



*directing council*

PAN AMERICAN  
SANITARY  
ORGANIZATION  
VI MEETING

*regional committee*

WORLD  
HEALTH  
ORGANIZATION  
IV MEETING



*Havana, Cuba  
15-24 September 1952*

CD6/10 (Eng.)  
7 August 1952  
ORIGINAL: ENGLISH

Topic 13: FINANCIAL REPORT OF THE DIRECTOR AND REPORT OF THE EXTERNAL  
AUDITOR FOR THE FINANCIAL YEAR 1951

The Executive Committee at its 16th Meeting considered and reviewed the Financial Report of the Director and the Report of the External Auditor for the financial year 1951 (Document CE16/8).

The Committee resolved on 25 April 1952 (Resolution XI) to approve both reports and to submit them to the Directing Council. Document CE16/8 is therefore attached for consideration by the Directing Council.

Proposed Resolution

Having noted the approval given by the Executive Committee at its 16th Meeting (Resolution XI) to the Financial Report of the Director and the Report of the External Auditor for the financial year 1951, and having considered both reports,

THE DIRECTING COUNCIL

RESOLVES:

1. To approve the Financial Report of the Director and the Report of the External Auditor for the financial year 1951.



*executive committee of  
the directing council*

PAN AMERICAN  
SANITARY  
ORGANIZATION

*working party of  
the regional committee*

WORLD  
HEALTH  
ORGANIZATION



16th Meeting  
Washington, D. C.  
21-30 April 1952

CEL6/8 (Eng.)  
27 March 1952  
ORIGINAL: ENGLISH

Topic 19: FINANCIAL REPORT OF THE DIRECTOR AND REPORT OF THE  
EXTERNAL AUDITOR FOR THE FINANCIAL YEAR 1951

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FINANCIAL REPORT OF THE DIRECTOR

Entering the year 1951, the Bureau still faced the problem of developing an adequate Working Capital Fund. You will recall that this problem has plagued the Bureau since the early postwar period. At the time of the XII Conference the Bureau was overspending its income by 50% despite the fact that it was paying neither rent nor salaries of its professional staff. In 1947 the working capital funds were being rapidly depleted and were completely exhausted early in 1948. The Bureau had to depend on borrowed funds for some months. This situation was relieved by voluntary supplementary contributions received from Chile, El Salvador, Mexico and Venezuela during 1948, from Brazil in 1949, and from the Dominican Republic in 1950. The problem of properly financing the work of the Bureau and providing working capital for certain future year expansion took an excessive amount of time and energy of the Director and his staff during the period 1947 to 1950. It was realized that a substantial increase in the working capital fund was a vital necessity for funding future programs. It was necessary that the fund be large enough to provide cash to cover operating expenses through the first 7 or 8 months of the calendar or program year.

With this in mind the basic allotments issued early in 1951 were limited to a total of \$1,578,000.00. As the cash position and quota payment record improved in the last half of the year, the allotments were increased to a final total of approximately \$1,749,000.00. The time requirements for implementing programs precluded the utilization of a more substantial portion of total receipts for 1951 after the approximate amount thereof became known. Planned decentralization of the program supervisory staff to the zone offices was substantially implemented in 1951. The necessary funds were allotted to zone offices to provide for the additional staff and zone office operations.

In comparison with previous years, and due primarily to the active interest created by the cable sent in the name of the Executive Committee on 1 May 1951 and the monthly advices of Status of Quota Contributions,

collections of both the current year's quotas and the quotas in arrears have substantially improved. Since this accounts for a considerable portion of the quotas in arrears, no such record may be expected this year unless certain key collections are effected. The increase over 1950 was \$418,010.99, as reflected in the following figures:

	<u>1950</u>	<u>1951</u>
Current year	\$1,378,971.51	\$1,748,627.50
Arrears	<u>117,499.86</u>	<u>165,854.86</u>
	\$1,496,471.37	\$1,914,482.36

In addition, our Miscellaneous Income has been much higher due primarily to the 3% Procurement Service Charge and several non-recurring items.

