ILO Intranet Redesign

Concept and Information Architecture

Information Architecture

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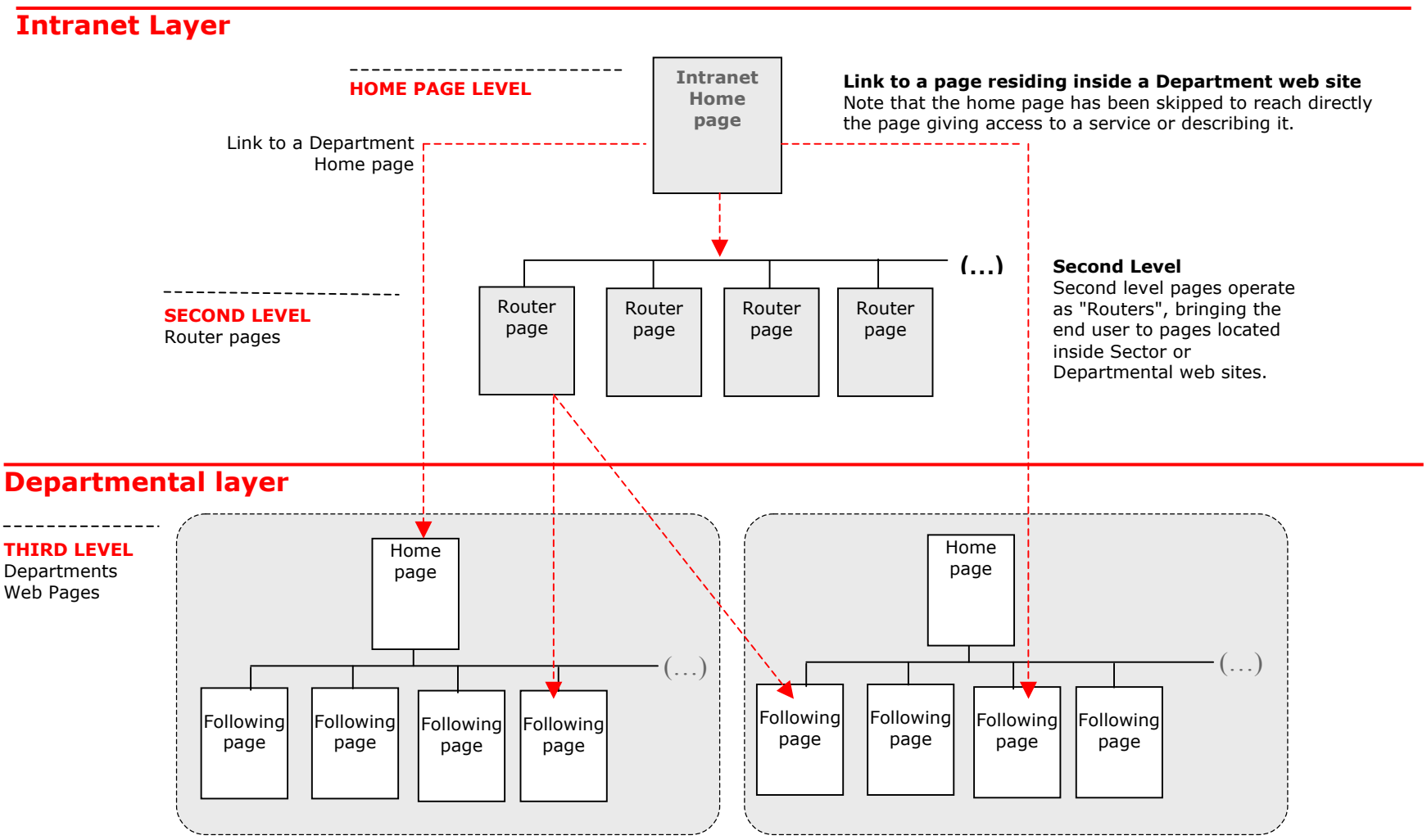
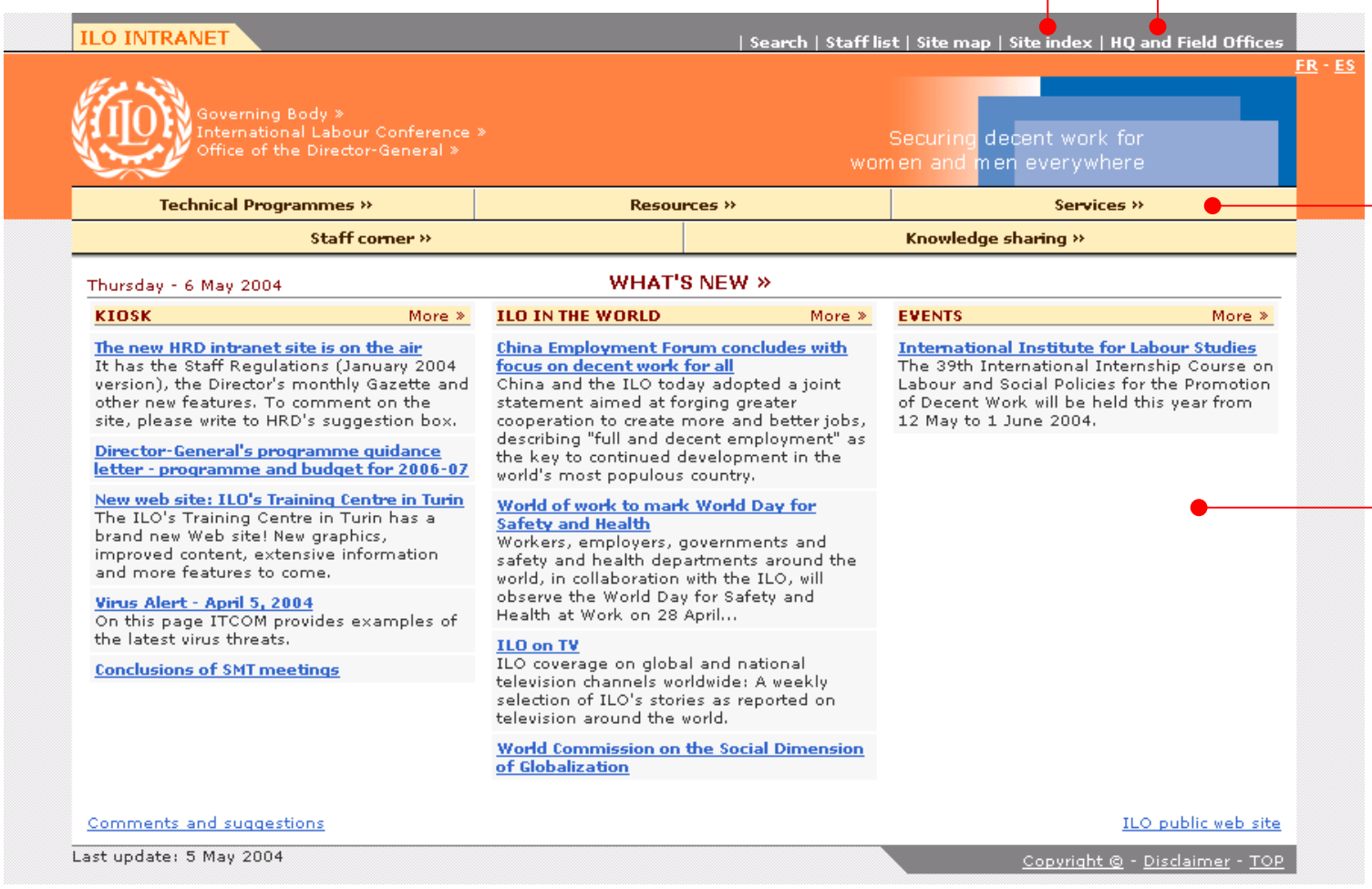
The Intranet web site today

→ The ILO Intranet web site works like a “hat” over existing Departmental web pages
→ Its main role is to index Departmental web pages
→ The Departmental web sites indexed belong to the Intranet and the Public area
→ The Departmental web site pages are manually produced and maintained by web editors inside each Department



Intranet layer: the Home page



The ILO Intranet layer gives access to the Departmental web pages by means of:

