



*executive committee of
the directing council*

PAN AMERICAN
HEALTH
ORGANIZATION

*working party of
the regional committee*

WORLD
HEALTH
ORGANIZATION



101st Meeting
Washington, D.C.
June-July 1988

Provisional Agenda Item 5.3

CE101/14 (Eng.)
12 April 1988
ORIGINAL: ENGLISH

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

In accordance with the provisions of Staff Rule 020, the Director submits to the Executive Committee, as Annex to this document, for confirmation, the amendments to the Staff Rules he has made since the 99th Meeting.

These revisions are in line with those adopted by the Executive Board of the World Health Organization at its Eighty-first Session (Resolutions EB81.R1 and 2) and are in compliance with paragraph 2 of Resolution XIX adopted by the Executive Committee at its 59th Meeting (1968), which requested the Director to continue to introduce changes as he deems necessary to maintain close similarity between the provisions of the Staff Rules of PASB and those of WHO.

Some of the amendments result from decisions taken by the United Nations General Assembly at its forty-first and forty-second sessions, based on the recommendations of the International Civil Service Commission (ICSC). Others reflect the decisions taken by the ICSC under Article 11 of its statute.

The Annex to this document contains the texts of the amended Staff Rules, the purpose of which is briefly explained below. The effective dates of these changes are 1 April 1987, 1 July 1987, 1 January 1988, or 1 April 1988, as appropriate.

1. Amendments considered necessary in the light of a decision taken by the United Nations General Assembly at its forty-first and forty-second sessions on the basis of recommendations of the International Civil Service Commission

1.1 Definition of "terminal remuneration"

As a further consequence of the United Nations General Assembly's decision to revise the staff assessment rates--already reported to the Executive Committee at its 99th Meeting--it was necessary to revise PASB's definition of "terminal remuneration" contained in Staff Rule 310.4. The revision became effective 1 April 1987. Staff Rule 310.4 has been amended accordingly.

1.2 Revision of the rates of staff assessment for the professional and higher categories

In order to enable the United Nations to replenish its Tax Equalization Fund the General Assembly at its forty-second session agreed to the recommendation of the ICSC to revise the rates of staff assessment used in conjunction with determining gross base salaries for staff in the professional and higher categories. The revised rates are to be introduced with effect from 1 April 1988.

As a result, changes are required to the schedules of staff assessment rates and gross and net base salaries for professional and higher graded staff. Amendments have been made to Rules 330.1.1 and 330.2.

These are purely technical adjustments to the base salary levels; in effect the net levels at the dependency rate are not affected by the revisions; the net levels at the single rate are very slightly increased or decreased by between US\$1 and \$20.

1.3 Education grant for staff members in designated official stations

The General Assembly has accepted ICSC's recommendation to increase the existing education grant provisions for staff members serving at designated locations where educational facilities are not available or are deemed to be inadequate. The change will enable staff members stationed at such locations to claim reimbursement of 100% of the boarding costs of their children up to US\$1,500 per year as an amount additional to the present maximum grant of US\$4,500.

Staff Rule 350.1 has been amended accordingly with effect from 1 January 1988.

2. Amendments considered necessary in the light of decisions taken by the International Civil Service Commission under Article 11 of its Statute

2.1 Restructuring of the assignment allowance and introduction of a mobility element in the assignment allowance

The ICSC at its twenty-sixth session in July 1987 decided on one minor revision to the structure of the current assignment allowance. This eliminates the distinction between grade levels P.1/P.2 and P.3/P.4 which applied only to official stations in Canada and the United States of America. As a consequence, with effect from 1 January 1988, the levels of the allowance formerly payable to staff in these locations at the P.3 and P.4 grades are also payable at the P.1 and P.2 levels. Staff Rule 360.2.2 has been amended accordingly.

At the same session, ICSC decided to increase the assignment allowance at official stations outside Canada and the United States by introducing a mobility element. The allowance is thus increased for staff members who are deemed to be mobile and who meet certain eligibility criteria. These require that the staff member:

- i) is serving at his or her second or subsequent official station; and
- ii) has had five or more years of uninterrupted service with PASB or WHO.

