



# XVI Pan American Sanitary Conference

## XIV Regional Committee Meeting



Minneapolis, Minnesota, U.S.A.  
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MEMORANDUM OF AGREEMENT BETWEEN THE PAN AMERICAN HEALTH ORGANIZATION AND  
THE INTER-AMERICAN DEVELOPMENT BANK RELATED TO TECHNICAL ASSISTANCE  
ACTIVITIES

In the development of its program a Technical Assistance Office has been established in the Inter-American Development Bank whose function it is to provide consultant services and assistance to governments in all fields of concern to the Bank. Both the Bank and PAHO have common interests as well as specific responsibilities and competences with respect to certain programs and activities such as water and sewage. In order to provide a framework of understanding for joint collaboration in technical assistance activities connected with water supply and sanitation projects, the attached letter of agreement has been developed.

Annex:

PAN AMERICAN HEALTH ORGANIZATION  
Pan American Sanitary Bureau, Regional Office of the  
WORLD HEALTH ORGANIZATION

AGREEMENT ON PROCEDURES BETWEEN THE INTER-AMERICAN DEVELOPMENT  
BANK AND THE PAN AMERICAN HEALTH ORGANIZATION FOR TECHNICAL AS-  
SISTANCE ACTIVITIES IN THE FIELDS OF COMMUNITY WATER SUPPLY AND  
SANITATION FACILITIES

It is recognized that in their mutual efforts to provide technical assistance to the governments of Latin America, the policies and procedures of both IADB and PAHO are in a developmental stage in which both agencies will have to function to rather large extent on an "ad hoc" basis until experience has been acquired which can permit a more permanent understanding. Nevertheless, there appears to be a need for a preliminary statement which will guide the staff of the respective agencies in their day to day functions to assure the most effective and efficient development of the technical assistance to be rendered, and to insure continuation of the harmonious relationships now existing between the two organizations.

Upon trial of the procedures set forth below, it may be expected that additions and/or changes will be needed and can be effected at the appropriate time by mutual understanding.

I. Coordinating Requests

The IADB and the PAHO agree to have mutual and continuous consultations to avoid duplication on request for technical assistance to both organizations.

II. Requests Submitted Only to IADB

1. As a general procedure, consultations will be held with PAHO on requests received only by IADB to obtain the technical judgment of the Organization as to the best way to comply with the request.
2. On the basis of such consultations, where it is agreed that PAHO technical assistance is to be provided, a plan of operation will be prepared in which one of two procedures can be followed as described under A. and B., below.

A. If the Plan contemplates PAHO technical assistance PAHO will be asked to submit recommendations, including:

- a. Names of experts under consideration and known to be available, with a full description of their experiences.

- b. Names of consulting firms under consideration, acceptable to the government, with a description of their experiences in Latin America.
- c. Specific plan of action.
- d. Estimated budget in detail.

Under this arrangement IADB will contract directly the experts and consulting firms which may be those recommended by PAHO. IADB would inform the government of the means by which the technical assistance is proposed to be provided and at the same time the Plan would be submitted to the government by IADB for approval. Such experts and firms will be asked to work directly under PAHO supervision in the field.

B. If the Plan contemplates PAHO technical assistance and operational responsibility, PAHO will submit a proposal including:

- a. Names of experts under consideration and known to be available, with a full description of their experiences.
- b. Names of consulting firms under consideration, acceptable to the government concerned, with a description of their experiences in Latin America.
- c. Specific plan of action.
- d. Estimated budget in detail.

Under this arrangement,

a. PAHO, with previous approval from the Bank, would make such revisions and changes to each of the four items.

b. IADB would inform the government of the means by which the technical assistance is proposed to be provided and at the same time the Plan would be submitted to the Government by IADB for approval. If accepted by the government, IADB would notify PAHO to proceed with implementation of the Plan.

c. PAHO would carry out the Plan to its completion following established procedures in dealing with the government concerned.

d. Upon completion of the work as defined by the Plan, and at such stages as previously decided upon, reports would be submitted by PAHO to the IADB, and where appropriate, IADB would forward such reports to the government.

e. PAHO would directly pay for all costs and at the time of completion of the project would request reimbursement from IADB on those items previously agreed to and contained in the budget estimate of the Plan.

3. Under either proposal A. or B. above, PAHO assistance will be provided without cost to IADB. This is to say that permanent staff at headquarters, and in projects, correspondence, and administrative overhead are to be covered by PAHO.

4. Any reports prepared by the experts of firms will be submitted directly by such to IADB, except in cases where assistance is provided under supervision of PAHO when such reports will be submitted through PAHO to IADB.

5. In case of either A. or B., the PAHO agrees to give to the Bank a technical opinion and an evaluation of the work done and the proposal.

### III. Requests Submitted Only to PAHO

As a general procedure, consultation will be held with the Bank on all requests received only by PAHO to obtain the technical judgment of the Bank as to the best way to comply with the request.

### IV. Requests Submitted to Both IADB and PAHO

1. The procedures followed will be the same as those indicated in II above except that consultations will be held to determine if either organization wishes to undertake the entire request. If PAHO and the Bank agree that PAHO should undertake the request, the requesting authority will be so notified and IADB will arrange to receive copies of the reports submitted to PAHO for its information and use.

2. If the two organizations decide to share responsibility for the request, the cost will be divided between them on an equitable basis, with technical supervision of the entire operation in accordance with a plan of action that should be established in complete agreement between the Bank and PAHO.

### V. Agreements

A separate agreement comprising an exchange of letters shall be made for each technical assistance activity which sets forth the understanding pertaining to that activity.