

## Payment Request

07 March 2023

FPS Foreign Affairs, Foreign Trade and Development Cooperation  
Directorate General Development Cooperation  
Rue des Petits Carmes 15, B-1000 Brussels

Attention: **Jannick Violon**  
Desk Officer JPO Programme of the United Nations

Description	Amount (USD)
This is to request for the payment in support of the third year assignment of Belgian JPO Ms. Camille Balfroid – Climate Resilience Officer – in IOM Cotonou, Benin. (12 April 2023 to 11 April 2024)	124,030
<b>Total due to IOM</b>	<b>USD 124,030</b>

Please make payment to:

Beneficiary Bank: Citibank, N.A.  
Address: 399 Park Avenue, New York, NY  
SWIFT Code / BIC: CITIUS33  
ABA Routing No.: 021000089  
Account Name: IOM Geneva  
USD Account Number: 30557053

Please include this reference when making payment: **SS.0178 JPO Camille Balfroid**

BA 1454 3535 6011  
JPO - IOM  
PO 4500777775  
LEV 500008875



Ronson NGO  
Head, Project Monitoring Unit

VOOR AKKOORD BEHEERDER

VOOR AKKOORD ORDONNATEUR

**Headquarters:**

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**BELGIAN JPO - Ms Camille Adeline C. BALFROID**  
**Cost Estimate for 2nd Year of Service (12 April 2023 - 11 April 2024)**  
**IOM Cotonou, Benin**  
**P2 Step 3**

			<u>USD Per Annum</u>
1. Salary, Net Per Annum	P2/S3		53,161
2. Post Adjustment (February 2023)		41.00%	21,796
3. Hardship Allowance	Category B		5,930
4. Rental Subsidy		Indicative	5,000
5. Health Insurance calculated on the pensionable salary of:			
IOM Share for Staff Member:	122,824	2.19%	2,690
Administrative Fee (February 2023 Rate)		0.923	86
6. Incapacity and Partial Disability Insurance IOM's share calculated on the pensionable salary of:			
IOM Share:	122,824	0.49%	602
7. Settling-In Grant			
a) For Staff Member			
- 30 days DSA at (February 2023)	\$201		6,030
- Lump Sum (One Month Salary + Post Adjustment)			6,246
8. Travel Upon Appointment For :		Indicative	
a) Airfare For JPO			1,500
b) Excess Baggage, 20 kgs			500
c) Miscellaneous Expenses			200
9. Shipment Upon Appointment		Indicative	4,000
Removal of household goods, personal effects			
By surface: 600 kgs			
(exclusive of packaging and crating), plus insurance			
10. Duty travel and Training allowance (DTTA)			3,000
<b>Total</b>			<b>110,741</b>
11. Administrative Fee		12%	13,289
<b>GRAND TOTAL</b>			<b>124,030</b>

**OTHER POSSIBLE ENTITLEMENTS:**  
Home Leave Travel

**Prepared by:**  
Rona Jessica  
MANALILI  
Digitally signed by Rona Jessica MANALILI  
Date: 2023.03.01 08:03:12 +08'00'  
Rona Jessica Manalili  
MHRO PSU - Assistant Payroll Analyst

**Reviewed by:**  
**GOMEZ**  
Myrna  
Myrna GOMEZ  
MHRO PSU - National Payroll Officer  
Digitally signed by GOMEZ Myrna  
Date: 2023.03.01  
11:06:52 +08'00'

**Concurred by**  
**SARAF**  
Komal  
Komal SARAF  
MHRO- Payroll Manager  
Digitally signed by SARAF Komal  
Date: 2023.03.01  
13:06:54 +08'00'