The favorable position of the Bureau appeared possible at the time of the V Meeting of the Directing Council, but actually developed in the last three months of the year following the meeting. The final totals of the year's operations showed expenses of \$1,697,000.00 and \$7,000.00 for Emergency Procurement against income of \$2,008,000.00. This has increased our Working Capital Fund from \$1,067,000.00 to \$1,371,000.00.

It was a source of great satisfaction to me to enter this year with full confidence that the planned program can be carried out with little fear of embarrassment due to lack of working capital funds to cover current expenditure requirements.

Since the Bureau must continue to depend on the Working Capital Fund for practically all of its operating requirements during the first eight months of a typical year, it is believed that the fund should be maintained at a minimum of 60% of the ensuing year's budget. The fund must provide for years in which quota collections may be abnormally delayed due to unusual circumstances. For such contingencies the fund should be built up to a level somewhat higher than 60%. This would also provide the facility for future operational expansion should other conditions warrant such action. It is hoped that 1952 operations will provide a slight further increase in the Working Capital Fund. Present projections of operating levels for this year are made with such a result in mind.

With the above desirable financial condition in mind the 1952 financial plans have been developed, projecting program expenditures up to approximately \$1,875,000, in implementation of the programs approved by the Directing Council last fall.

Significant non-program expenditures in 1951 included the expense of moving the Headquarters Office from the rented space at 2001 Connecticut Avenue to our new locations. Current expenses of the move were \$5,104.95. Required improvements and related costs which have been capitalized into the Buildings account, as reflected in Exhibit III, totaled \$45,740.00. In addition, a payment of \$50,000.00 was made against the amount loaned to the Bureau by the Kellogg and Rockefeller Foundations for the purchase of the buildings.

Included in this document is the report of the external auditor (appointed by the Directing Council at its V Meeting), a set of financial statements which have been prepared with the advice of the External Auditor and with which he concurs, and additional financial summaries. Your attention to and comment on these statements is invited.

Fred L. Soper, Director  
Pan American Sanitary Bureau

A

21 February 1952  
Washington, D.C.

Sir,

I have the honour to transmit the financial statements of the Pan American Sanitary Bureau which were submitted by the Director with respect to the financial year 1 January to 31 December 1951. These statements have been examined by me, together with the records of the Bureau, pursuant to the Financial Regulations, Article XII, containing the scope of the audit, and are hereby certified.

In accordance with the Financial Regulations, I have the honour to present my report with respect to the above-mentioned financial period.

I have the honour to be, Sir

Your obedient Servant,

(Sngd.)

Uno Brunskog  
External Auditor

The Chairman of the  
Directing Council of the  
Pan American Sanitary Organization

UB/rk

REPORT OF THE EXTERNAL AUDITOR ON THE AUDIT OF THE ACCOUNTS  
OF THE PAN AMERICAN SANITARY BUREAU FOR THE FINANCIAL YEAR  
1951

1. Pursuant to my letter of appointment as the External Auditor in accordance with Article XII, paragraph 12.1 of the Financial Regulations for the Pan American Sanitary Bureau, I have examined the accounts of the Bureau for the financial year 1951, with due regard to the provisions concerning the scope of the audit as contained in Article XII of the Financial Regulations, and I have the honour to submit the following report, together with the accounts submitted to me by the Director.
2. Audit certificates have been issued, subject to the observations in this report, to the following statements of the Pan American Sanitary Bureau:
  - (a) Statement of Appropriations, Obligations and Balances for the year 1951;
  - (b) Statement of Income and Obligations and Surplus for the year 1951;
  - (c) Statement of Assets and Liabilities as of 31 December 1951
3. Surplus for 1951
  - As shown in Exhibit II, the budgetary surplus for 1951 amounted to \$311,373, representing 16% of the total voted budget. This large surplus was the result of the following facts:
    - (a) the Miscellaneous Income, estimated at \$25,000 in the budget actually amounted to \$94,153, or an excess of \$69,153;
    - (b) collected arrears of contributions amounting to \$165,855, a much larger amount than was expected;
    - (c) due to the sporadic and inconsistent nature of the contribution collections, the Bureau was loathe to issue allotments to the full extent of the programmes under the 1951 budget.
4. The experience gained in 1951 regarding miscellaneous income, collection of contribution arrears, and the anticipated date and amount of the current years collections should facilitate the Bureau in

issuing allotments in an amount much closer to the 1952 voted Budget than has been the case in 1951. Taking into account the improved cash position it should be possible to start projects at an earlier date in 1952.

