



XVIII PAN AMERICAN SANITARY CONFERENCE

XXII REGIONAL COMMITTEE MEETING

WASHINGTON, D.C., U.S.A.
SEPTEMBER-OCTOBER 1970

Provisional Agenda Item 34

CSP18/8, Rev. 1 (Eng.)
8 September 1970
ORIGINAL: SPANISH

PAHO AWARD FOR ADMINISTRATION

At its 61st Meeting, the Executive Committee, after examining the proposal submitted to it in Document CE61/3 (Annex I hereto), and bearing in mind the importance of fostering a high level of competence in the administration of health services, gave its approval, by Resolution XX (Annex II), to the establishment of an annual award in the amount of \$400 to be called the "PAHO Award for Administration." The resolution also authorized the Director to appoint a Committee to establish the rules for the Award and for the selection of the winner.

During its 64th Meeting, the Executive Committee, acting in accordance with a recommendation of the Director of the Bureau (Document CE64/11, Annex III) and prompted by considerations of economy, appointed a working party consisting of the Representatives of Trinidad and Tobago, Uruguay and Venezuela to establish the conditions of the Award.

After examining the report of the working party, the Committee approved Resolution XX, reading as follows:

PAHO AWARD FOR ADMINISTRATION

THE EXECUTIVE COMMITTEE,

Having examined Document CE64/11 and the report of the working group appointed by the Committee to suggest procedures and criteria for the award of the PAHO Award for Administration,

RESOLVES:

1. To approve the procedure and the proposed award criteria.
2. To instruct the Director to submit it to the XVIII Pan American Sanitary Conference.

In compliance with paragraph 2 of the above resolution, the Director has the honor to submit for consideration by the Pan American Sanitary Conference the following procedure and criteria approved by the 64th Meeting of the Executive Committee:

A. PROCEDURE FOR THE AWARD OF THE PAHO AWARD FOR ADMINISTRATION

1. To contribute to the improvement of the administration of health programs, the Pan American Health Organization has established a PAHO Award for Administration which will be awarded annually and will consist of a diploma and the amount of US\$400.
2. The Award will be awarded one year to the candidate who has done the most outstanding work in health administration, and the next year to a person who has made an outstanding contribution in the form of research, studies, or essays on health administration.
3. Candidates for the Award by reason of outstanding work in health administration must be submitted in odd years, and those who are candidates by reason of written works must be submitted in even years.
4. The Chairman of the Executive Committee of PAHO will appoint an Award Committee consisting of three representatives of the Member Countries of the Executive Committee, who will discharge their duties during their term of office as representatives of their country on the Executive Committee.
5. The candidates will be presented by the Governments of the Member Countries of PAHO through their Ministries of Health.
6. Proposals concerning candidates will be made to the Director of the Pan American Sanitary Bureau and will be accompanied by the curriculum vitae and the documentation supporting the quality of the work done, or three copies of the written work which it is proposed to reward, as the case may be.
7. The Director of the Pan American Sanitary Bureau will send copies of the documentation submitted to the members of the Award Committee 30 days before the date of the opening of the first annual meeting of the Executive Committee so that the Award Committee can meet and decide on the Award during the meeting of the Executive Committee.

8. The announcement of the winner of the Award will be made during the meeting of the Directing Council or the Pan American Sanitary Conference. The delivery of the Award will be agreed upon with the Government that proposed the candidate.
9. These general rules and the Award criteria annexed will be reviewed at any time deemed appropriate in view of the experience gained. The amendments approved by the Executive Committee will be submitted to the Directing Council or the Pan American Sanitary Conference.

B. CRITERIA FOR THE AWARD

1. Effect of the activity of the candidate in improving health administration. For example:
 - a. Contribution to the preparation or the execution of a national, regional or provincial health plan.
 - b. Contribution to the coordination or strengthening of health service agencies.
 - c. Display of dedication to duty and esprit de corps.
 - d. Introduction of the teaching of administration into health programs.
 - e. Methods of evaluation and application of administrative methods.
 - f. Contribution to the establishment of an efficient personnel system.
 - g. Contribution to the establishment of the program budget.
 - h. Design or introduction of an accounting system.
2. Value of a written work by reason of the feasibility of applying its contents to improving administration in the sector, including the field of training. Examples:
 - a. Model program of administrative training in medical health or sanitary engineering schools, et cetera.
 - b. A model of the personnel system for the sector.
 - c. A manpower development program adapted to a health plan.

