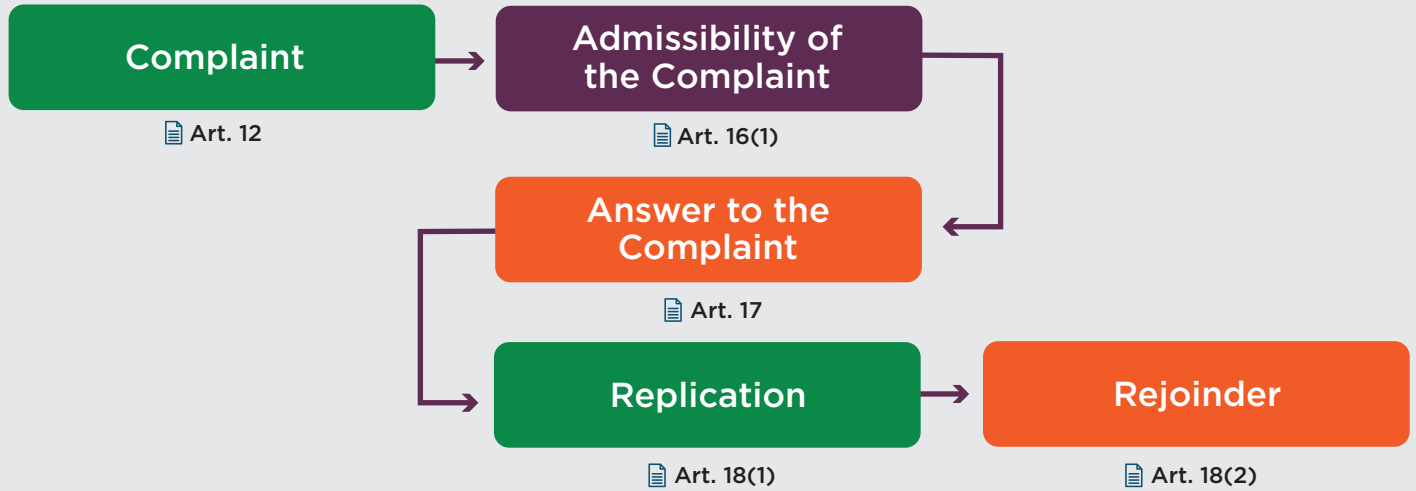


Steps before the IDB Group Administrative Tribunal: from filing to judgment

PLEADINGS PHASE



PROBATIVE PHASE



DELIBERATION AND JUDGMENT PHASE



● Ruling/Action done by the Tribunal
● Actions done by the Complainant

● Actions done by the Respondent
● Hearing

📄 Rules of Procedure



Frequently Asked Questions

Contact Information

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1. WHAT DOES THE ADMINISTRATIVE TRIBUNAL DO?

The Administrative Tribunal (“the Tribunal”) of the IDB Group, hears complaints by which staff members, consultants and retirees allege non-observance of his/her contract of employment or terms and conditions of appointment; it also hears any person who is entitled to present a claim upon a right of a current, former, or retired staff member or consultant. The complainant needs to have exhausted all other remedies required within the formal system for the resolution of grievances of the Inter-American Development Bank (the “IDB”) or IDB Invest, as applicable, within the appropriate time periods (Article II(1) of the Statute of the Administrative Tribunal).

As of November 2017, IDB Invest is the commercial name of the Inter-American Investment Corporation (“IIC”).

2. IS THERE A TIME-LIMIT TO FILE A COMPLAINT?

Yes. Article II of the Statute of the Administrative Tribunal requires complaints to be filed within 120 days after the following:

- The employee receives a Certificate of Conclusion of the Mediation.
- The employee receives the Final Decision of the Administration Subcommittee (Pension).
- The employee receives the Final Decision of the Vice President for Finance and Administration (VPF).

3. IN WHAT LANGUAGES MAY A COMPLAINT BE FILED?

The working languages of the Administrative Tribunal are Spanish and English. However, a complainant can request that the proceedings be conducted in one of the other official languages (French or Portuguese) of the IDB Group (Article 34(1) of the Rules of Procedure of the Administrative Tribunal).

4. MUST COMPLAINANTS BE REPRESENTED BY AN ATTORNEY?

No. Complainants may be represented by an attorney, but it is not required.

5. CAN A COMPLAINANT ASK FOR ANONYMITY?

Yes. A complainant who wishes that his or her name not appear in the documents that the Administrative Tribunal publishes may request anonymity at the time when the complaint is filed with the Administrative Tribunal or at any time before the case is listed for decision by the Administrative Tribunal (Article 31(1) of the Rules of Procedure of the Administrative Tribunal).

6. CAN A COMPLAINANT BE REIMBURSED FOR COSTS, SUCH AS ATTORNEY’S FEES AND OTHER ASSOCIATED EXPENSES?

Yes. The Administrative Tribunal may award costs, including attorney’s fees, in upheld decisions. The award of costs is discretionary and depends on the individual facts of the case. An application for costs must be made to the Administrative Tribunal no later than seven days after the case is listed for decision (Article IX(6) of the Statute).