5. Contributions

Of the total assessments of contributions, amounting to \$1,943,681 there has been collected \$1,748,627 (90%) leaving an unpaid balance of \$195,054 (see schedule A). As can be seen from Annex I to the said Schedule, collections of arrears of contributions have been made to an amount of \$165,855.

6. WHO's Share of Common Services

The details of Miscellaneous Income are shown in Exhibit II. As can be seen from this schedule WHO's share of Common Services and two Conferences (\$32,126) relates to 1950. A tentative amount (\$20,775) has been set up as a receivable by PASB for the WHO share of 1951 common services and this amount has been credited to the PASB Common Services Allotment. I have been informed that discussions are going on between the Bureau and the WHO trying to get a fixed basis for these calculations.

7. Old Claims on Governments

In Exhibit III is shown as amounts receivable from Governments an amount of \$137,960. This amount includes claims outstanding from 1949 with \$16,464 and from 1950 with \$3,778. It is to be hoped that in the future such claims will be kept on a more current basis.

8. Purchase Accounts

In Exhibit III under the heading "Special Funds" is shown Purchase Service Account to an amount of \$1,233,640. This account represents deposits from Governments and Institutions. The biggest shares in this deposit account are held by

Brazil	\$1,061,995
Argentina	92,976
Venezuela	14,717
Paraguay	13,731
TOTAL	\$1,183,419

9. Interim Headquarters

The Pan American Sanitary Conference adopted a Resolution relating to contribution on purchase of a building for the Bureau and authorized:



the Director to undertake the study and planning of a building for the Bureau, in consultation with the appropriate technical bodies and to report the results thereof at a future meeting of the Executive Committee;

the Executive Committee to appoint a sub-committee in collaboration with the Director which would take the necessary steps to select and contract for buildings or property, on a rental or purchase basis, to serve as an interim headquarters for the Bureau pending the construction of its own building;

the Director to appropriate, in accord with the Executive Committee, the amounts required for carrying out the recommendations mentioned above.

The Executive Committee appointed a sub-committee on Interim Headquarters and approved the following actions taken by the subcommittee in collaboration with the Director, namely:

27 February 1951, purchase of Blodgett House in Washington at a price of	\$125,000
1 March 1951, purchase of the Hitt House in Washington at a cost of	175,000
	<u>300,000</u>

For the financing of these purchases Rockefeller Foundation and Kellogg Foundation on 26 and 28 February respectively, each lent \$150,000 to the Bureau on the conditions that the loans had to be used exclusively for purchasing of the houses named above and that the loans should be repaid in full before 1 January 1957, without interest.

10. In Exhibit III the value of the buildings are shown at an amount of \$345,740 and the loans at \$250,000, making a difference of \$95,740. This difference which also appears in Exhibit III as the heading "Equity of Buildings" is made up as follows:

Improvements, etc., of the buildings	\$45,740
Repayment of \$25,000 on each of the two loans	50,000
	<u>\$95,740</u>

This amount has been charged to Part III (Administration) of the Pan American Sanitary Bureau Budget.

As there were no provisions in the Budget for these payments they should -- in accordance with the Financial Regulations (Article VI, paragraph 6.5) as extraordinary expenses or other authorized purposes -- have been financed by advances from the Working Capital Fund. However, a reason for charging the payments to the Budget is that the Director was authorized to appropriate the payments. This expression can be applied in such direction that the expenditure ought to be charged to the budget.

11. Taking into account that a good outcome on 1951 budget operations must have been known at the time of the V Meeting of the Directing Council last year, it would seem that the question dealt with above could have been settled in a more proper way within the limit of the once approved budget.

It is my duty to point out that authorizations in general terms should never be used. The authorizations ought always be accompanied by an indication of the sources from which the payments have to be financed.