The enhanced assignment allowance is payable for up to four years for each assignment; the period may be extended by one year if the staff member is required by the Bureau to remain at the official station.

The enhanced assignment allowance is to be introduced with effect from 1 January 1988. ICSC has, however, also decided that the measures will be phased in such a way that staff members will receive the allowance only if they are working at their third or subsequent official station and have been there for less than four years, or when they move to the second official station.

A new section to Staff Rule 360, Staff Rule 360.4, has been introduced to reflect this change. The present Staff Rules 360.4 and 360.5 have accordingly been renumbered 360.5 and 360.6.

2.2 Financial incentive

The financial incentive, introduced in 1980, is payable to staff serving in designated official stations. The ICSC has decided to increase the levels of the incentive with effect from 1 July 1987. The relevant Staff Rule, previously 360.4, now 360.5, has been amended accordingly.

3. Salaries for ungraded posts

As a further consequence of the revision of the staff assessment rates described in the preceding paragraphs, adjustments to the remuneration of the Assistant Director, the Deputy Director and the Director are called for.

Since 1962, it has been the policy of the Executive Committee to set the salary of the Deputy Director at the level of other WHO Regional Directors and that of the Assistant Director at \$1,000 less.

Considering that PASB Staff Regulation Article 3.1 states: "The salaries for the Deputy Director and the Assistant Director shall be determined by the Director of the Bureau with the approval of the Executive Committee," this Body may wish to follow the same practice and adjust the annual net salary at the single rate of the Deputy Director to \$53,891 and that of the Assistant Director to \$52,891, effective 1 April 1988.

Since 1969, the practice of the Governing Bodies of PAHO has been to maintain the salary of the Director of PASB at the same level as that of the Deputy Director-General of WHO.

The XX Meeting of the Directing Council, in operative paragraph 2 of Resolution XX, requested "the Executive Committee, in case of any future salary adjustments in respect of professional and ungraded categories of posts, to make recommendations to the Conference or the Directing Council concerning the appropriate level of the salary of the Director."

The Executive Committee, following this guide, may wish to recommend to the Directing Council that at its XXXIII Meeting it adjust the net salary of the Director at the single rate to \$58,892 per annum, effective 1 April 1988.

3. Budgetary implications

3.1 The changes in the definition of "terminal remuneration" and the revision of the rates of staff assessment have almost no budgetary implications.

3.2 It is estimated that the total additional cost in 1988 of restructuring the assignment allowance and of introducing the enhanced assignment allowance will be US\$150,000.

3.3 The changes in the levels of financial incentive are insignificant.

3.4 The change in the education grant provisions will be minimal.

3.5 The additional costs of restructuring the assignment allowance, introducing the enhanced assignment, and increasing the financial incentive will be absorbed under the appropriate allotments.

The Executive Committee is invited to consider two proposed resolutions: the first confirms the amendments reproduced in the Annex to this document; the second concerns the revision of the remuneration levels of staff in the ungraded posts.

Proposed Resolution

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

THE 101st MEETING OF THE EXECUTIVE COMMITTEE,

Having considered the amendments to the Staff Rules of the Pan American Sanitary Bureau submitted by the Director in the Annex to Document CE101/14;

Recognizing the need for uniformity of conditions of employment of PASB and WHO staff; and

Bearing in mind the provisions of Staff Rule 020,

RESOLVES:

To confirm the amendments to the Staff Rules of the Pan American Sanitary Bureau submitted by the Director in the Annex to Document CE101/14, with effect from 1 April 1987 concerning the definition of terminal remuneration; with effect from 1 July 1987 concerning the increase in the financial incentive; with effect from 1 January 1988 concerning a) the restructuring of the assignment allowance and the payment of an enhanced assignment allowance resulting from the introduction of a mobility element; and b) a change in the reimbursement of boarding costs in conjunction with the education grant; and with effect from 1 April 1988 concerning the rates of staff assessment.

Proposed Resolution

SALARIES FOR UNGRADED POSTS

THE 101st MEETING OF THE EXECUTIVE COMMITTEE,

Considering the revision made to the staff assessment rates for the professional and higher categories in graded posts, effective 1 April 1988.

