

Executive committee of  
the directing council

**PAN AMERICAN  
HEALTH  
ORGANIZATION**

working group of  
the regional committee

**WORLD  
HEALTH  
ORGANIZATION**

122<sup>th</sup> Meeting  
Washington, D.C.  
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*Provisional Agenda Item 6.1*

CE12221 (Eng.)  
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## **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 120th Session.

These revisions are in line with those adopted by the Executive Board of the World Health Organization at its 101st Session (Resolutions EB101.R19 and EB101.R20) and are in compliance with paragraph 2 of Resolution CE59.R19 adopted by the Executive Committee at its 59th Session (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 the Pan American Sanitary Bureau (PASB) and those of the World Health Organization (WHO).

The amendments presented in Section 1 result from decisions taken by the United Nations General Assembly at its Fifty-second Session on the basis of recommendations made by the International Civil Service Commission (ICSC); the amendment in Section 2 results from decisions taken by the General Assembly at its Fifty-first Session; the amendment in Section 3 is made in the light of experience and in the interest of good personnel management. Section 4 reports on the experience with the National Professional Officer category of staff and includes an editorial change to the Spanish language version of the pertinent rules.

The annex to this document contains the text of the amended Staff Rules. The effective dates are 1 January 1997, 1 January 1998, and 1 March 1998, as appropriate. The budgetary implications of the amendments in the 1998-1999 biennium (Section 5) include a minimum additional cost under the regular budget, which will have to be met from the appropriate allocations established.

The Committee is invited to consider a draft resolution which confirms the amendments contained in Sections 1, 2, 3, and 4, modifies the remuneration of staff in ungraded posts, and recommends to the 25th Pan American Sanitary Conference modification of the remuneration of the Director.

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## **1. Amendments Considered Necessary in Light of Decisions Taken by the United Nations General Assembly at its Fifty-second Session on the Basis of Recommendations of the International Civil Service Commission**

### **1.1 *Schedule of Salaries for the Professional and Higher-graded Categories***

The United Nations General Assembly approved, with effect from 1 March 1998, the revised basefloor salary scale for the professional and higher-graded categories, incorporating an increase of 3.1% through the consolidation of post adjustment classes into the net base salary, on a “no loss-no gain” basis. Adjustments will have to be made in the post adjustment indices and multipliers at all duty stations with effect from 1 March 1998. Changes will also be required to the schedule of staff assessment rates for professional and higher-graded staff without dependents.

Staff Rules 330.1.1 and 330.2 have been modified accordingly.

### **1.2 *Salaries of the Deputy Director and Assistant Director, and of the Director***

As a consequence of the revision of the basefloor salary scale for professional and higher-graded categories described above, modifications in the salaries of the posts of Deputy Director, Assistant Director, and Director should also be made.

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 3.1 states: “The salaries of the Deputy Director and Assistant Director shall be determined by the Director of the Bureau with the approval of the Executive Committee,” the Committee may wish to follow this practice and adjust the annual net salary of the Deputy Director to \$93,671 per annum at dependency rate and \$84,821 per annum at single rate, and that of the Assistant Director to \$92,671 per annum at dependency rate and \$83,821 per annum at single rate, effective 1 March 1998.

The 20th Directing Council, in operative paragraph 2 of Resolution CD20.R20, requested “the Executive Committee, in case of any future 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.”

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

The Executive Committee, following this guide, may wish to recommend to the 25th Pan American Sanitary Conference that it adjust the annual net salary of the Director to \$102,130 per annum at dependency rate and \$91,883 per annum at single rate, effective 1 March 1998.

The above changes are also on the basis of the “no loss-no gain” formula.

## **2. Amendment Considered Necessary in Light of Decisions Taken by the United Nations General Assembly at its Fifty-first Session on the Basis of Recommendations of the International Civil Service Commission**

*Staff Assessment Rate for Staff in the General Service Category:* The United Nations General Assembly approved, with effect from 1 January 1997, a revision to the staff assessment rates to be used in conjunction with gross salaries of the general service category. The rates are also used for determining the pensionable remuneration for this category of staff. Rule 330.1.2 has been amended accordingly.