12. Working Capital Fund

The principle features of the Working Capital Fund are laid down by the XIII Pan American Sanitary Conference in Ciudad Trujillo in 1950. The Conference resolved i.a. as follows:

1. To create a Working Capital Fund (estimated for 1951 to be \$1,175,880);
2. That the Working Capital Fund should be for the purpose of financing only operations of budgets approved for the Pan American Sanitary Organizations;
3. That the Working Capital Fund should comprise:-----  
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(c) in years subsequent to 1950 cash in excess of obligations should be credited to the Working Capital Fund to the amount needed to replenish the Fund and finance the expenditure level approved by the Directing Council; and other balances, if any, will be disposed of in accordance with such financial regulations as are adopted by the Directing Council;

4. That title of funds shall rest with the Pan American Sanitary Organization and shall be administered by the Director of the Pan American Sanitary Bureau in accordance with such financial regulations as are adopted by the Directing Council and the Conference."

At the V Meeting of the Directing Council in 1951, the Financial Regulations for the Pan American Sanitary Bureau were approved. In these Regulations the purpose of the Working Capital Fund was extended. Hence, it is stated in Article VI, paragraph 6.2 that the purposes have to be determined from time to time by the Directing Council and in paragraph 6.5 of the said Article "transfers from the Working Capital Fund to finance unforeseeable and extraordinary expenses as other authorized purposes shall be reimbursed".

It is perfectly clear that such cases of unforeseeable expenses can arise which cannot be met from the Emergency Procurement Revolving Fund. From that point of view there can be no objection about such an extension of the purposes of the Working Capital Fund. However, as far as I can see, it is not indicated in the procedure how to handle questions of unforeseeable expenditures between the meetings of the Directing Council. It seems advisable to give the Director some kind of instructions and authorization in that direction.

13. From the foregoing paragraph it will be seen that the Working Capital Fund is owned by the Pan American Sanitary Organization. In United Nations as in all the Specialized Agencies each Member State has its share in the respective Working Capital Fund, or in other words, the Working Capital Fund belongs to the Member States and not to the Organization.

In the International Labor Organization there is a Working Capital Fund appropriated by the Member States in the ordinary way and a Reserve Fund, which rest with the Organization. Broadly speaking the both funds are established for the same purposes as the Working Capital Funds in United Nations and the other specialized agencies.

The Working Capital Fund of the Pan American Sanitary Organization is used in the real sense of its name. However, in order to avoid confusion about the status and ownership of the Fund in the future, I would like to recommend that the title of the Fund should be changed to Pan American Sanitary Fund, Reserve Fund or something like that.

14. Part of the Member States are for different reasons unable to pay their contributions to the Organization until the second half-year. Therefore, pending the receipt of contributions, the Working Capital Fund financed the operations of the 1951 budget to the following extent.

January	\$ 90,000
February	147,000
March	297,000
April	379,000
May	273,000
June	386,000
July	472,000

For financing the 1951 budget operations the Working Capital Fund has been called for some 30% of the budget disbursements. However, taking into account

that the contributions from the United States of America were paid two months earlier than in 1950 and

that arrears of contributions were collected under the first half year of 1951 to such an extent which cannot regularly be expected in following years,

the results of 1951 should not be considered as indicative for the future. If the conditions during 1950, this being considered a more "normal" year, are used as a basis for calculation of the demands upon the Working Capital Fund for financing budget operations, the total cash in the Working Capital Fund should cover at least 50% of the expected budgetary disbursements. Note that this calculation does not cover "unforeseeable and extraordinary expenses". Increases in the budget from year to year will, of course, also make a corresponding increase in the demand upon the Working Capital Fund. It would defer the scheduled commencing of new programmes if the Working Capital Fund were unable to meet these increased demands.

#### 15. Financial Situation

The Pan American Sanitary Bureau has a sound and favorable financial position.

#### 16. Inventory

A statement of the inventory on hand at headquarters as at 31 December 1951 has been rendered to me and is shown in the table below.

##### Equipment

Typewriters	\$28873.	
Calculators	3784.	
Dictaphone equipment	8512.	
Cars	2000.	
Furniture	48227.	
Filing and card-index cabinets	15561.	
Medical equipment	2738.	
Reproduction equipment	14928	
Cartographic and drafting equip.	2499.	
Various	<u>5501.</u>	\$132,623.