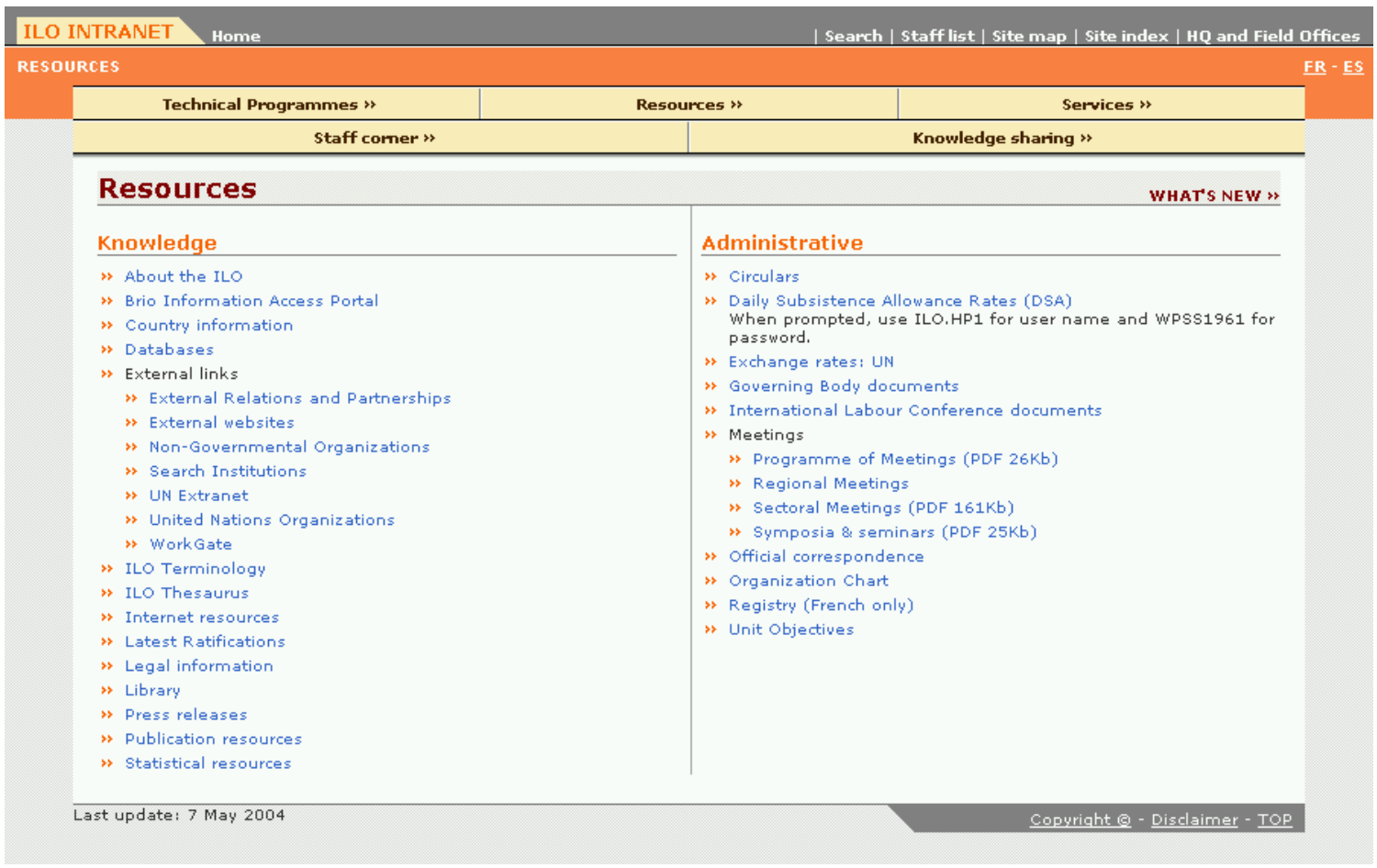
Browsing methods

→ A hierarchical classification system by topic and sub-topics
→ An alphabetical index
→ The list of all ILO working units

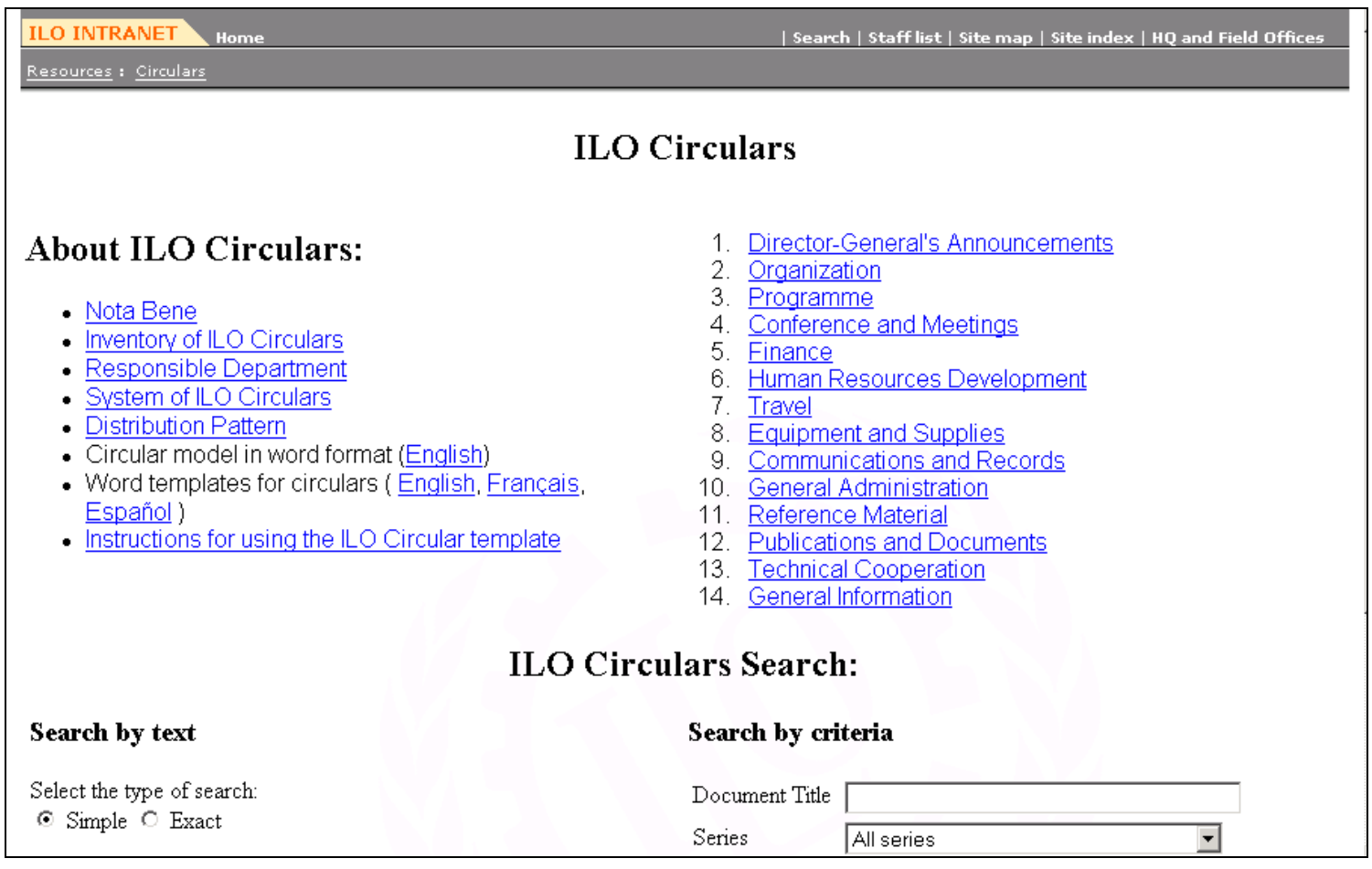
Search method

→ Search engine

Intranet layer: Second level page, the hierarchical navigation



Departmental Layer: the common header



A common header is placed in all the pages of any Intranet Departmental web site so that to connect the Departmental level with the Intranet level

Goals of the redesign project

Constraints

→ **It is planned, in the future, to use the WCMS technology also for the Intranet, so as consequence:**

- The ILO Intranet continue to work like a “hat” over existing Departmental web pages
- The Departments continue to produce and maintain their own Web site using the current technology (static pages stored in file system)
- For the Intranet layer, the attempt is to reuse the current implementation technology as much as possible

New needs

→ **Enhance Intranet’s functions and provide more content in order to make it work as a knowledge and operating tool for the ILO staff, by:**

- Providing more information to ILO staff, for their daily work as well as for their leisure time
- Giving more space to those Departments providing Services and Support to ILO Staff
- Improving the mechanism of providing more News to ILO staff
- Pushing or highlighting specific content

→ **“Elect” the Intranet as the preferred media for the dissemination of internal information coming from Management**

→ **Revise the graphic aspect of the user interface**

What it was decided?

→ Redefine the five main areas indexing the Departmental web sites

→ Reorganize the hierarchical classification system

→ Redesign the Home page

→ Create a new second level page used by the Departments to provide News or highlight information

The new five main areas and the content providing

Area name	Content
1. HRD & Administration	Practical information from the HRD department
2. Services	Information from various management and support services of the ILO
3. Information Resources	A compilation of various sources of information, databases, and other work-related resources
4. Lifestyle in HQ	A compilation of practical information sources that might make life in HQ and Geneva a little bit easier and a little more fun
5. HQ and field offices	Direct links to the various ILO Offices, Departments, and Programmes

Area name	Departments providing content for:	
	What's new	Highlights and Advertising boxes
0. Home page	→ Public Information (DCOMM) → Director-General's Office (CABINET) →	DCOMM
1. HRD & Administration	→ Human Resources Development (HRD)	HRD
2. Services	→ Publications (PUBL) → Information Technology and Communications (ITCOM) → Relations, Meetings and Document Services (RELCONF) → Internal Administration (INTER) → Human Resources Development (HRD) → Financial Services (FINANCE) → Legal Services (JUR) → Programming and Management (PROGRAM) → International Training Centre (TURIN) → Ombudspersons office → Director-General's Office (CABINET)	DCOMM
3. Information Resources	None	DCOMM
4. Lifestyle in HQ	?????	DCOMM
5. HQ and field offices	None	None