## **3. Amendment Considered Necessary in Light of Experience and in the Interest of Good Personnel Management**

*Recruitment Policies: Appointment of Close Relatives:* It will be recalled that the Executive Committee, in response to a request from the International Civil Service Commission (ICSC) to allow spouses to compete for positions in organizations of the United Nations system while ensuring that preference is not given by virtue of the relationship to a staff member, confirmed in Resolution CE116.R10 in June 1995 an amendment to Staff Rule 410.3. The amendment was intended to describe more fully the provisions under which close relatives and/or spouses may be appointed in the Organization.

Rule 410.3 is clear concerning the appointment of spouses of staff members; however, the 1995 amendment has, at the same time, been interpreted as having removed the restrictions that existed and should still exist concerning the appointment of other close relatives not mentioned in the amended rule. Consequently, Rule 410.3 has been amended to remove this ambiguity. It is intended to give examples in the PAHOWHO Manual of who are considered to be close relatives. Amended Rule 410.3 is shown in the annex; Rule 410.3.1 is unchanged.

## **4. National Professional Officers**

It will be recalled that, at its 116th Session in 1995, the Executive Committee confirmed the creation of the National Professional Officer (NPO) category with effect as of 1 March 1995 (Staff Rules 1340.1 and 1340.2). It was agreed that experience with this category of staff would be reviewed after a trial period of three years.

After almost three years of experience with the NPO category, the Director wishes to inform the Committee that the NPO category has provided added flexibility to the current range of contractual arrangements, meets particular needs of the Organization in certain of its country operations, and should be continued.

No amendment to Staff Rules 1340, 1340.1 and 1340.2 is necessary in the English version. The Spanish version has been amended to improve the language and clarify the meaning.

## **5. Budgetary Implications**

The budgetary implications of the above changes, which are minimal for all sources, will be met, in the regular budget, from the allocations established for the biennium 1998-1999.

## **6. Action by the Executive Committee**

In the light of these revisions the Committee may wish to consider the following:

### *Proposed Resolution*

#### *THE 122<sup>nd</sup> SESSION 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 CE12221;

Taking into account the actions of the Fifty-first World Health Assembly related to the remuneration of the Assistant Directors-General and Regional Directors, the Deputy Director-General, and the Director-General;

Bearing in mind the provisions of Staff Rule 020 and Staff Regulation 3.1 of the Pan American Sanitary Bureau, and Resolution CD20.R20 of the 20th Directing Council; and

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

### *RESOLVES:*

1. To confirm the amendments to the Staff Rules of the Pan American Sanitary Bureau submitted by the Director in the annex to Document CE12221:

(a) with effect from 1 January 1998 concerning the staff assessment rates for the general service category;

(b) with effect from 1 January 1998 concerning the appointment of close relatives;

(c) with effect from 1 March 1998 concerning the salary scale applicable to staff in the professional and higher-graded categories and the rates of staff assessment for the professional and higher-graded staff without dependents;

(d) with effect from 1 March 1998, the editorial changes in the Spanish language version of Rules 1340, 1340.1, and 1340.2, concerning the National Professional Officer category of staff.

2. To establish, effective 1 March 1998:

(a) the annual net salary of the Deputy Director at \$93,671 at dependency rate and \$84,821 at single rate;

(b) the annual net salary of the Assistant Director at \$92,671 at dependency rate and \$83,821 at single rate.

3. To recommend to the 25th Pan American Sanitary Conference that it establish the annual net salary of the Director at \$102,130 at dependency rate and \$91,883 at single rate, effective 1 March 1998.

