

## Languages Service Sectoral Assembly (LSSA)

### Minutes of the second meeting of the Bureau\*

Held via videoconference on Thursday, 1 July 2021, from 2.30 p.m. to 4.30 p.m.

Attendees: Marine Acker (FTS), Asma Belfalah (ATS), Jianjun Chen (CTS), Emily Duggan (ETS), Pauline Escalante (EDPU), Alexandra Gigant (FTS), Laura Johnson (President), Romina Merino (SDPU), Lyndsay Nash (ES), Kristina Redesha (RTS) and Verónica Sainz Goutard (STS).

#### Main topics discussed:

- Programme of work for 2021/22 (*adopted*)
- Harmonization of practices across sections regarding Special Assignments, i.e. attending language courses, administrative tasks, terminology requests
- Staff Coordinating Council: Global harmonization groups; Taskforces
- Performance evaluation

#### Decisions taken:

1. *The programme of work for 2021/22 was adopted.*
2. *Special assignments.* Follow up on the work of the task force created to study this; carry out consultations within the sections and to make suggestions before it is finalized. Seek harmonization of practices across the Language Service.
3. *Multilingualism.* Seek guidance and encouragement from the Director of the Division of Conference Management who is also the Multilingualism focal point on the application of the Multilingualism Policy and on taking language courses across the Language Service.
4. *Performance evaluation.* Discourage the use of evaluation methods in some sections which negatively impact the performance of staff members.
5. *Workload standard.* To seek clarification on the discrepancy of job credit (word count) across languages, i.e. Arabic–English and how it affects productivity.
6. *Meetings.* The Bureau will meet every first Thursday of the month.

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\* Unless otherwise stated, the opinions reflected herein represent staff suggestions and views collected by their representatives and are aimed at promoting communication between management and staff. In order to avoid misunderstandings, any comments or requests for corrections to the minutes should be submitted to the President of the LSSA only, for inclusion in the minutes of the following meeting.