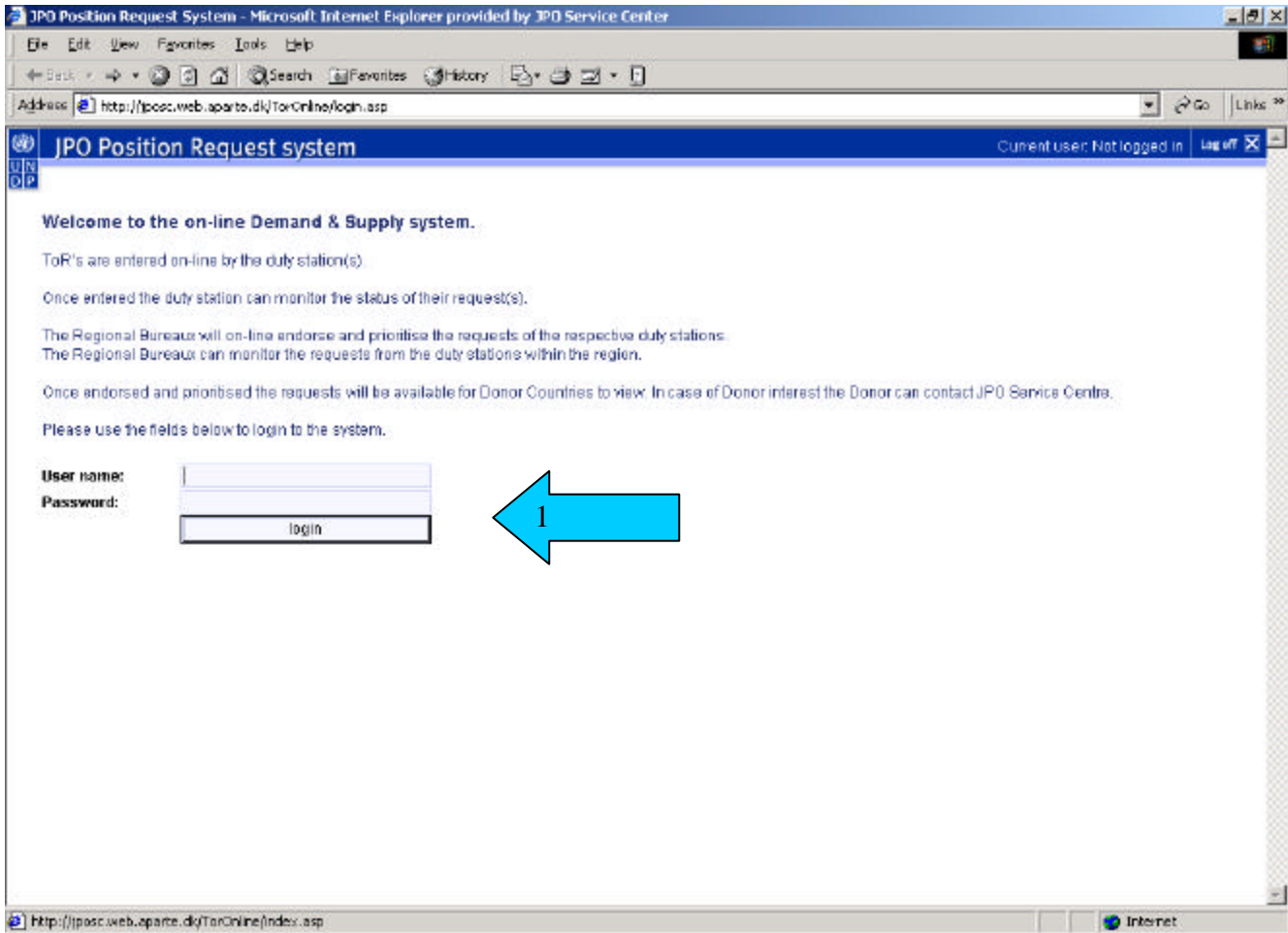




Donor User Manual JPO Request System www.jposc.org

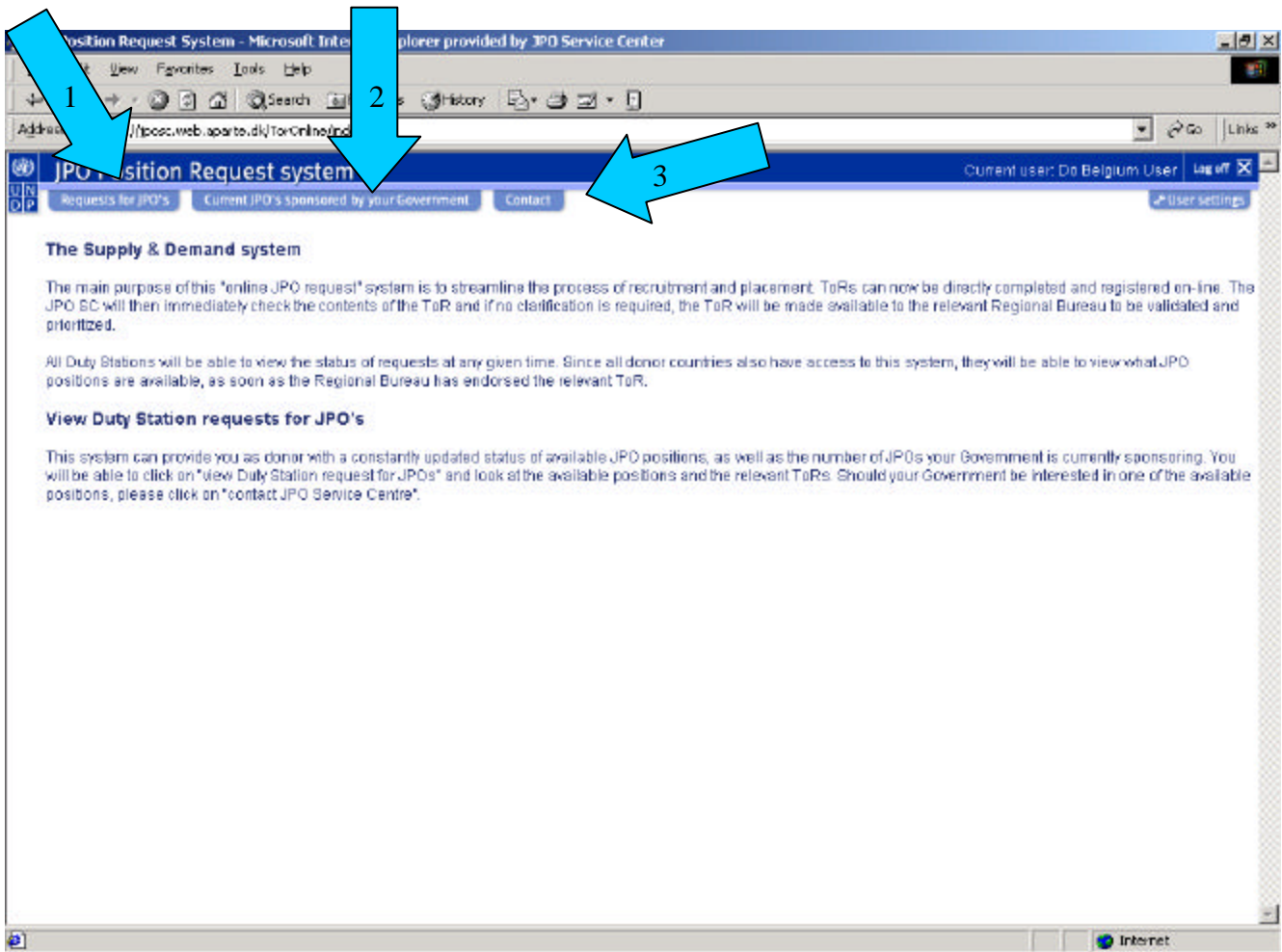
The main purpose of this **online JPO request system** is to streamline the process of recruitment and placement. ToRs can now be directly completed and registered on-line. The JPO SC will then immediately check the contents of the ToR and if no clarification is required, the ToR will be made available to the relevant Regional Bureau to be validated and prioritized.