General navigation site map

Level 0 → **Home page**

Level 1 → **Section main page**

Level 2 → **Sub-section pages**

Level 3 → **Departmental Web sites destination pages**

Intranet level

0.1 General Search

0.2 Staff list

0.3 Site map

0.4 Site Index

0. Intranet Home page

1. HRD & Administration
What's new
- **1.1** Basics
- **1.2** Benefits and entitlements
- **1.3** Careers and staff development
- **1.4** Health and welfare
- **1.5** Security in the field

2. Services
What's new
- **2.1** Management services
- **2.2** Support services

3. Information Resources
- **3.1** Work-related resources
- **3.2** Virtual forums
- **3.3** Newsletters

4. Lifestyle in HQ
What's new
- **4.1** Inside
- **4.2** Outside
- **4.2 A** Transport
- **4.2 B** Places of residence
- **4.2 C** Education
- **4.2 D** Places of worship
- **4.2 E** Social and cultural activities
- **4.2 F** Health
- **4.2 G** Insurance
- **4.2 H** Civil and emergency services
- **4.2 I** Miscellaneous

5 HQ and Field Offices
- **5.1** Head Quarter
- **5.2** Field offices

Departmental level

Destination pages
These might be:

→ **Home pages of the departmental web sites**

→ **Internal pages of the departmental web sites**

Intranet header present in any department web site
The header makes it possible to the user to go back to:

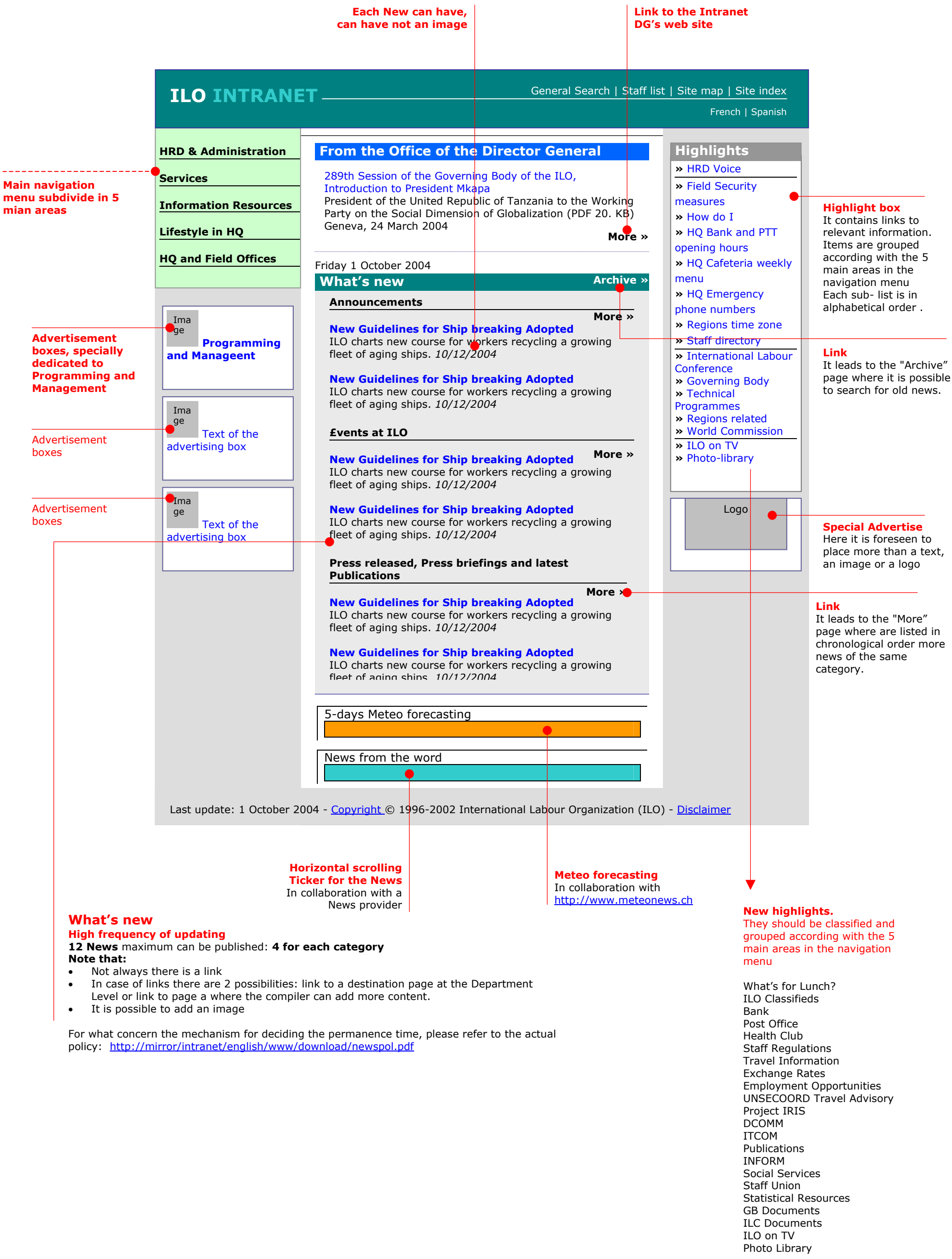
→ Intranet Sub-section pages

→ Intranet Section main pages

→ Intranet Home Page

→ Intranet

0. Home Page



What's new

High frequency of updating

12 News maximum can be published: **4 for each category**

Note that:

- Not always there is a link
- In case of links there are 2 possibilities: link to a destination page at the Department Level or link to page a where the compiler can add more content.
- It is possible to add an image

For what concern the mechanism for deciding the permanence time, please refer to the actual policy: http://mirror/intranet/english/www/download/newspol.pdf

What's for Lunch?
ILO Classifieds
Bank
Post Office
Health Club
Staff Regulations
Travel Information
Exchange Rates
Employment Opportunities
UNSECOORD Travel Advisory
Project IRIS
DCOMM
ITCOM
Publications
INFORM
Social Services
Staff Union
Statistical Resources
GB Documents
ILC Documents
ILO on TV
Photo Library

1. HRD & Administration

Navigation map and content hierarchy

Level 0 → **Home page**

Level 1 → **Section main page**

Level 2 → **Sub-section pages**

Level 3 → **Departmental Web sites destination pages**

Intranet level

In case there is no News
The user goes directly to the first sub-section page

Intranet Home page

1. HRD & Administration

What's new

Departmental level

1.1 Basics

- Chief Executives Board for Coordination (CEB)
- Collective Agreements
- Daily Subsistence Allowance Rates (DSA)
- Exchange rates: UN
- External Office Manual
- HR Strategy
- HRD circulars
- Rules Governing Conditions of Service of Short-Term Officials
- Rules Governing Conditions of Services of Branch Offices
- Staff Regulations
- Standards of conduct
- Travel information (French only)
- UN Common System (ICSC)
- United Nations Joint Staff Pension Fund
- Who does what

1.2 Benefits and entitlements

- Compensation claims
- Education grants
- Family allowance
- Group life and invalidity insurance
- Leave
- Pension Fund
- Rental subsidy
- Salaries
- Staff Health Insurance Fund (SHIF)
- Statutory travel
- Thrift Fund

1.3 Careers and staff development

- Assessment Centres (ACs)
- Competencies
- Contract types
- Employment opportunities/vacancies
- Job grading/classification
- Learning programmes
- Performance management
- Personal Development Plans (PDPs)
- Staff movements

1.4 Health and welfare

- Advice for new staff members
- Health Services Unit

1.5 Security in the field

- Field contacts
- Overview
- Personal security tips
- Rules and standards
- Security phases
- Training (interactive course)
- Travel security clearance
- UNSECOORD travel advisory