##### Stationery and Office Supplies

4,703.  
\$137,326.

Test checks made indicate that the statement is correct.

A new system of inventory records has recently been introduced which should greatly improve the Headquarters Control of equipment and supplies.

All the capital assets and stationery are covered by insurance against fire. However, all insurance policies are currently under review.

17. On dates mentioned below the following items have presumably been stolen from the Bureau, at that time established at Connecticut Avenue.

30 December 1949	1 typewriter, portable
22 June 1950	1 typewriter
	1 desk fan
30 July 1950	1 typewriter
7 August 1950	1 typewriter
16 August 1950	2 typewriters
23 September 1950	1 calculator, electric

The losses have been reported to the police. The articles are listed with the police and the Bureau will be advised if they appear on the market for sale or repair.

By a formal decision the articles in question have now been written off and the property records have been adjusted to show the loss.

18. Conclusion

In conclusion I should like to state that the accounting records have been examined to the extent I have considered necessary to satisfy myself. I have reviewed the accounting system of the Bureau and the arrangements of internal control. The audit was facilitated by the officers of the Bureau, and I am pleased to state that all necessary help was given to me in the most obliging manner, for all I wish to express my appreciation.

(Signed)  
Uno Brunskog  
External Auditor

Washington, 21 February 1952

STATEMENT OF APPROPRIATIONS, OBLIGATIONS AND BALANCES  
FOR THE YEAR 1951

Exhibit I

Part	Purposes of Appropriation	A p p r o p r i a t i o n s			O b l i g a t i o n s I n c u r r e d		Total	Unobligated Balance of Appropriations
		Appropriated By the Directing Council	Amount Transferred between Parts (figures in brackets denote reductions)	Effective Appropriation	Liquidated by Disbursements	Unliquidated		
I	Pan American Sanitary Organization	\$ 75,854.00	\$ 7,735.38	\$ 83,589.38	\$ 71,227.88	\$ 12,361.50	\$ 83,589.38	\$ —
II	Activities - Pan American Sanitary Bureau	1,550,102.00	(152,489.25)	1,397,612.75	1,047,733.94	78,460.32	1,126,194.26	271,418.49
III	Administration - Pan American Sanitary Bureau	342,725.00	144,753.87	487,478.87	426,223.43	61,255.44	487,478.87	—
T O T A L		\$1,968,681.00		\$1,968,681.00	\$1,545,185.25	\$ 152,077.26	\$1,697,262.51	\$271,418.49

For the Director,  
Pan American Sanitary Bureau

*Harry A. Henderson*  
Chief, Division of Administration

The above statement has been examined in accordance with my directions. I have obtained all the information and explanations that I have required, and I certify, as a result of the audit, that, in my opinion the above statement is correct, subject to the observations in my report.

*Uno Brunskog*  
Uno Brunskog  
External Auditor.

STATEMENT OF INCOME, OBLIGATIONS  
AND SURPLUS FOR THE YEAR 1951

Exhibit II

Income

Contributions from Member States:		
Amounts collected in respect of the 1951 Assessments (Schedule A)		\$1,748,627.50
Amounts Collected in respect of arrears for previous years (Schedule A and Annex 1)		165,854.86
Miscellaneous Income		
3% Procurement Charge	\$43,039.71	
WHO share of 1950 Common Services and two Conferences	32,125.85	
Interest Earned	5,575.04	
Contributions from non self-governing territories	4,776.25	
Sale of old Capital Assets	3,200.00	
Sale of Bulletin	265.25	
Unused budgetary provisions 1949	947.99	
Sundries	<u>4,222.84</u>	
		<u>94,152.93</u>
Total Income		2,008,635.29

Obligations

Obligations Incurred (Exhibit I)	<u>1,697,262.51</u>
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Surplus

Excess of Income over Obligations (Carried to Working Capital Fund)	<u>\$ 311,372.78</u>
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For the Director,  
Pan American Sanitary Bureau

*Harry A. Vanderer*  
Chief, Division of Administration

The above statement has been examined in accordance with my directions. I have obtained all the information and explanations that I have required, and I certify, as a result of the audit, that, in my opinion the above statement is correct, subject to the observations in my report.

