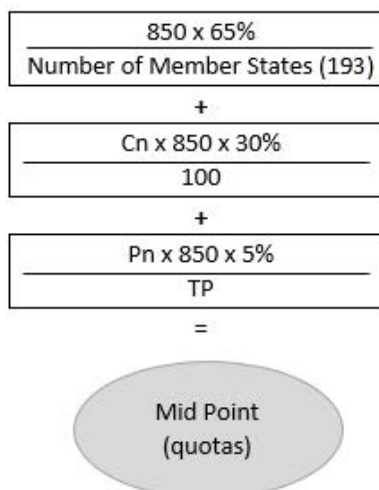
To calculate the quota, UNESCO allocates to Member States a share of posts from the base figure, based on three factors:

The Membership factor (65%): recognizes the fact that a State, as a Member of the Organization, can expect to have a certain number of posts attributed to its nationals. This number is equal for all Member States. A minimum of two posts is attributed to each Member State.

The Contribution factor (30%): considers the Member States in proportion to their contribution to the regular budget.

The Population factor (5%): considers the Member States in proportion to the size of their respective population.

The method for calculating the quota is illustrated below:



850=Base Figure  
65%, 30% and 5% =Ratio of membership, contribution and population  
Number of Member States= 193 (since 01/01/2019)  
Cn=Assessed contribution of Member state "n" to the regular budget  
Pn=Size of the population of Member State "n"  
TP= Total population of Member States "n"

The ratios attributed to factors in UNESCO have evolved since 1995, as shown in Table 1 below:

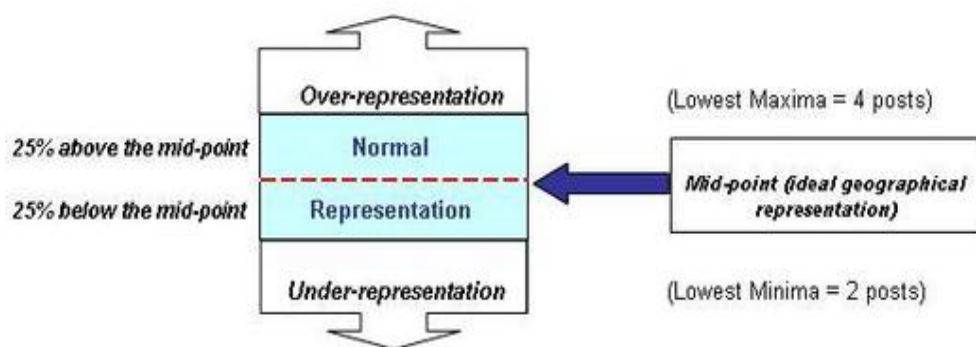
**Table 1: Evolution of the ratio of factors for the calculation of geographical quotas**

Factors	Prior to 1995	1995	1999	2003
Membership Factor	76%	70%	65%	65%
Contribution Factor	24%	30%	35%	30%
Population Factor	–	–	–	5%

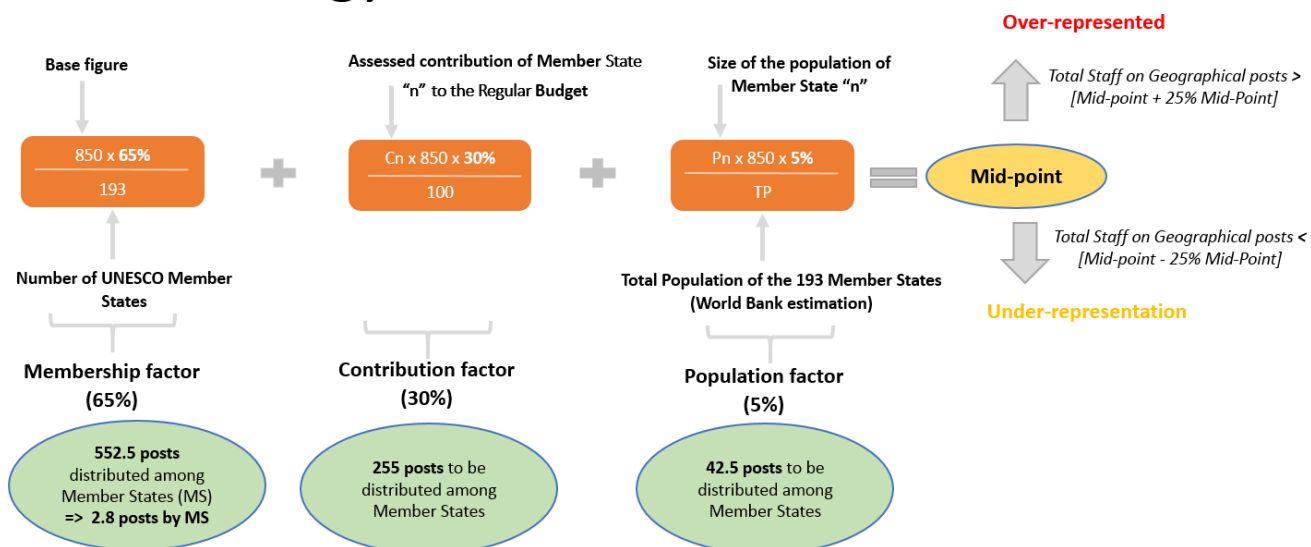
### The quota

The quota is not construed as an absolute number of posts but as a mid-point with a desirable range of 25% above and 25% below this mid-point. The mid-point represents the ideal number of posts attributable to each Member State. The desirable range comprises two figures: the maximum and the minimum number of posts beyond which a Member State is considered over-represented or under-represented. Countries are normally represented when they are in the desirable range.

The lowest range of posts is two to four, which represents the minimum quota.



## Methodology



***More information***

The situation of the geographical distribution of Member States in UNESCO is updated every month and available on

<https://en.unesco.org/careers/geographicaldistribution>.