Taking into account the recommendation of the Eighty-first Session of the WHO Executive Board to the Forty-first World Health Assembly related to the remuneration of the Regional Director, the Deputy Director-General and the Director-General; and

Bearing in mind Staff Regulation 3.1 of the Pan American Sanitary Bureau and Resolution XX of the XX Meeting of the Directing Council,

RESOLVES:

1. To approve the proposal of the Director, effective 1 April 1988 to:
 - a) Establish the salary of the Deputy Director at \$53,891 at single rate per annum;
 - b) Establish the salary of the Assistant Director at \$52,891 at single rate per annum.
2. To recommend to the Directing Council at its XXXIII Meeting that it establish the salary of the Director at \$58,892 at single rate per annum, effective 1 April 1988.

Annex

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU¹

Texts of the Amended Staff Rules

310. DEFINITIONS

310.4 "Terminal remuneration" is the figure used in the calculation of separation payments as set out in Rule 380.2. For staff in the general service category "terminal remuneration" is equivalent to pensionable remuneration. For staff in the professional and higher categories it is the figure defined by the Director on the basis of recommendations agreed to among the international organizations concerned.

330. SALARIES

330.1 Gross base salaries, and terminal remuneration figures used for computation of separation payments under Rule 380.2, shall be subject to the following assessments:

330.1.1 For professional and higher graded staff:

<u>Amounts per year</u>	<u>Assessment per cent</u>	
	<u>Rate with dependents*</u>	<u>Rate without dependents*</u>
<u>(*as defined in Rules 310.5.1 and 310.5.2)</u>		
First US\$ 15,000	13.0	18.0
Next US\$ 5,000	31.0	34.6
Next US\$ 5,000	34.0	38.9
Next US\$ 5,000	37.0	42.2
Next US\$ 5,000	39.0	44.2
Next US\$ 10,000	41.0	46.6
Next US\$ 10,000	43.0	48.7
Next US\$ 10,000	45.0	50.6
Next US\$ 15,000	46.0	51.5
Next US\$ 20,000	47.0	54.3
Remaining assessable payments	48.0	59.2

¹Copies of the complete Staff Rules hitherto effective are available in the meeting room for members of the Executive Committee.

330.2 The following schedule of annual gross base salaries and of annual net base salaries shall apply to all professional category and directors' posts:

		STEPS												
Level		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
		US \$	US \$	US \$	US \$	US \$	US \$	US \$	US \$	US \$	US \$	US \$	US \$	US \$
P-1	Gross	22 175	23 116	24 071	24 999	25 990	26 979	27 990	28 950	29 893	30 832			
	Net D	17 936	18 557	19 187	19 800	20 424	21 047	21 684	22 289	22 883	23 458			
	Net S	16 899	17 474	18 057	18 624	19 197	19 769	20 353	20 908	21 453	21 979			
P-2	Gross	29 563	30 611	31 663	32 721	33 785	34 840	35 937	37 022	38 118	39 215	40 294		
	Net D	22 675	23 323	23 965	24 610	25 259	25 903	26 553	27 193	27 840	28 487	29 124		
	Net S	21 262	21 856	22 443	23 033	23 627	24 216	24 805	25 385	25 970	26 556	27 132		
P-3	Gross	37 193	38 503	39 783	41 027	42 303	43 605	44 903	46 217	47 419	48 601	49 801	50 982	52 187
	Net D	27 294	28 067	28 822	29 556	30 309	31 077	31 843	32 594	33 279	33 953	34 637	35 310	35 997
	Net S	25 476	26 176	26 859	27 523	28 205	28 900	29 593	30 269	30 886	31 492	32 108	32 714	33 332
P-4	Gross	46 236	47 647	49 061	50 463	51 894	53 249	54 594	55 976	57 443	58 929	60 361	61 741	
	Net D	32 605	33 409	34 215	35 014	35 830	36 602	37 369	38 137	38 944	39 761	40 549	41 308	
	Net S	30 279	31 003	31 728	32 448	33 182	33 877	34 567	35 257	35 982	36 716	37 423	38 105	
P-5	Gross	58 072	59 567	61 021	62 430	63 858	65 266	66 705	68 135	69 575	71 000			
	Net D	39 290	40 112	40 912	41 687	42 472	43 244	44 021	44 793	45 571	46 340			
	Net S	36 293	37 031	37 749	38 445	39 151	39 844	40 542	41 235	41 934	42 625			
P-6/ D-1	Gross	65 668	67 505	69 318	71 142	72 950	74 729	76 457						
	Net D	43 461	44 453	45 432	46 417	47 393	48 354	49 287						
	Net S	40 039	40 930	41 809	42 694	43 571	44 434	45 272						
D-2	Gross	76 677	78 594	80 541	82 550									
	Net D	49 406	50 441	51 487	52 552									
	Net S	45 378	46 308	47 237	48 155									

