

## Compensation and benefits for international field staff at the Norwegian Refugee Council

An employee on an international contract is someone who is sent on a fixed-term assignment to a country in which they do not have citizenship nor are registered as a national. International staff will leave their home, their social protection system, and in most cases, their family.

<b>Employment contract</b>	<p>All international contracts are temporary, lasting usually 12 or 24 months but subject to extension in certain cases.</p> <p>NRC terms of employment for international staff are the same whatever the duty station.</p>
<b>Competitive salary and taxation</b>	<p>All jobs within NRC are evaluated and graded using the NRC Grade Profiling Structure.</p> <p>For each job grade, we offer salaries in line with the international market – but in the spirit of humanitarian work we do, not at the top of the market.</p> <p>To ensure fair and same tax payment of our international staff across countries of deployment and to ensure NRC is tax compliant, all our international staff pay a contribution to the NRC Unity Fund. NRC then takes the full responsibility in paying government required international staff income taxes in the different host countries</p>
<b>Benefits and allowances</b> – will vary according to the duty station	<p><b>Paid leave</b></p> <ul style="list-style-type: none"> <li>• <i>Holidays:</i> full-time employees are entitled to 30 days per year. In addition, employees get time off on public holidays.</li> <li>• <i>Sick leave and sick pay:</i> NRC has its own standard of terms and procedures regarding sick leave and sick pay for international staff.</li> </ul>
	<p><b>Pension plan:</b> NRC offers a competitive pension plan. The contribution by NRC is 6 per cent of the base salary and the contribution by the employee is 2 per cent of the base salary.</p>
	<p><b>Insurance:</b> international staff are covered by medical, travel, death and disability insurance.</p>



	<p><b>Home travel:</b> In addition to the initial round trip ticket, unaccompanied employees are entitled to a complimentary ticket home once every six months of completed service, or every 12 months if the employee is accompanied.</p>
	<p><b>Housing:</b> NRC offers moderately furnished accommodation. Often guesthouses and other kinds of shared housing are used.</p>
	<p><b>Cost of living:</b> A flat monthly allocation is provided to help maintain a level of purchasing power in the area of duty.</p>
	<p><b>Hardship:</b> In some duty stations, we offer a monthly compensation which recognises the difficulties of working and living under a certain level of physical threat, discomfort and inconvenience.</p>
	<p><b>Rest and recuperation (R&amp;R):</b> in country offices or areas with very stressful and difficult working conditions, employees are entitled to R&amp;R, in the form of five days' additional leave for every six months of duty. In the most challenging duty stations, employees may get up to 2 R&amp;R of 5 days per six-month period of duty.</p>
	<p><b>Family duty stations:</b> a small number of our duty stations are designated as family duty stations. In these, school and nursery expenses are paid (up to a maximum annual amount). The employee and accompanying family members are entitled to one complimentary ticket home for each 12-month period of completed service.</p>
	<p><b>Educational incentives/ school and nursery expenses:</b> A benefit provided for approved accompanied children up to and including 18 years of age. Maximum per child is 12000 USD per year and maximum per family is 40000 USD per year</p>