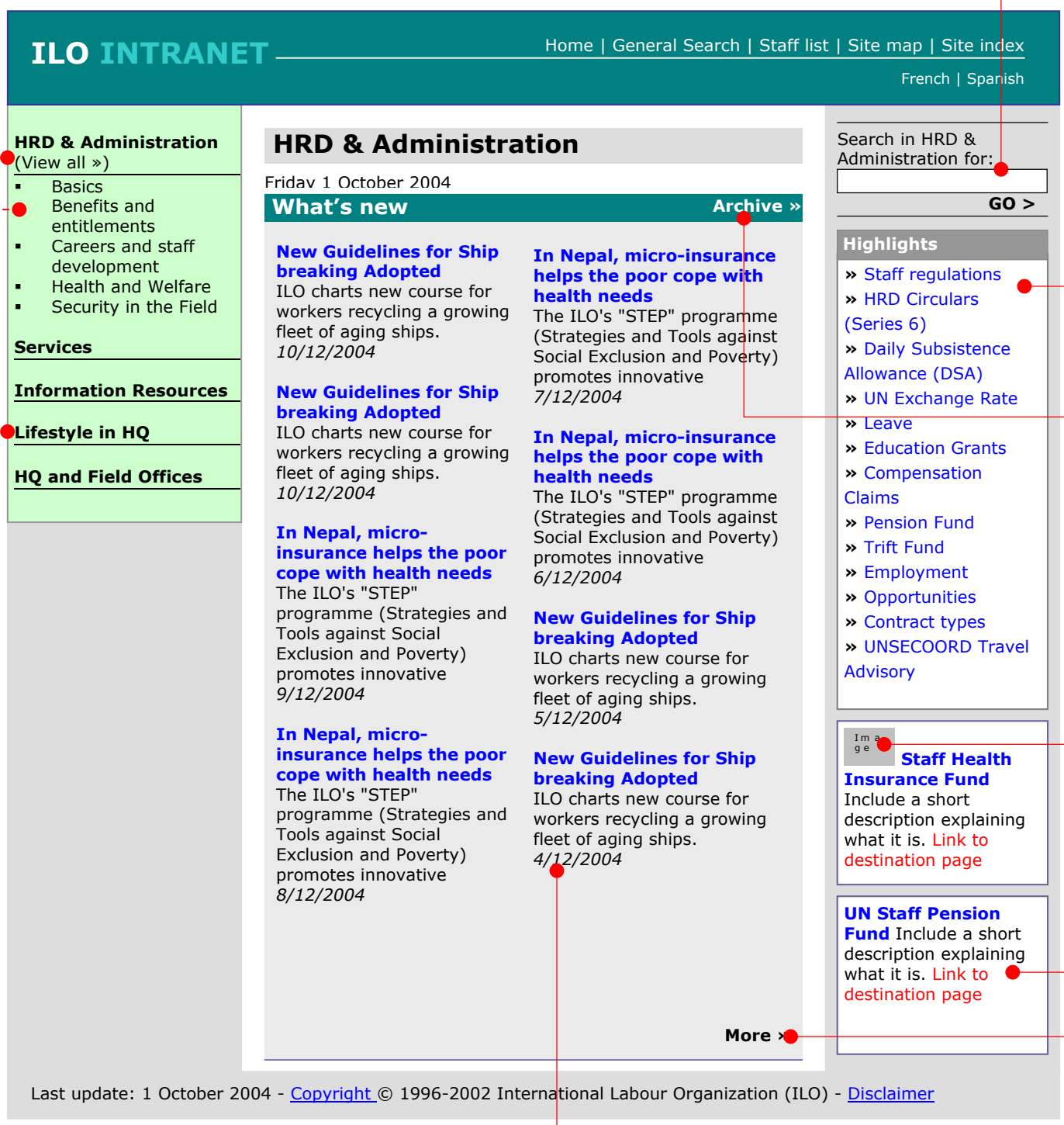
1. HRD & Administration

Section page, case A (many news)

General notes
The main page of the HRD & Administration section presents the latest News.

Search feature
for searching by word in this section.

View all The selection of this link loads a page with the complete list of links at the third level grouped by the second level Items (Basic, Benefits and entitlements etc.)



Second level navigation
Each sub-topic is a link leading to a page with the list of links (the third level)

Main navigation menu

Highlight box
It contains links to relevant information
The list is in alphabetical order

Link
It leads to the "Archive" page where it is possible to search for old news.

Advertisement boxes

Link
It leads to the "More" page where are listed in chronological order more news.

What's new

High frequency of updating
Each New has a blurb. 8 news maximum can be published.

For what concern the mechanism for deciding the permanence time, please refer to the actual policy:
http://mirror/intranet/english/www/download/newspol.pdf

Things still to be decided

Feasibility of the Search by word feature.
The idea is to configure the search facilty, at the moment working on the Intranet in general (HTIDG - see http://www.htdig.org/), in order to address it to search only inside some web sites (web directories).
I mean those web sites (web directories) that are classified under each main topic.
By doing this we narrow the research to the related context: HRD & Administration, Services etc. So the resulting list of items shuould be more accurate.

The real problem is represented by Dynamic web site pages: it seems that the HTIDG search is not able to search inside Database tables, it is only able to search for words in files and therefore in static web site pages (files in file system).

In any case i'm not sure the last statement is true, maybe we will discover that the HTIDG search facility is able also to look into database.

Another issue, not technical, for the feasibility of using the search facility is to list how many pages/information are Dinamically generated in each main topics. So in case a main topic is mainly made up by pages/information dynamically generated, then the search engine becomes not applicable.

1. HRD & Administration

Section page, case B (no news)

What's new
Link to get back to the what's new page.

View all The selection of this link loads a page with the complete list of links at the third level grouped by the second level Items (Basic, Benefits and entitlements etc.)

ILO INTRANET

Home | General Search | Staff list | Site map | Site index

French | Spanish

HRD & Administration (View all »)

- Basics
- Benefits and entitlements
- Careers and staff development
- Health and Welfare
- Security in the Field

Services

Information Resources

Lifestyle in HQ

HQ and Field Offices

Second level navigation
Each sub-topic is a link leading to a page with the list of links (the third level)

Main navigation menu

HRD & Administration

What's new >

Basics

In alphabetical order

- Chief Executives Board for Coordination (CEB)
- Collective Agreements
- Daily Subsistence Allowance Rates (DSA)
- Exchange rates: UN
- External Office Manual
- HR Strategy
- HRD circulars
- Rules Governing Conditions of Service of Short-Term Officials
- Rules Governing Conditions of Services of Branch Offices
- Staff Regulations
- Standards of conduct
- Travel information (French only)
- UN Common System (ICSC)
- United Nations Joint Staff Pension Fund
- Who does what

Search in HRD & Administration for:

GO >

Search feature
for searching by word in this section.

Highlights

» Staff regulations
» HRD Circulars (Series 6)
» Daily Subsistence Allowance (DSA)
» UN Exchange Rate
» Leave
» Education Grants
» Compensation Claims
» Pension Fund
» Trift Fund
» Employment
» Opportunities
» Contract types
» UNSECOORD Travel Advisory

Highlight box
It contains links to relevant information
The list is in alphabetical order

Image **Staff Health Insurance Fund**
Include a short description explaining what it is. Link to destination page

UN Staff Pension Fund Include a short description explaining what it is. Link to destination page

Advertisement boxes

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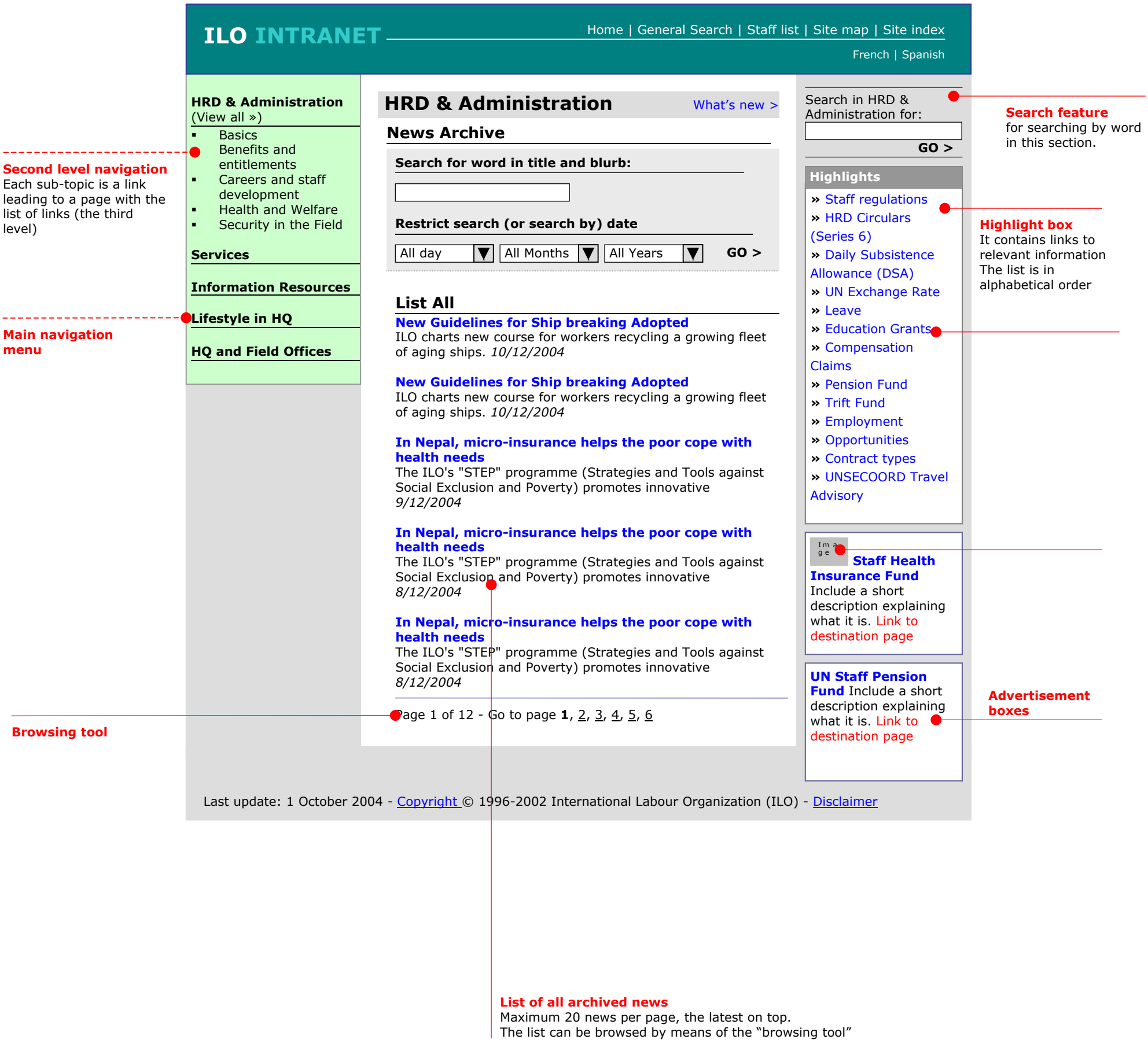
1. HRD & Administration

News Archive

General notes
The News Archive functioning is the same for all the section of the wee site. The following wireframe illustrates in detail how this section works. Note also that this the default, presenting the complete list of the archived news split in mere pages



Second level navigation
Each sub-topic is a link leading to a page with the list of links (the third level)

Main navigation menu

Browsing tool

Search feature
for searching by word in this section.