D - Rate applicable to staff members with a dependent spouse or dependent child.

S - Rate applicable to staff members with no dependent spouse or dependent child.

350. EDUCATION GRANT

- 350.1 An internationally recruited staff member shall be entitled to an education grant, except as indicated in Rule 350.3. The amount of the grant payable under this Rule shall be 75% of the education expenses actually incurred and admissible under Rule 350.2, not to exceed a total payment of US\$4,500 per child per year. For staff members at certain designated official stations, reimbursement of 100% of the expenses for boarding up to US\$1,500 per year per child is payable as an amount additional to the above-mentioned maximum grant of US\$4,500 per child per year. The rate of exchange to be applied for computing the amount to be reimbursed for expenses incurred in a currency other than the US dollar shall be the rate in force at 1 March 1983 or that in force at the date when reimbursement is made, whichever is the higher.

360. ASSIGNMENT ALLOWANCE AND FINANCIAL INCENTIVE

- 360.2.2 for official stations in Canada and the United States of America:

P.1 to P.4	1,425	1,800
P.5 and above	1,650	2,100

360.4 (New subsection of Staff Rule 360)

At official stations outside Canada and the United States of America (see Staff Rule 360.2.1), the assignment allowance shall be enhanced by including a mobility element under the following conditions:²

- 360.4.1 The enhanced assignment allowance is payable to staff members who are serving at their second or subsequent official station and have had five or more years of uninterrupted service with the Bureau or the World Health Organization.
- 360.4.2 The enhanced assignment allowance shall cease when a staff member has been at the same official station for four consecutive years. However, if the staff member is maintained at the same official station at the initiative of the Bureau the payment of the enhanced allowance may be extended for a further period of one year. If the staff

²The measures will be phased in in such a way that staff members will only receive the allowance if they are working at their third or subsequent official station and have been there for less than four years, or when they move to the second official station.

member is maintained at the same official station beyond five years, he shall not be eligible for the enhanced assignment allowance but shall be eligible for payment of the basic level of assignment allowance as defined in Staff Rule 360.2.1 for a further finite period not exceeding two years.

360.4.3 The annual rates of the enhanced assignment allowance are:

<u>Grade</u>	<u>Staff without dependents as defined in Rules 310.5.1 and 310.5.2</u>	<u>Staff with dependents as defined in Rules 310.5.1 and 310.5.2</u>
	<u>US\$</u>	<u>US\$</u>
P.1 to P.4	4,500	7,200
P.5 and above	4,950	7,800

360.5 (formerly Staff Rule 360.4)

A financial incentive shall be paid to the staff members defined in Rule 360.1 serving at designated official stations in the form of a supplement to the assignment allowance, at the following annual rates:

Level I official stations:

360.5.1 Staff without dependents as defined in Rules 310.5.1 and 310.5.2: US\$2,700.

360.5.2 Staff with dependents as defined in Rules 310.5.1 and 310.5.2: US\$5,400.

Level II official stations:

360.5.3 Staff without dependents as defined in Rules 310.5.1 and 310.5.2: US\$3,600.

360.5.4 Staff with dependents as defined in Rules 310.5.1 and 310.5.2: US\$7,200

Former Staff Rule 360.5 becomes Staff Rule 360.6. The text remains unchanged.