CSP18/8, Rev. 1 (Eng.)
ANNEX I

DOCUMENT CE61/3
PAHO AWARD FOR ADMINISTRATION



*executive committee of
the directing council*

PAN AMERICAN
HEALTH
ORGANIZATION

*working party of
the regional committee*

WORLD
HEALTH
ORGANIZATION



61st Meeting
Washington, D. C.
June-July 1969

Provisional Agenda Item 16

CE61/3 (Eng.)
23 April 1969
ORIGINAL: ENGLISH

PAHO AWARD FOR ADMINISTRATION

The Director of the Pan American Sanitary Bureau is pleased to present for consideration of the Executive Committee a proposal for establishment of an annual award for administration as explained in this document.

In 1968, Dr. Stuart Portner, former Chief of Administration of the Pan American Sanitary Bureau, served as a Member of the Committee of Experts for the Study of Administrative and Financial Procedures of the Pan American Union. At his request the honorarium for this service, amounting to US\$9,200 was paid to the Pan American Health Organization. Dr. Portner has expressed a desire that an award approximately equivalent to the interest which could be earned from investment of this amount should be given in recognition of achievement in better administrative management in the field of health in the Americas.

The Executive Committee may wish to consider establishing an annual award of \$400 to be given to an outstanding practicing public health official or a worthy student preparing a thesis on administration in health. To assure a simple procedure for making such an award the Executive Committee may consider authorizing the Director to appoint an award committee composed of not less than 3 nor more than 5 members.

Bearing in mind the general objectives of this award, the Award Committee should have considerable flexibility in determining criteria and selection procedures. It might, for example, divide the award between a student and a public health official. It might also decide to give a monetary award to a worthy student and an honorary award to an outstanding practicing public health official.

If the Executive Committee is favorable to this proposal it may wish to approve an authorizing resolution.

CSP18/8, Rev. 1 (Eng.)
ANNEX II

RESOLUTION XX

PAHO AWARD FOR ADMINISTRATION

(61st Meeting of the Executive Committee)

RESOLUTION XX

PAHO AWARD FOR ADMINISTRATION

THE EXECUTIVE COMMITTEE,

Recognizing with appreciation the desiré expressed by Dr. Stuart Portner, former Chief of Administration of the Pan American Sanitary Bureau, that the honoraria for his services as a member of the Committee of Experts for the Study of Administrative and Financial Procedures of the Pan American Union be used to promote better administrative management in the field of health; and

Bearing in mind the importance of encouraging a high standard of competence in the administration of health services,

RESOLVES:

1. To express its thanks to Dr. Stuart Portner for this contribution to the improvement of administrative management in health services.
2. To establish as from 1969 an annual award in the amount of \$400 to be known as the "PAHO Award for Administration."

3. To authorize the Director to appoint a committee of not less than three and not more than five members to establish the conditions of the award and to select the recipient(s) each year; and to determine the qualifications and terms of office of the committee members.

4. To request the Director to make an annual report to the Executive Committee on the award(s) made.

(Approved at the twelfth plenary session,
30 June 1969)

CSP18/8, Rev. 1 (Eng.)
ANNEX III

DOCUMENT CE64/11

PAHO AWARD FOR ADMINISTRATION



*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 12

CE64/11 (Eng.)
1 June 1970
ORIGINAL: ENGLISH

PAHO AWARD FOR ADMINISTRATION

At its 61st Meeting (1969), the Executive Committee, in Resolution XX, approved the creation of the PAHO Award for Administration. The Director was authorized to appoint a committee to establish the conditions of the Award and to select the recipient.

The Award Committee has not been selected for reasons of economy. On the one hand, it is essential to have adequate geographical representation. On the other hand, it is not justified to expend an amount which would be in excess of the Award (\$400) to convene a committee. Therefore, the Director proposes that three members of the Executive Committee, designated by the Chairman, should serve as the Award Committee.

If the Director's suggestion is agreeable to the Executive Committee, the Award Committee, with such assistance as it may desire from the Secretariat, will establish the conditions of the Award. Subsequently, nominations would be invited, and the Award Committee convened during a subsequent meeting of the Executive Committee to select the recipient.