Highlight box
It contains links to relevant information
The list is in alphabetical order

Advertisement boxes

List of all archived news
Maximum 20 news per page, the latest on top.
The list can be browsed by means of the "browsing tool"

2. Services

Navigation map and content hierarchy

Level 0 → **Home page**

Level 1 → **Section main page**

Level 2 → **Sub-section pages**

Level 3 → **Departmental Web sites destination pages**

Intranet level

Intranet Home page

2. Services

What's new

In case there is no News
The user goes directly to the first sub-section page

2.1 Management services

2.2 Support services

Departmental level

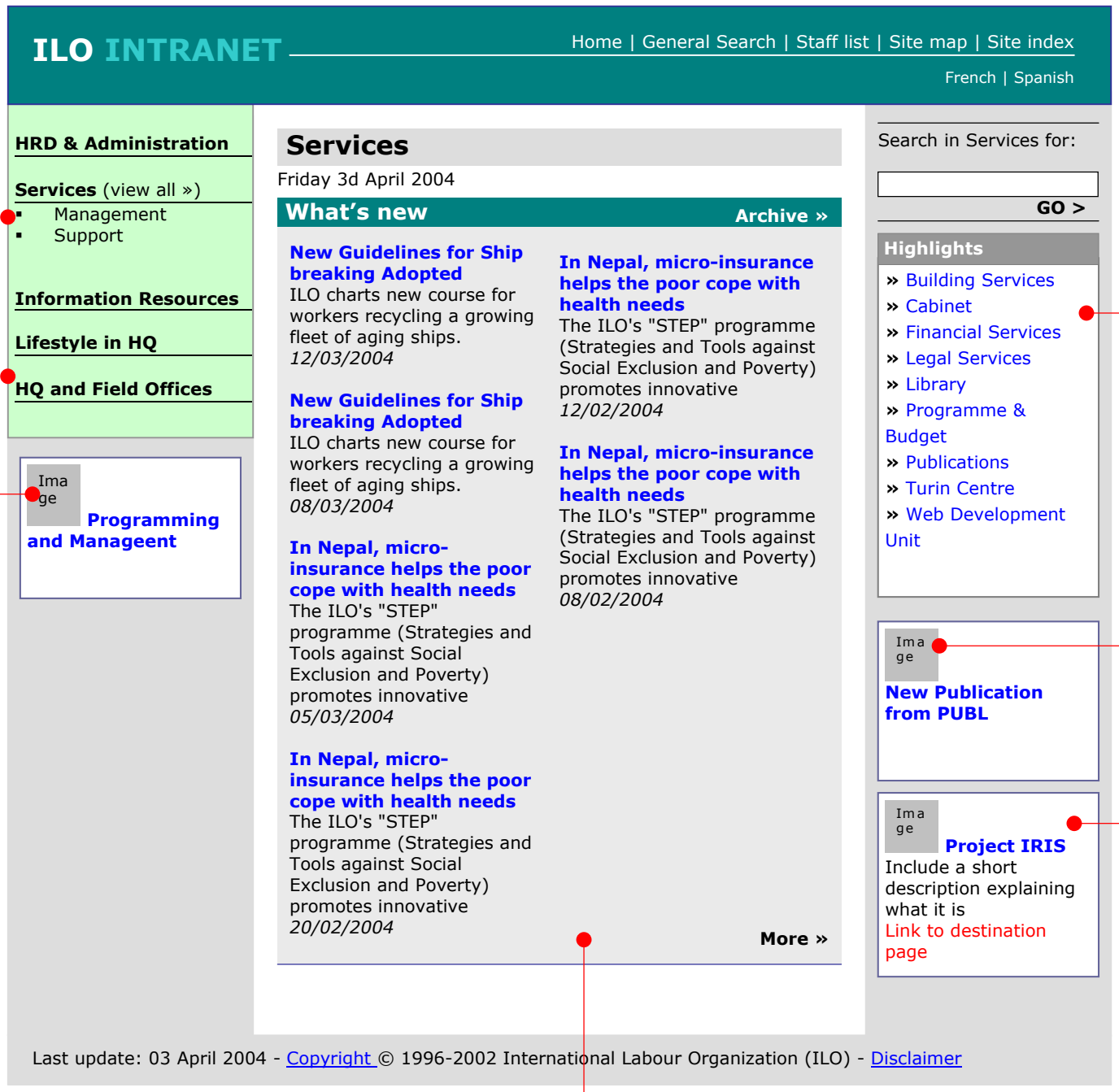
- Cabinet
- Development Cooperation
- Financial services
- Human Resources Development
- Legal Services
- Programming and Management
- Project IRIS
- Relations, meetings and document services

- Communications
- Information Technology
- Library
- Procurement
- Publications
- Web Development
- Ombudsperson
- Staff Union
- Building Services (INTER)
- TURIN Centre
- Social Services
- Administrative Tribunal
- Health Services
- Joint Panel

2. Services

The main page: What's new

General notes
The main page of the Services section presents the latest News.



Second level navigation
Each sub-topic is a link leading to a page with the list of links

Main navigation menu

Advertisement boxes, specially dedicated to Programming and Management

Highlight box
It contains links to relevant information
The list is in alphabetical order

Image
Thumbnail of the bookcover

Advertisement boxes

What's new
High frequency of updating
Each New has a blurb. 8 news maximum can be published.

3. Information Resources

Navigation map and content hierarchy

Level 0 → **Home page**

Level 1 → **Section main page**

Level 2 → **Sub-section pages**

Level 3 → **Departmental Web sites destination pages**

Intranet level

Intranet Home page → **3. Information Resources**

3.1 Work-related resources

- Brio Information Access Portal
- Databases
- External Relations and Partnerships
- External websites
- Governing Body documents
- ILO Terminology
- ILO Thesaurus
- International Labour Conference documents
- Internet resources
- Latest Ratifications
- Legal information
- Library
- Meetings
- Non-Governmental Organizations
- Official correspondence
- Organization Chart
- Press releases
- Publication resources
- Registry (French only)
- Search Institutions
- Statistical resources
- UN Extranet
- Unit Objectives
- United Nations Organizations
- WorkGate

3.2 Virtual Forums

- Employment-intensive investment
- ILO Virtual Forums (UBB)
- Institute Network on Organized Labour
- Labour law
- Trade unions

3.3 Newsletters

- African Newsletter on Occupational Health and Safety
- Asian Pacific Newsletter on Occupational Health and Safety
- Bi-annual Newsletter of the Regional Office for Africa
- CIS Newsletters
- Gender Equality in the World of Work Newsletter
- Getting closer in the Employment Sector
- Human Rights@Work
- ILO Focus - Newsletter of the WBO
- ILO London Branch Office Newsletter
- ILO Rome Branch Office Newsletter (in Italian)
- ILO SRO-Budapest Virtual Newsletter
- ILO-Nachrichten (in German)
- InFocus Programme on Socio-Economic Security - Newsletter
- Newsletter of the ILO Caribbean Office