All Duty Stations will be able to view the status of requests at any given time. Since all donor countries also have access to this system, they will be able to view what JPO positions are available, as soon as the Regional Bureau has endorsed the relevant ToR.



Login Screen

1. Please login with your supplied **user-name** and **password**. Please contact the administrator if you have not been supplied with a password.



View Duty Station Requests for JPOs

1. This system can provide you as donor with a constantly updated **Status of available JPO positions**,
2. as well as the number of **JPOs your Government is currently sponsoring**.
3. Should your Government be interested in one of the available positions, please click on **Contact**.

JPO Position Request System - Microsoft Internet Explorer provided by JPO Service Center

Address: http://www.bossc.org/TorOnline/TorListingDoc.asp?TorId=39

JPO Position Request system Current user: Da Belgium User Log off

Requests for JPO's Current JPO's sponsored by your Government Contact User settings

Requests for JPO's

	Duty Station	Agency / Fund	Sector of Assignment	Date of Submission	Date of endowment by RB	Firm commitment / Status
+	New Delhi	LOL	Agriculture, food security and rural development	06/10/2002	10/07/2002	- Ear-marked
+	Hanoi		Energy and environment	10/06/2002	10/13/2002	- Unfilled
+	Hanoi		Agriculture, food security and rural development	10/06/2002	10/15/2002	-
+	Hanoi		Energy and environment	10/06/2002	-	✓ Filled (EOD/assigned)
+	New Delhi	OTY	Crisis prevention, humanitarian relief and recovery	10/12/2002	10/15/2002	- Filled (EOD/assigned)
+	Hanoi	UNDP	Business and administrative management	10/15/2002	10/15/2002	- Unfilled
+	Hanoi	Jkhk	ICT	10/16/2002	10/15/2002	- Unfilled
-	New Delhi	khjkhj	Business and administrative management	10/16/2002	10/16/2002	-

1

Date of quality control: 10/16/2002

Target Recruitment date: -

Donor / Candidate Agreement: -

Duty Station Acceptance: -

Estimated EOD: -

Actual EOD: -

TOR: [Read it here...](#) [Print ToR...](#)

Organigram: NA

Comments: -

+	Hanoi	UNFPA	Agriculture, food security and rural development	10/16/2002	10/16/2002	-
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View Duty Station Requests for JPOs - continued

