

*executive committee of
the directing council*



PAN AMERICAN
SANITARY
ORGANIZATION

*working party of
the regional committee*

WORLD
HEALTH
ORGANIZATION



28th Meeting
Washington, D. C.
June 1956

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Topic 11: REPORT OF THE DIRECTOR ON THE IX MEETING OF THE DIRECTING COUNCIL AND THE 29TH AND 30TH MEETINGS OF THE EXECUTIVE COMMITTEE TO BE HELD AT ANTIGUA GUATEMALA, GUATEMALA, 11-29 SEPTEMBER 1956

The Director has the honor to inform the Executive Committee of the arrangements for the forthcoming meetings of the governing bodies of the Organization in 1956. As the Committee is aware, the VIII Meeting of the Directing Council selected Guatemala as the place of the 29th and 30th Meetings of the Executive Committee and the IX Meeting of the Directing Council, VIII Meeting of the Regional Committee of the World Health Organization for the Americas.

1. Preparatory Arrangements

To make the necessary preparations for the meetings, the President of Guatemala, on 27 September 1955, appointed a Preparatory Commission, with headquarters in the Ministry of Public Health and Welfare, composed of the following members:

Chairman: Dr. Carlos Soza Barillas
Minister of Public Health and Welfare

Members: Mr. Antonio Carrera Molina
Undersecretary of Foreign Affairs

Dr. Fernando Silva Peña
Director General of Public Health

Mr. José Luis Mendoza
Chief, Department of International Agreements
and Organizations
Ministry of Foreign Affairs

Mr. Armando Moreno
Chief, Public Information
Ministry of Public Health and Welfare

In a communication of 28 November 1955, the Ambassador of Guatemala to the United States advised that Mr. Humberto Olivero had also been appointed to form part of the Commission.

The Chairman of the Preparatory Commission designated Mr. Mendoza to serve as general coordinator and Mr. Moreno as secretary of the Commission.

A meeting was arranged early in December 1955 between the Minister of Public Health and Welfare of Guatemala and the Assistant Director of the Bureau for discussions on the date of the meetings, selection of premises, and negotiation of the agreement covering the participation of the Government and the Bureau. This agreement was based on the model agreement approved by the 26th Meeting of the Executive Committee (Resolution III), concerning the obligations of the host government and of the Pan American Sanitary Bureau in the organization of meetings of the governing bodies of the Organization held outside Washington.

On 8 December 1955, the Minister of Public Health and Welfare, on behalf of the Government of Guatemala, and the Assistant Director, on behalf of the Pan American Sanitary Bureau, signed the Agreement establishing the obligations of the contracting parties.

Under the terms of the Agreement, the meetings will take place at Antigua Guatemala in the building of the University of San Carlos, which will be adapted for the purpose. The IX Meeting of the Directing Council will be held from 16 to 29 September 1956, and the 29th and 30th Meetings of the Executive Committee, respectively, during the week prior to and upon closure of the Council meeting.

The Bureau will engage the services of the temporary secretariat personnel for the meetings and assign the permanent staff that may be required. The costs of transportation, salaries, and per diem for this personnel will be assumed by the Bureau, which will also provide the office material and supplies required. The costs of issuing and printing, in Spanish and English, the Final Report and the minutes of the IX Meeting of the Directing Council will be defrayed by the Bureau.

On its part, the Government of Guatemala will assume the costs of transportation by air, sea, and land freight of the office material and documents intended for the meetings, arranging for their entry into and departure from the country free of all duties. It will likewise provide guard, janitorial, and similar services at the place of the meetings.

Under the terms of the Agreement, the Bureau has arranged to rent, for the account of the Government of Guatemala, the simultaneous interpretation equipment from the International Business Machines Corporation and the sound recording equipment from the Dictaphone Corporation.

As provided in the Agreement, the Government of Guatemala has already placed at the disposal of the Bureau in Washington the amount stipulated to cover the payment of the above commitments incurred on behalf of the Government.

A list of material and equipment to be furnished for the meetings by the Government was specified in an Annex to the Agreement, signed on 10 January 1956 by the Minister of Public Health and Welfare of Guatemala and a representative of the Bureau. The Preparatory Commission wishes to purchase in the United States some of the equipment listed, such as mimeograph machines, typewriters and a stapling machine, and the Bureau has offered the services of its Supply Office in order to facilitate the acquisition of this equipment, within the terms established by Resolution XXIX of the V Meeting of the Directing Council. Pro forma invoices have been prepared by the Supply Office for the equipment selected by the Secretary of the Commission, and have been transmitted to the Government for a decision.

All the necessary detailed arrangements concerning premises, equipment, services, installations, and personnel required for the meetings are being made in cooperation with the Preparatory Commission.