Departmental level

2. Information Resources

The main page: without News

General notes

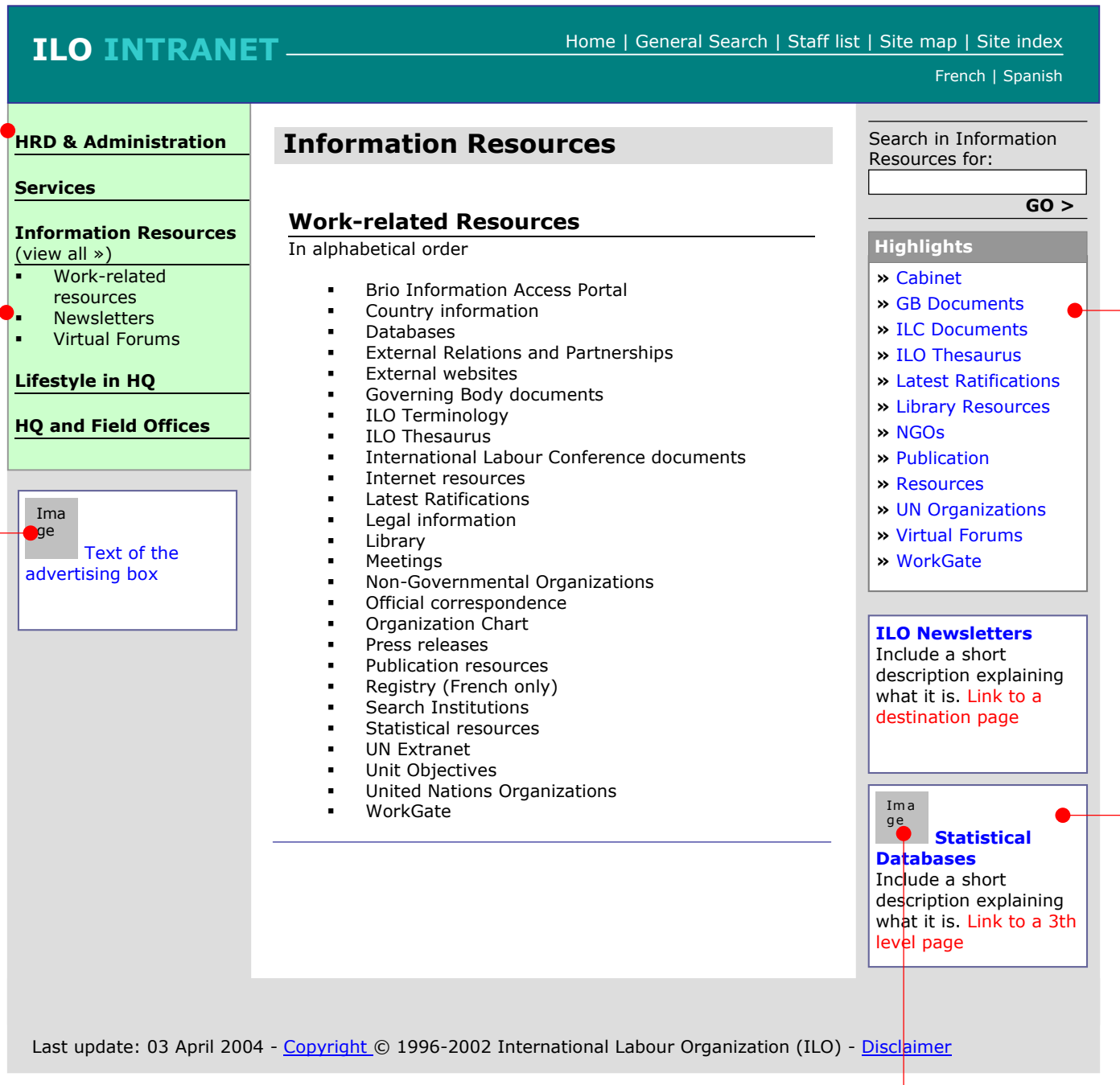
For this section of the site News are not foreseen, so the main page of the Services section presents the third level links

Main navigation menu

Second level navigation
Each sub-topic is a link leading to a page with the list of links

Advertisement boxes
Advertisement boxes may be placed also on the left part of the page, under the main navigation menu.

In this case, it is up to the person dealing with the data entry tool to decide where to position the advertisement boxes (on the left/right part of the page).



Highlight box
It contains links to relevant information
The list is in alphabetical order

Advertisement boxes

Image
Not aways it is presents

4. Lifestyle in HQ

Navigation map and content hierarchy, part A

Level 0 → **Home page**

Level 1 → **Section main page**

Level 2 → **Sub-section pages**

Level 3 → **Departmental Web sites destination pages**

Intranet level

Intranet Home page

4. Lifestyle in HQ
What's new

In case there is no News
The user goes directly to the first sub-section page

4.1 Inside

4.2 Outside

4.2.A Transport

4.2.B Places of residence

4.2.C Education

Departmental level

- Bank Schedule
- Dining at the ILO
- Health Club Schedule and Membership
- ILO Classifieds
- Language lessons
- Local and national holidays
- Naville Schedule
- Official holidays
- Parking your bike
- Parking your car
- Post Office Schedule
  - R1 Cafeteria
  - R2 Cafeteria
  - Rs Restaurant
- School holidays in local schools
- Showers
- Sports and Leisure Society Groups and Schedules
- The ILO social welfare officer

- Geneva Interactive Map
- Living in the Canton of Vaud
- Living in the Geneva area
- Switzerland our host country

- Bicycle licences
- Buses, trams and trolleybuses,
- Car hire
- Diplomatic number plates
- Driving licences
- Michelin Online Interactive Roadmap
  - Public Transport Corporation (TPG)
- Taxes on motor vehicles
- Taxis
- Trains (CFC)
- Your arrival in Geneva

- Hotels
- Inventories
- Leases
- Purchasing living accommodation
- Real Estate Agencies
- Rented accommodation
  - Societé du Cautionnement

- Au pair girls
- Babysitters
- Child-minding families
- Crèches
- Day nurseries
- Extracurricular activities
- Handicapped children
- Nursery schools
- Schooling

4. Lifestyle in HQ

Navigation map and content hierarchy, part B

Level 0 → **Home page**

Level 1 → **Section main page**

Level 2 → **Sub-section pages**

Level 3 → **Departmental Web sites destination pages**

Intranet level

Departmental level

4.2.D Places of worship
- Christian
- Jewish
- Muslim
- Others

4.2.E Social and cultural activities
- Associations
- Bookshops, libraries
- Clubs
- Museums, art galleries, cinemas
- Music
- Newspapers
- Restaurants, Bars, Social Clubs
- Sports
- Theatres

4.2.F Health
- Children up to 15 years of age
- Dental clinics
- Dispensing chemists on call
- Emergency home visits
- Eye clinics
- Gynecology & obstetrics
- If you have to go to hospital
- Local medical centres
- Poisoning
- Psychiatric Care and Counseling
- Public medical institutions
- Vaccinations

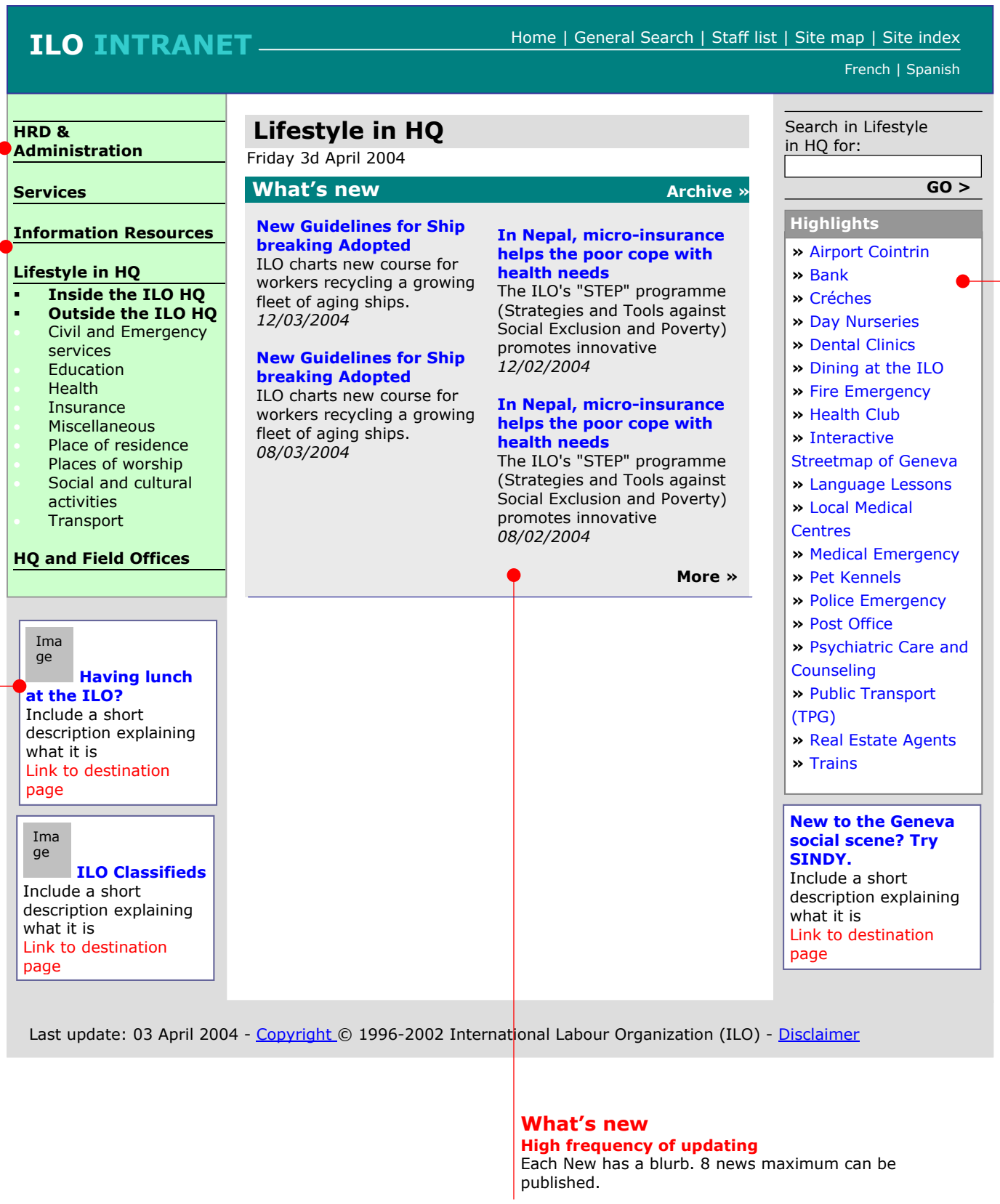
4.2.G Insurance
- Assurance ménage (general insurance)
- Car insurance
- Supplementary Insurance
- Whole-life and disablement insurance (Van Breda)

4.2.H Civil and emergency services
- Fire Emergency
- Medical Care Emergency
- Police Emergency
- Psychiatric Care Emergency

4.2.I Miscellaneous
- Crossing the border - identity papers and other documents
- Dogs and cats
- Guinea-pigs, hamsters and canaries
- Importing plants
- Protected species
- Purchases outside Switzerland
- Returning to Switzerland or France after travelling abroad

4. Lifestyle in HQ

The main page: what's new



Main navigaon menu

Second level navigation
Each sub-topic is a link leading to a page with the list of links

Highlight box
It contains links to relevant information
The list is in alphabetical order

Advertisement boxes
Advertisement boxes may be placed also on the left part of the page, under the main navigation menu.

