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# Annex I

# Authorization for Payroll Deductions

I hereby authorize UNDP to deduct from my monthly payroll the amount specified below and remit it to United Nations Federal Credit Union for the deposit into my account mentioned below.

1. Is this a new UNFCU account? If “yes” please provide bank account number:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. For a one-time deduction, please add the amount using local currency only. You may request US Dollars only if your payroll disbursement currency is US Dollars: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. For a recurring deduction:

* Amount *(in local currency only. You may request US Dollars only if your payroll disbursement currency is US Dollars)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(*Deductions will not exceed your monthly salary disbursement)*

* Start date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* End date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Until further notice

**Agreement**

1. I hereby agree to UNDP policies and procedures governing UNFCU Share Account Management available at: [https://popp.undp.org/SitePages/POPPSubject.aspx?SBJID=29&Menu=BusinessUnit](https://popp.undp.org/node/11711).
2. Withdrawal from my UNFCU account and any UNFCU services availed by me will be bilaterally managed by me with UNFCU.
3. Once this request is processed, it must remain in effect for at least six months before a new request can be made.

Name (print): ­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Index Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_