*Uno Brumskog*  
Uno Brumskog  
External Auditor.

EXHIBIT III

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 1951

<u>ASSETS</u>			<u>LIABILITIES</u>	
<u>GENERAL FUND</u>			<u>GENERAL FUND</u>	
Contributions Receivable from Member States (Schedule A)	\$ 627,614.15		Contributions from Member States received in advance - Honduras	\$ 21.39
Less: Reserve for non-collected Contributions	<u>627,614.15</u>	-0-	Venezuela	<u>26,045.00</u> \$ 26,066.39
Accounts Receivable:			Accounts Payable:	
Governments	\$ 137,960.54		Unliquidated Obligations in respect of 1951 Budget	
Sundry Debtors	<u>75,602.84</u>	\$ 213,563.38	Appropriations (Exhibit I)	\$ 152,077.26
Capital Assets:			Unliquidated Obligations in respect of 1950 Budget	
Buildings in Washington		345,740.00	Appropriations (Balance)	15,160.10
			Loan from Kellogg Foundation	125,000.00
			Loan from Rockefeller Foundation	125,000.00
			Sundry Creditors	<u>5,230.50</u>
			Advanced from Working Capital Fund	422,467.86
			Equity in Buildings	15,029.13
				<u>95,740.00</u>
				\$ <u>559,303.38</u>
<u>WORKING CAPITAL FUND</u>			<u>WORKING CAPITAL FUND</u>	
Cash in Banks	\$ 739,278.96		(Schedule B)	\$ 1,371,043.09
Investments (Schedule C)	616,693.33			
Interest accrued	41.67			
Advanced to General Funds	<u>15,029.13</u>			
	\$ <u>1,371,043.09</u>			\$ <u>1,371,043.09</u>
<u>EMERGENCY PROCUREMENT REVOLVING FUND</u>			<u>EMERGENCY PROCUREMENT REVOLVING FUND</u>	
Cash in Bank	\$ 50,000.00		(Schedule D)	\$ 50,000.00
<u>TRUST FUNDS</u>			<u>TRUST FUNDS</u>	
Cash in Bank	\$ 57,592.21		(Schedule E)	\$ 57,592.21
<u>SPECIAL FUNDS</u>			<u>SPECIAL FUNDS</u>	
Cash in Bank	\$ 1,233,640.68		Purchase Service Accounts - Governments	\$ 1,227,615.71
	\$ <u>1,233,640.68</u>		- Institutions and Individuals	<u>6,024.97</u>
				\$ <u>1,233,640.68</u>
<u>TECHNICAL ASSISTANCE - ORGANIZATION OF AMERICAN STATES</u>			<u>TECHNICAL ASSISTANCE - ORGANIZATION OF AMERICAN STATES</u>	
Cash in Bank	\$ 71,512.91		(Schedule F)	\$ 71,512.91
	\$ <u>71,512.91</u>			\$ <u>71,512.91</u>
GRAND TOTAL	\$ <u>3,343,092.27</u>		GRAND TOTAL	\$ <u>3,343,092.27</u>

For the Director,  
Pan American Sanitary Bureau

*Harry A. Hinderer*  
Chief, Division of Administration

The above statement has been examined in accordance with my directions. I have obtained all the information and explanations that I have required, and I certify, as a result of the audit, that, in my opinion the above statement is correct, subject to the observations in my report.

*Uno Brunskog*  
Uno Brunskog  
External Auditor.



