

## Annex 4: use of the staff allocation tool in functional review

		Fixed	Variable
	Minimum Staff		Additional staff driven by country needs
			Medium High Need Very High Need Need Need
Country <b>S</b> ize	Large	<ul> <li>Larger minimum presence of each category</li> <li>Additional staff for support functions</li> </ul>	
	Medium	<ul> <li>Small minimum presence for each category</li> <li>Complete support service team</li> </ul>	<ul> <li>Portion of the staff is variable and increases depending on country</li> </ul>
	Small	<ul> <li>Category staffing may be entirely needs-driven</li> <li>Single staff may carry out several support functions</li> </ul>	needs ✓ Countries with prolonged crises have been considered for
	Very	Staff restricted to a few key     persons	sufficient additional support
	Small • Certain support functions may be sub-contracted to other actors	Functional Review Process Determines the variables staffing	