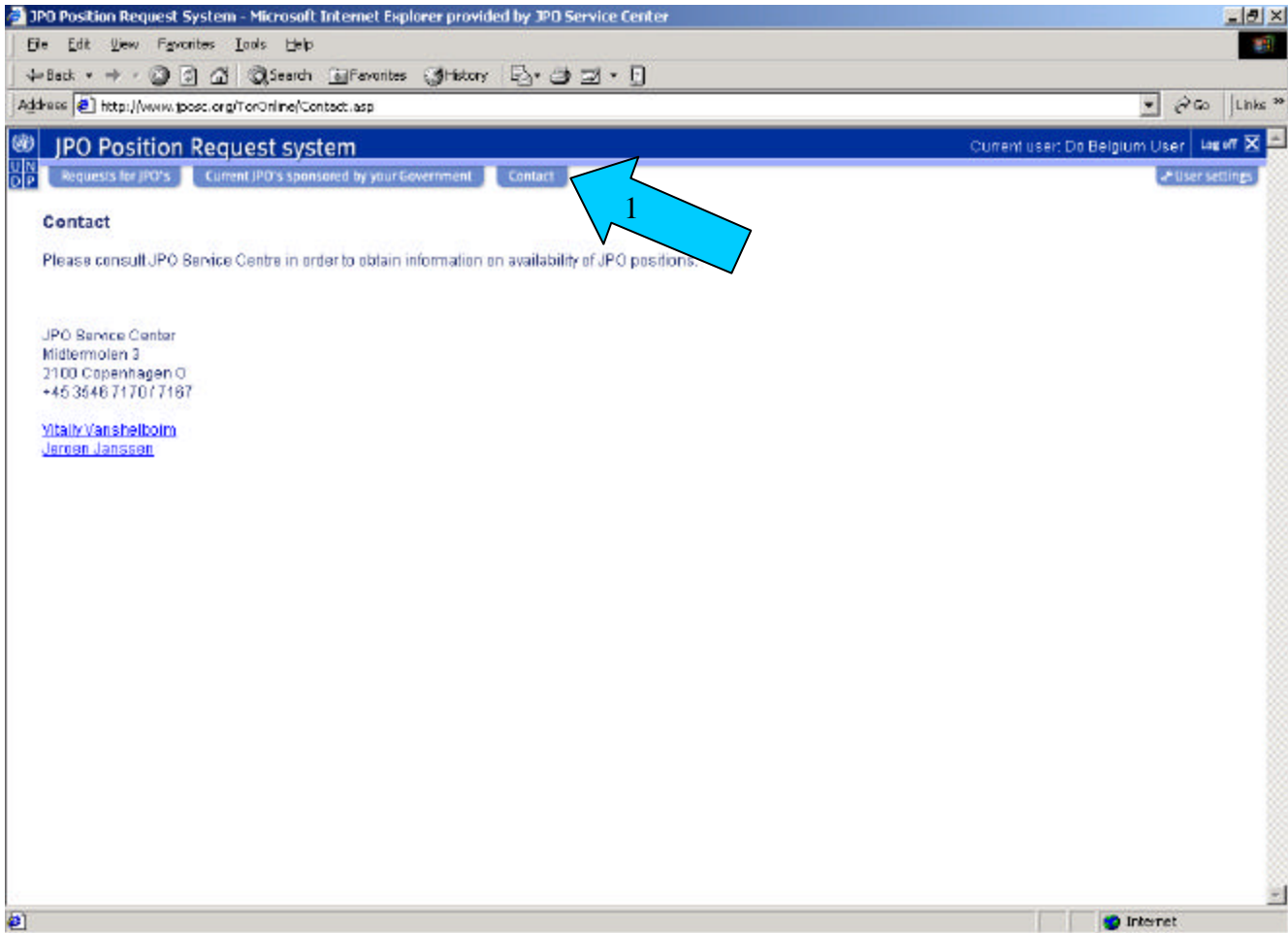
1. When you are viewing **Request for JPOs screen**, it is possible to expand the lines by clicking **+**. This will provide you with additional information.

Current JPO's Sponsored by You

Duty Station	Last Name JPO	First Name JPO	Donor	Agency / Fund	Sector of Assignment
+ Hanoi	Hansen	hANS	Belgium	uuuueeb	Agriculture, food security and rural development
- Hanoi	Ikast	Kaj	Belgium	skdjm sjkh	Crisis prevention, humanitarian relief and recovery
Actual EOP: 10/13/2001			TOR: Read it here ... Print ToR ...		
Estimated End of Assignment: 10/12/2004			Organigram: NA		
Comments: [new ToR]					
+ New Delhi	lillesen	Lilla	Belgium	RFDET	Business and administrative management

Current JPO's Sponsored by you

1. When you enter the screen **Current JPO's Sponsored by You**, you will be able to view all JPOs currently sponsored by your government.
2. Click **+** and the line will expand and provide you with additional information



Contact

1. Click the tab Contact to obtain more information from the JPO Service Centre