In this case, it is up to the person dealing with the data entry tool to decide where to position the advertisement boxes (on the left/right part of the page).

What's new
High frequency of updating
Each New has a blurb. 8 news maximum can be published.

5. HQ and Field Offices

Navigation map and content hierarchy, part A

Level 0 → **Home page**

Level 1 → **Section main page**

Level 2 → **Sub-section pages**

Level 3 → **Departmental Web sites destination pages**

Intranet level

In case there is no News
The user goes directly to the first sub-section page

5.1 Head Quarter

Intranet Home page

5. HQ and Field Offices

Departmental level

Sectors

Standards and Fundamental Principles and Rights at Work (STANDARDS)
- o InFocus Programme on Promoting the Declaration (DECLARATION)
- o International Labour Standards (NORMES)
  - Indigenous and Tribal Peoples
  - Project to Promote ILO Convention No. 169
- o International Programme on the Elimination of Child Labour: IPEC (IPEC)
- o Relations, Meetings and Document Services (RELCONF)

Employment (EMPLOYMENT)
- o Cooperatives (COOP)
- o Employment Intensive Investment (EMP/INVEST)
- o Employment Strategy (EMP/STRAT)
- o Gender Promotion (GENPROM)
- o InFocus Programme on Boosting Employment through Small Enterprise Development (IFP/SEED)
- o InFocus Programme on Crisis Response and Reconstruction (IFP/CRISIS)
- o Job Creation and Enterprise Development (EMP/ENT)
- o Local Economic Development (LED)
- o Management & Corporate Citizenship Programme (MCC)
- o Multinational Enterprises (MULTI)
- o Recovery and Reconstruction (EMP/RECON)
- o Skills Development: InFocus Programme on Skills, Knowledge and Employability (IFP/SKILLS)
- o Social Finance

Social Protection (PROTECTION)
- o Conditions of Work (CONDIT)
- o Financial, Actuarial and Statistical Services (SOC/FAS)
- o HIV/AIDS (ILO/AIDS) - Public
- o InFocus Programme on Safety and Health at Work and the Environment (SAFEWORK)
- o InFocus Programme on Socio-Economic Security (IFP/SES)
- o International Migration (MIGRANT)
- o Social Security Policy and Development (SOC/POL)
- o Strategies and Tools Against Social Exclusion and Poverty

Social Dialogue (DIALOGUE)
- o Employers' Activities (ACT/EMP)
- o InFocus Programme on Social Dialogue, Labour Law and Labour Administration (IFP/DIALOGUE)
- o Sectoral Activities (SECTOR)
- o Workers' Activities (ACTRAV)

Support services
- o Financial Services (FINANCE)
- o Information Technology and Communications (ITCOM)
- o Internal Administration (INTER)
- o Library and Information Services (INFORM)

Reporting to the DG
- o Branch Office: Tokyo (TOKYO/BO)
- o Director-General's Office (CABINET)
- o External Relations and Partnerships (EXREL)
- o Gender Equality (GENDER)
- o Human Resources Development (HRD)
- o International Institute for Labour Studies (INST)
- o International Training Centre (TURIN)
- o Legal Services (JUR)
- o New York Liaison Office (NYLO) - Intranet
- o Office of Internal Audit and Oversight (IAO)
- o Policy Integration (INTEGRATION)
- o Programming and Management (PROGRAM)
- o Public Information (DCOMM)
- o Statistics (STAT)

Association
- o International Social Security Association (ISSA)
- o Sports & Leisure Association of the ILO
- o Staff Union

Administrative Tribunal → **WARNING! Exception to the rule**
This is not a second level item. The link leads directly to the web site

5. HQ and Field Offices

Navigation map and content hierarchy, part B

Level 0 → **Home page**

Level 1 → **Section main page**

Level 2 → **Sub-section pages**

Level 3 → **Departmental Web sites destination pages**

Intranet level

5.2 Field offices

Departmental level

- **Regions and Technical Cooperation (REGIONS)**
- **Development Cooperation (CODEV)**
- **Field Programmes in Africa (AFRICA)**
- Regional Office for Africa: Abidjan
- Subregional Office for Central Africa: SRO-Yaoundé
- Subregional Office for East Africa: SRO-Addis Ababa
- Subregional Office for North Africa: SRO-Cairo
- Subregional Office for Southern Africa: SRO-Harare
- Subregional Office for West Africa: SRO-Abidjan
- Regional Office for Africa: RO-Abidjan
- Subregional Office for the Sahel Region: SRO-Dakar
- **Field Programmes in Latin America and the Caribbean (AMERICAS)**
- Regional Office for Latin America and the Caribbean: RO-Lima
- Subregional Office for the Andean Countries: SRO-Lima
- Subregional Office for the Caribbean: SRO-Port of Spain
- Mercosur Laboral (Mercolab)
- ILO Office in Brazil: ILO-Brasilia
- ILO Office in Argentina: ILO-Buenos Aires
- ILO Office for Mexico and Cuba: ILO-Mexico
- Subregional Office for Central America: ILO-San José
- Inter-American Research and Documentation Centre on Vocational Training (CINTERFOR)
- Subregional Office for the South Cone of Latin America: SRO-Santiago
- **Field Programmes in Arab States (ARABSTATES)**
- Regional Office for the Arab States: RO-Beirut
- Field Programmes in Asia and the Pacific (ASIA)
- **Regional Office for Asia and the Pacific: RO-Bangkok**
- Subregional Office for East Asia: SRO-Bangkok
- Subregional Office for South Asia: SRO-New Delhi
- Subregional Office for South-East Asia and the Pacific: SRO-Manila
- ILO Office for China and Mongolia: ILO-Beijing
- ILO Office in Sri Lanka: ILO-Colombo
- ILO Office in Indonesia: ILO-Jakarta
- Subregional Office for South Asia: SRO-New Delhi
- ILO Office for Fiji, Papua New Guinea, Solomon Islands, Kiribati and other South Pacific islands: ILO-Suva
- ILO Office in Japan: ILO-Tokyo
- ILO Office in Nepal: ILO-Kathmandu
- **Field Programmes in Europe and Central Asia (EUROPE)**
- Regional Office for Europe and Central Asia: Geneva
- Subregional Office for Central and Eastern Europe: SRO-Budapest
- Subregional Office for Eastern Europe and Central Asia: SRO-Moscow
- ILO Office in Turkey: ILO-Ankara
- ILO Office in Germany: ILO-Bonn
- ILO Office for the United Kingdom and Ireland: ILO-London
- ILO Office in Spain: ILO-Madrid
- ILO Office in France: ILO-Paris
- ILO Office for Italy and San Marino: ILO-Rome
- ILO Office for the European Union and the Benelux countries: ILO-Brussels
- **Policy Integration (INTEGRATION)**