The Government of Guatemala, among other facilities, has offered to provide transportation service for the delegates and secretariat between Antigua Guatemala and the capital. The Preparatory Commission is making all necessary preparations to facilitate the conduct of the meetings, including arrangements with the hotels in Antigua for accommodations for the delegates and the preparation of an official guide to the meetings.

2. Invitations to the meeting

Pursuant to Article 7 of the Rules of Procedure of the Directing Council, the Director issued the convocation of the meeting in a communication of 16 April 1956. In addition, the Government of Guatemala, through the Ministry of Foreign Affairs, is transmitting special invitations to the twenty-one American Republics, through their respective diplomatic missions, and to France, the Netherlands, the United Kingdom, Canada, and the Secretary General of the Organization of American States.

3. Agenda

The draft provisional agenda for the IX Meeting of the Directing Council, which was transmitted to the Member Governments along with the convocation of 16 April, is presented to the Executive Committee for consideration under Topic 12 of the present meeting.

Reports on the Status of Malaria Eradication in the Americas. Among the topics of the agenda are the reports of the Member Governments on the status of malaria eradication programs in their respective countries. To facilitate the presentation of the reports, the Bureau prepared and transmitted to the governments a set of tables for use in compiling the required information in condensed form, without prejudice to each representative's making an oral statement in plenary session, which could summarize and emphasize the salient points in the malaria programs of the individual countries. After the meeting, the Bureau will begin the preparation of a general summary on the status of malaria eradication in the Continent, based on the information submitted by each country, to be issued as part of the proceedings of the IX Meeting of the Directing Council.

Technical Discussions. Also included on the agenda are the technical discussions on the topic "Methods for the Preparation of National Public Health Plans." Dr. Guillermo Arbona, Chief of the Department of Preventive Medicine and Public Health, School of Tropical Medicine, San Juan, Puerto Rico, has accepted the invitation extended by the Director, pursuant to the Rules for Technical Discussions, to serve as expert for the discussions and prepare the introductory paper on the topic chosen.

The Bureau has kept uppermost in mind that the discussions will serve as a forum of free exchange of ideas through a full participation of all representatives, and has planned to provide sufficient information to the participants well in advance in order to secure their collaboration.

Through correspondence and personal discussions with the expert in charge of preparing the introductory statement and with national workers, the staff of the Bureau has been active in promoting preliminary exchanges of views and in gathering available information and special material. Considerable interest has been expressed by health leaders in the Americas in the "Methods for the Preparation of National Public Health Plans." Several Directors of Health and national health officials have volunteered valuable comments which have been carefully studied by the Bureau and will be utilized in the further development of the discussion topic.

An outline has been prepared of the steps involved in the process of national health planning, namely: (1) identification of health problems; (2) determination of the services required; (3) formulation of the plan; and (4) evaluation and readjustment of the plan. This outline, a copy of which is attached for the information of the Executive Committee, is being transmitted to the governments in order to stimulate advance consideration of the subject and serve also to facilitate the orderly development of the discussions.

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The Director wishes to express on this occasion his appreciation to the authorities of the Government of Guatemala for all the facilities they are making available and the cooperation they are giving to ensure the success of the forthcoming meetings of the governing bodies of the Organization.

Annex: Proposed outline for technical discussions at the
IX Meeting of the Directing Council

PROPOSED OUTLINE FOR TECHNICAL DISCUSSIONS
AT THE IX MEETING OF THE DIRECTING COUNCIL*

Methods for the Preparation of National Public Health Plans

- I. Purpose and Justification
 - Is a long-range health plan necessary?
- II. Responsibility for the Preparation of the Plan
 - Alternatives
 - A. Minister or director and staff
 - B. Commission for planning; its formation and functions, duration and financing
- III. International Collaboration
 - Alternatives
 - A. Executive -- principal or exclusive responsibility in the preparation of the plan
 - B. Critical analysis of plans already prepared
 - C. Consultant services to nationals in the preparation and development of the plan
- IV. Identification of the Problems and Available Resources
 - A. Principal data required
 - 1. Information routinely available
 - 2. Additional minimum data needed
 - 3. Method of obtaining data
 - B. National, regional, and local responsibilities and professional and community participation
- V. Determination of the Needs and Criteria for Priority

* For discussion limited to one day it will probably be necessary to select subjects from this outline.

- VI. Formulation of the Plan
 - A. Organization of the services
 - B. Personnel
 - 1. Provisions for education of doctors, nurses, engineers, etc.
by years and stages
 - 2. Development of career in public health
 - C. Legislation
 - D. Financing of the plan
 - 1. Funds for services and construction
 - 2. National, regional, and local participation
 - 3. Participation by Social Security, private enterprise, etc.
 - E. Coordination with other agencies; namely, Education, Agriculture, Public Works, etc.
- VII. Evaluation and Readjustment of the Plan