**Annex**  
**Text of the Amended Staff Rules**

## 330 SALARIES

330.1 Gross base salaries shall be subject to the following assessments:

330.1.1 For professional and higher-graded staff:

First US\$ 15,000	9.0	11.8
Next US\$ 5,000	18.1	24.5
Next US\$ 5,000	21.5	27.0
Next US\$ 5,000	24.9	31.5
Next US\$ 5,000	27.5	33.4
Next US\$ 10,000	30.1	35.7
Next US\$ 10,000	31.8	38.2
Next US\$ 10,000	33.5	38.8
Next US\$ 10,000	34.4	39.8
Next US\$ 15,000	35.3	40.8
Next US\$ 20,000	36.1	44.2
Remaining assessable payments	37.0	47.4

330.1.2 For the general service category:

Amounts per year	Assessment per cent
Up to US\$ 20,000	19
Next US\$ 20,000	23
Next US\$ 20,000	26
Remaining assessable payments	31

330.2 The following schedule of annual gross base salaries and of annual net base salaries shall apply to all professional and higher-graded categories:

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STEPS

Level		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	
		US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$
P-1	Gross	35 382	36 718	38 051	39 386	40 719	42 052	43 388	44 722	46 081	47 449						
	Net D	29 317	30 251	31 183	32 116	33 048	33 979	34 914	35 845	36 777	37 710						
	Net S	27 655	28 515	29 372	30 230	31 087	31 944	32 804	33 661	34 508	35 353						
P-2	Gross	46 458	47 883	49 305	50 728	52 149	53 572	54 996	56 453	57 915	59 372	60 830	62 291				
	Net D	37 035	38 006	38 976	39 946	40 916	41 886	42 857	43 826	44 798	45 768	46 737	47 709				
	Net S	34 741	35 622	36 500	37 380	38 258	39 138	40 017	40 909	41 804	42 696	43 588	44 482				
P-3	Gross	57 720	59 351	60 984	62 613	64 246	65 889	67 542	69 197	70 851	72 506	74 159	75 824	77 500	79 176	80 854	
	Net D	44 669	45 754	46 839	47 923	49 008	50 093	51 178	52 263	53 348	54 434	55 518	56 603	57 687	58 772	59 858	
	Net S	41 685	42 683	43 682	44 679	45 678	46 675	47 670	48 667	49 662	50 658	51 654	52 648	53 640	54 632	55 626	
P-4	Gross	70 619 9	72 382	74 141	75 913	77 700	79 483	81 269	83 054	84 839	86 623	88 406	90 197	92 003	93 811	95 619	
	Net D	53 196	54 353	55 507	56 660	57 817	58 971	60 126	61 281	62 436	63 590	64 744	65 901	67 055	68 210	69 365	
	Net S	49 523	50 584	51 643	52 700	53 758	54 814	55 871	56 928	57 985	59 041	60 096	61 150	62 158	63 166	64 175	



P-5	Gross	85 685	87 516	89 347	91 192	93 046	94 898	96 751	98 605	100 457	102 310	104 164	106 016	107 869
	Net D	62 983	64 168	65 352	66 537	67 721	68 905	70 089	71 274	72 457	73 641	74 826	76 009	77 194
	Net S	58 486	59 570	60 653	61 705	62 740	63 773	64 807	65 842	66 875	67 909	68 944	69 977	71 011
P-6	Gross	97 119	99 168	101 216	103 261	105 310	107 358	109 407	111 476	113 552				
D-1	Net D	70 324	71 633	72 942	74 249	75 558	76 867	78 176	79 485	80 793				
	Net S	65 012	66 156	67 299	68 440	69 583	70 726	71 869	72 976	74 068				
D-2	Gross	109 741	112 164	114 591	117 016	119 442	121 869							
	Net D	78 390	79 919	81 447	82 975	84 504	86 032							
	Net S	72 056	73 338	74 615	75 890	77 167	78 443							

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.

410 RECRUITMENT POLICIES

410.3 Subject to Staff Rule 410.3.1, persons closely related by blood or by marriage to a staff member, as defined by the Director, shall not normally be appointed if another equally qualified person is available.

410.3.1 (Text has not been modified.)

1340 )

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1340.1 ) Editorial change in Spanish; no change in English

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1340.2)