5. HQ and Field Offices

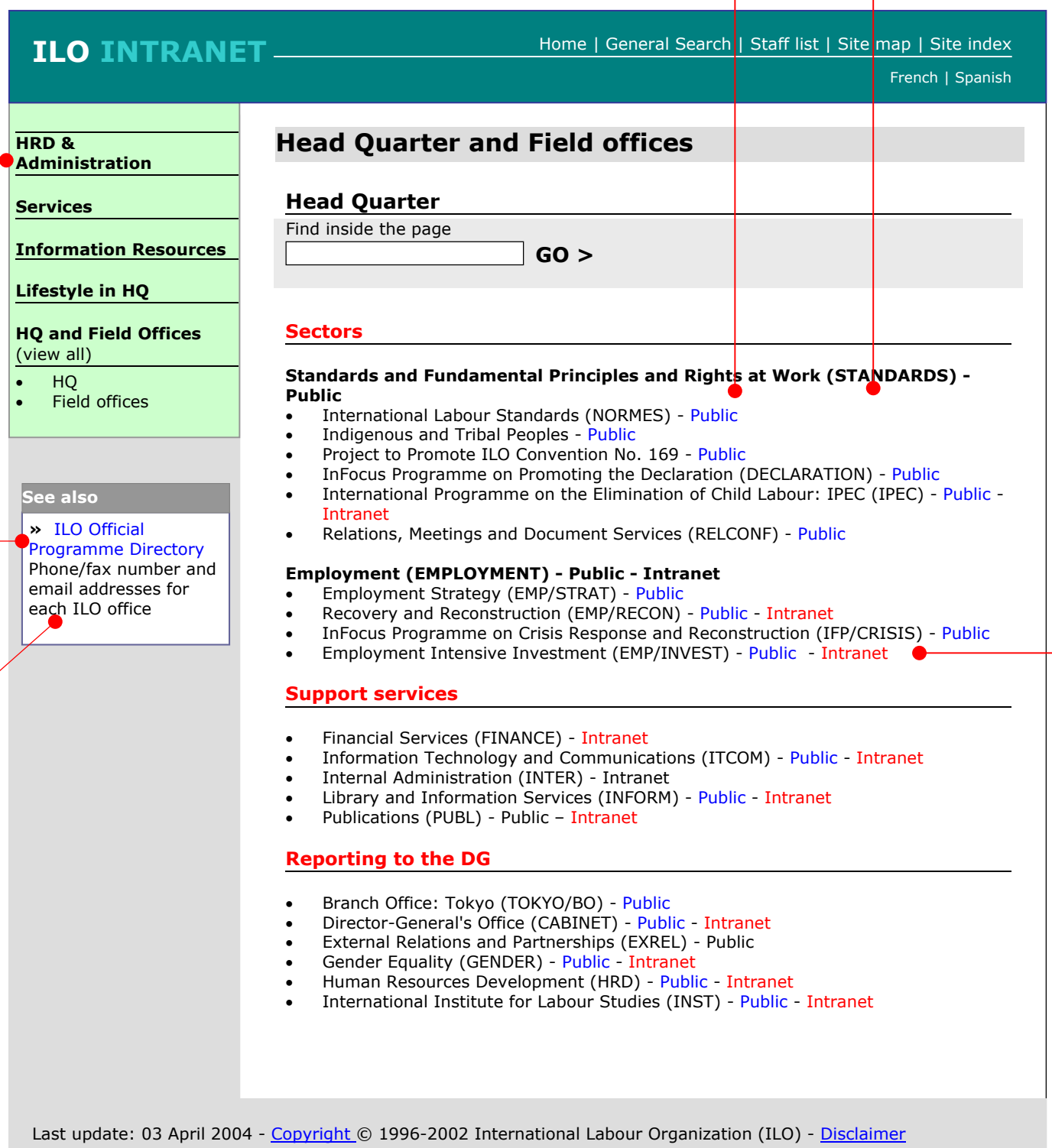
The main page: without News

General notes

For this section of the site News are not foreseen, so the main page of the Services section presents the third level links

WARNING
The page contains the complete list of the working units at ILO both in HQ and in the fields, also those have not a Public or an Intranet web site.

Note that
The list is further grouped by:
→ Head Quarter
→ Field offices



Main navigation menu
Note it is close because we are out of the hierachical navigation

See also box
Contains link related to the page content

NOTE THAT
This link was in the "Staff list" page.

Note that
We can se 2 different colors in order to distinguish the Intranet web site from the Public one

Future plans

For the future, once the Intranet would adopt the WCMS as publishing technology, it is foreseen to improve this section adding, for each Sector, Department, Bureau and Programme giving contact information: Unit address, contact person name and surname, email, phone numbers etc.

This kind of information is managed by DOSCOM, but it is still on static web site pages (see: http://mirror/public/english/depts/dir.htm).
We can foresee, once adopted the WCMS, to manage them electronically, creating a Database interfaced with the web.

Complementary navigation menu

0.2 Staff list

General notes

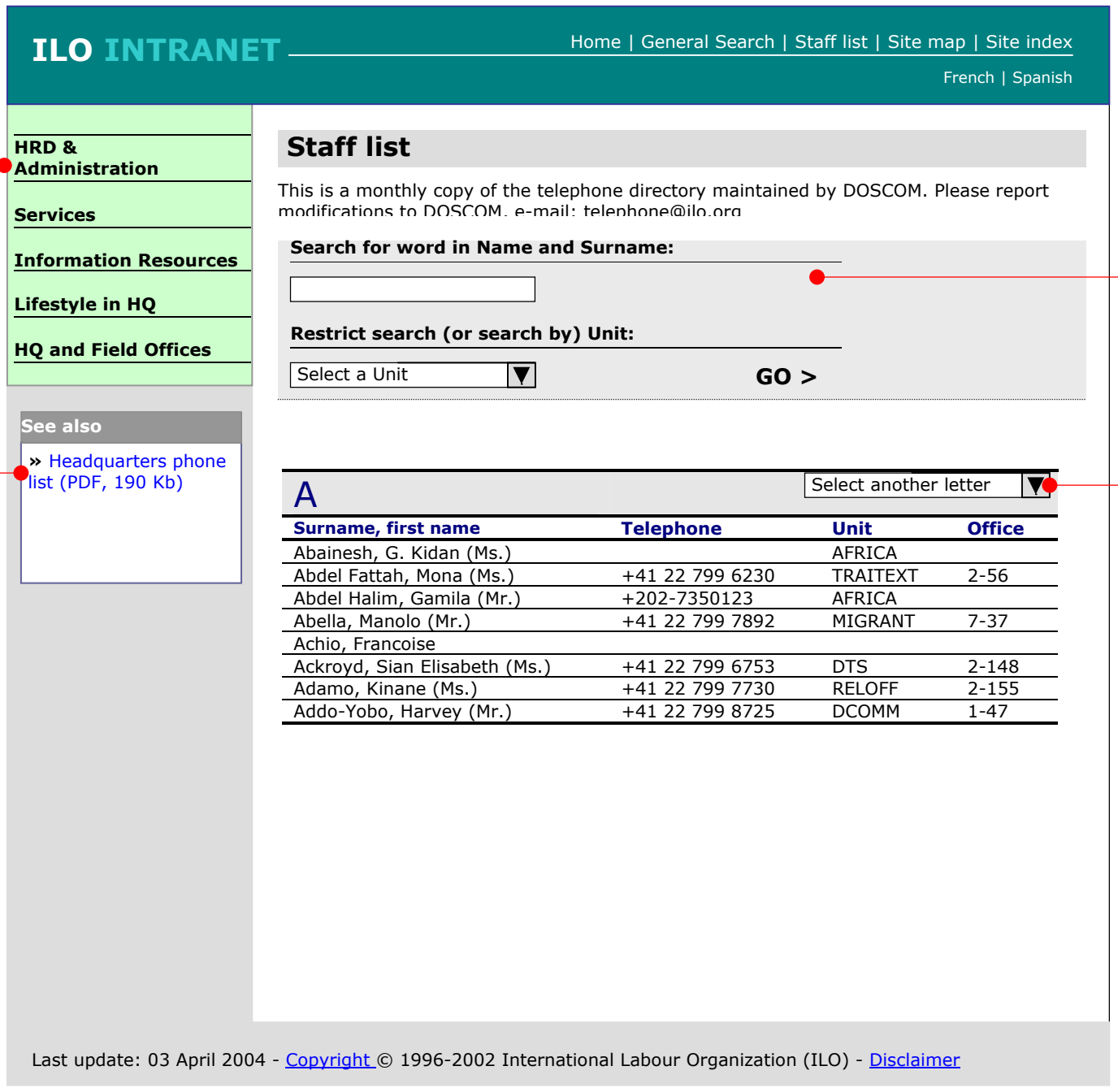
- **Note that all the pages belonging to the "Complementary navigation" don't contain Advertising boxes and Highlights area**
- By default the main page shows the list of the initial A. Note that an improvement is foreseen concerning the search features.

Main navigation menu
Note it is close because we are out of the hierachical navigation

See also box
Contains link related to the page content

Search mask
The 2 fields are in AND logic. But it is possible to use both in a separated manner.

Pull-down menu
For browsing through all the alphabet



Complementary navigation menu

0.3 Site map

General notes
By default the main page shows the first 2 levels

Third level
The third level is visible when the user selects any of the third level items.
The feature to have the whole tree (the site index) expanded on the page is not suitable due to the amount of items.

Expand to view all
It is also possible to view the whole tree (for any main topic) selecting the related link to the main section name.

Main navigation menu
Note it is close because we are out of the hierachical navigation

ILO INTRANET

Home | General Search | Staff list | Site map | Site index

French | Spanish

- **HRD & Administration**
- **Services**
- **Information Resources**
- **Lifestyle in HQ**
- **HQ and Field Offices**

Site map

This is a monthly copy of the telephone directory maintained by DOSCOM. Please report modifications to DOSCOM, e-mail: telephone@ilo.org

HRD & Administration (expand to view all) — **1th** level

- Basics — **2nd** level
  - Chief Executives Board for Coordination (CEB)
  - Collective Agreements — **3th** level
  - Daily Subsistence Allowance Rates (DSA)
  - Exchange rates: UN
  - External Office Manual
  - HR Strategy
  - HRD circulars
  - Rules Governing Conditions of Service of Short-Term Officials
  - Rules Governing Conditions of Services of Branch Offices
  - Staff Regulations
  - Standards of conduct
  - Travel information (French only)
  - UN Common System (ICSC)
  - United Nations Joint Staff Pension Fund
  - Who does what
- Benefits and entitlements
- Careers and staff development
- Health and Welfare
- Security in the Field
- Unsecoord Travel Advisory

Services
- Management Services
- Support Services

Information Resources
- Databases
- Virtual Forums
- Newsletters

Lifestyle in HQ
- Inside the ILO HQ
- Outside the ILO HQ
  - Transport
  - Place of residence
  - Education
  - Places of Worship
  - Social and Cultural Activities
  - Health
  - Insurance
  - Civil and Emergency Services
  - Miscellaneous

Offices, Departments, and Programmes
(...)

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