



*executive committee of  
the directing council*

PAN AMERICAN  
HEALTH  
ORGANIZATION

*working party of  
the regional committee*

WORLD  
HEALTH  
ORGANIZATION



64th Meeting  
Washington, D. C.  
June-July 1970

Provisional Agenda Item 18

CE64/14 (Eng.)  
1 June 1970  
ORIGINAL: ENGLISH

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

In accordance with the provision of Staff Rule 030, the Director submits as an Annex to this document for approval by the Executive Committee proposed amendments to the Staff Rules. The reasons for these changes in the Rules are explained in the Annex.

The proposed amendments are in line with those adopted by Resolution 12 of the Executive Board of the World Health Organization at its 45th Session and are in Compliance with Paragraph 2 of Resolution XIX adopted by the Executive Committee of the Pan American Health Organization at its 59th Meeting, which reads as follows:

"To request the Director to continue to introduce changes as he deems necessary to maintain close similarity in the provision of the Staff Rules of the Pan American Sanitary Bureau to those of the World Health Organization."

The Executive Committee may wish to approve a resolution along the following lines:

Proposed Resolution

"THE EXECUTIVE COMMITTEE,

Having considered the amendments to the Staff Rules of the Pan American Sanitary Bureau contained in the Annex to Document CE64/14 submitted by the Director of the Pan American Sanitary Bureau; and

Bearing in mind the provisions of Staff Rule 030,

RESOLVES:

1. To approve the amendments to the Staff Rules of the Pan American Sanitary Bureau, submitted by the Director in the Annex to Document CE64/14, to be effective as from 1 January 1970.

# AMENDMENTS TO THE STAFF RULES

<u>No.</u>	<u>Present Text</u>	<u>New Text</u>	<u>Comments</u>
255	EDUCATION GRANT		The amendments in 255.5(b), 255.5(e) and 820.1(e) (iv) are in accordance with an inter-agency agreement streamlining the application of the rules relating to Education Grant.
255.5	The education grant shall not be paid for: (b) attendance at schools in the country or area of the duty station where the charges were less than the equivalent of US\$10 per annum per child;  (e) private tuition except tuition in a language of the home country at duty stations where satisfactory school facilities for learning that language were not available; or	(b) attendance at <u>state-operated</u> schools in the country or area of the duty station <u>/where the charges were . . . /</u>  (e) <u>private tuition except tuition in a language of the home country or another language necessary to facilitate continued education</u>	No grant of any sort should be paid toward the cost of attendance at state-operated schools in the country or area of the duty station.  The extension of reimbursement is justified in the case of tuition in an additional language necessary to facilitate continued education after expatriation, transfer, or in similar circumstances.
820	TRAVEL OF DEPENDANTS		
820.1(e)	(iv) travel expenses shall not normally be payable in those scholastic years in which travel expenses are paid for the staff member or his dependants under Rules 810(d) or (e) or 820.1(d);	(iv) <u>the timing of the child's journey is reasonable in relation to other authorized travel of the staff member or his dependants</u>	Education travel is authorized once each scholastic year, unless it is unreasonable because of the timing in relation to other official travel of the staff member or his dependants, or because of the shortness of the period spent at the duty station.  The intent is to make it possible for a child to have three reunions with the staff member in two years.

<u>No.</u>	<u>Present Text</u>	<u>New Text</u>	<u>Comments</u>
820.1(e)	(vi) in cases of hardship, the Director may exceptionally authorize the payment by the Organization of travel expenses under both this Rule and Rules 810(d), 810(e) or 820.1(d).	(vi) in cases of hardship, the Director may exceptionally authorize the payment by the Organization of travel expenses <u>notwithstanding the provisions of (iv) above.</u>	Editorial change required by amendment of Rule 820.1(e) (iv).
265	SERVICE BENEFIT		
265.1	A staff member who leaves the Organization on completion of, or while holding a fixed-term appointment of at least one year but less than five years and on completion at least a year of service, shall be paid a service benefit equal to four per cent of salary for any period of expatriated service. For this purpose all continuous service time on fixed-term appointments as defined above, subsequent to 1 January 1958, shall be credited except that those staff members on fixed-term appointments on 1 January 1958 who had previously been earning credit towards repatriation grant continue to earn this credit and are not entitled to service benefit. Completion of five years of continuous service or conversion of an appointment providing full participation in the Staff Pension Fund terminates any entitlement accrued or prospective, under this rule (see Rule 270.3). A fixed-term appointment of less than five years following a five-year appointment does not establish an entitlement under this rule.	<u>/deleted/</u>	As entitlement to Service Benefit was granted to persons appointed before 1 January 1964, and having completed less than five years' service, this Benefit is no more applicable and the relevant text can be deleted.
265.2	No person appointed on or after 1 January 1964 will be entitled to Service Benefit.	<u>/deleted/</u>	

<u>No.</u>	<u>Present Text</u>	<u>New Text</u>	<u>Comments</u>
330	MEDICAL CERTIFICATION AND INOCULATIONS		
330.1	Upon acceptance of an appointment and before commencing any travel to take up his appointment, a staff member shall undergo a prescribed preliminary examination by a duly recognized physician, the report of which shall be forwarded to the Organization's Staff Physician. This examination may be waived for staff locally recruited.	Upon acceptance of an appointment and before commencing any travel to take up his appointment, a staff member shall undergo a prescribed <u>/preliminary/</u> medical examination by a duly recognized physician, the report of which shall be forwarded to the Organization's Staff Physician. <u>/This examination may be waived for staff locally recruited./</u>	The revisions to Staff Rules 330.1, 330.2 and 330.3 indicate that one complete medical examination is required before an offer of appointment is issued, instead of two (one preliminary examination followed by a complete one on reporting for duty). This change, which is already in practice, protects both the Organization and the candidate for employment by ensuring medical fitness before an offer of appointment is made.
330.2	Upon reporting for duty, a staff member shall undergo a medical examination by the Organization's Staff Physician, and, if necessary, by any specialist designated by the Staff Physician.	<u>/deleted/</u>	
330.3	Any offer of appointment is subject to a satisfactory report from the Staff Physician on the examination required in Rule 330.1 and any appointment is conditional upon a satisfactory report from the examination required in Rule 330.2. Should the result of either examination be unsatisfactory in any respect, the Director may cancel the offer or appointment or amend the terms of the offer or appointment as he considers just.	330.2 Any offer of appointment is subject to a satisfactory report from the Staff Physician on the examination required in Rule 330.1 <u>/and any appointment is conditional upon a satisfactory report from the examination required in Rule 330.2/</u> . Should the result of the examination be unsatisfactory in any respect, the Director may cancel the offer of appointment or amend the terms of the offer of appointment as he considers <u>appropriate</u> .	

<u>No.</u>	<u>Present Text</u>	<u>New Text</u>	<u>Comments</u>
680	MATERNITY LEAVE		
680.1	Full-time staff members appointed for periods of one year or more who will have completed at least one year's continuous service at the anticipated date of confinement shall be entitled to maternity leave.	Full-time staff members appointed for periods of one year or more who will have completed at least one year's continuous service at the anticipated date of confinement, shall be entitled to maternity leave <u>with full salary and allowances.</u>	The amendment ensures that a staff member has a minimum of 12 weeks' maternity leave. Also on medical advice, maternity leave may be of less than six weeks' duration prior to confinement.
680.2	Any such staff member, on presentation of an acceptable medical certificate stating that her confinement will probably take place within six weeks, shall be allowed to absent herself from her duties until her confinement and shall not be permitted to work during the six weeks following confinement. Such absences shall be at full pay.	Any such staff member, on presentation of an acceptable medical certificate stating that her confinement will probably take place within six weeks, shall be allowed to absent herself from her duties until her confinement <u>and shall not be permitted to work during the six weeks following confinement/.</u> <u>At the request of the staff member and on medical advice, the Director may permit the maternity leave to commence less than six weeks but not less than four weeks before the probable date of confinement. Maternity leave shall extend for a period of 12 weeks from the time it is granted, except that in no case shall it terminate less than six weeks after the actual date of confinement.</u>	