## STATEMENT OF CONTRIBUTIONS OF MEMBER STATES

States	Contributions in respect of the year 1951			In respect of years prior to 1951 (see Annex 1) Balance due on 31 December 1951	Total Balance due on 31 Dec. 1951
	Assessments	Collections	Bal. Due		
Argentina	\$ 120,703.00	-	\$ 120,703.00	\$ 159,936.42	\$ 280,639.42
Bolivia	10,690.00	-	10,690.00	26,141.82	36,831.82
Brazil	176,292.00	\$ 154,335.60	21,956.40	203,961.78	225,918.18
Chile	32,265.00	32,265.00	-	-	-
Colombia	36,930.00	27,305.89	9,624.11	-	9,624.11
Costa Rica	3,304.00	2,800.00	504.00	14.99	518.99
Cuba	23,519.00	23,519.00	-	8,347.57	8,347.57
Dominican Republic	6,220.00	6,220.00	-	-	-
Ecuador	8,358.00	-	8,358.00	9,619.13	17,977.13
El Salvador	6,220.00	6,220.00	-	-	-
Guatemala	8,941.00	-	8,941.00	-	8,941.00
Haiti	8,163.00	8,163.00	-	-	-
Honduras	4,276.00	4,276.00	-	-	-
Mexico	72,499.00	72,499.00	-	-	-
Nicaragua	4,082.00	-	4,082.00	3,430.43	7,512.43
Panama	3,693.00	3,683.00	-	-	-
		(1) 10.00			
Paraguay	4,082.00	-	4,082.00	-	4,082.00
Peru	23,907.00	22,412.81	1,494.19	21,108.51	22,602.70
United States	1,355,328.00	1,355,328.00	-	-	-
Uruguay	13,023.00	8,404.20	4,618.80	-	4,618.80
Venezuela	21,186.00	21,186.00	-	-	-
	\$1,943,681.00	\$1,748,627.50	\$ 195,053.50	\$ 432,560.65	\$ 627,614.15

Note: (1) Difference due to erroneous notice of Contribution absorbed in operations.

Arrears of Contributions Due by Member States  
in Respect to Years Prior to 1951

Schedule A  
Annex 1  
Page 1

STATE	YEAR	Due on 1 Jan. 1951	Collected in 1951	Balance due 31 December '51	Totals
Argentina	1948	\$ 957.04	\$ -	\$ 957.04	
"	1949	79,560.00	-	79,560.00	
"	1950	79,419.38	-	79,419.38	159,936.42
Bolivia	1947	706.78	-	706.78	
"	1948	3,533.90	-	3,533.90	
"	1949	11,050.00	-	11,050.00	
"	1950	10,851.14	-	10,851.14	26,141.82
Brazil	1949	49,626.19	-	49,626.19	
"	1950	154,335.59	-	154,335.59	203,961.78
Chile	1950	14,335.59	14,335.59	-	-
Colombia	1949	27,778.97	27,778.97	-	-
"	1950	33,089.95	33,089.95	-	-
Costa Rica	1950	2,734.99	2,720.00	14.99	14.99
Cuba	1946-47	1,911.43	-	1,911.43	
"	1/7-31/12/47	955.72	-	955.72	
"	1948	4,778.58	-	4,778.58	
"	1949	330.00	-	330.00	
"	1950	18,571.84	18,200.00	371.84	8,347.57
Ecuador	1948	779.13	-	779.13	
"	1949	8,840.00	-	8,840.00	9,619.13
Guatemala	1948	1,773.32	1,773.32	-	
"	1949	9,860.00	9,860.00	-	
"	1950	9,758.88	9,758.00	-	
			(1) .88		

STATE	YEAR	Due on 1 Jan. 1951	Collected in 1951	Balance due 31 December '51	Totals
Nicaragua	1950	\$ 3,430.43	\$ -	\$ 3,430.43	\$ 3,430.43
Paraguay	1943-44	405.91	405.91	-	
"	1944-45	405.91	405.91	-	
"	1945-46	405.91	405.91	-	
"	1946-47	405.91	405.91	-	
"	1/7-31/12/47	214.34	214.34	-	
"	1948	1,071.68	1,071.68	-	
"	1949	3,570.00	3,570.00	-	
"	1950	3,776.73	3,776.73	-	
Peru	1949	14,437.79	14,437.79	-	
"	1950	23,268.36	2,159.85	21,108.51	21,108.51
Uruguay	1/7-31/12/47	440.58	440.58	-	
"	1948	2,202.93	2,202.93	-	
"	1949	9,350.00	9,350.00	-	
"	1950	9,490.61	9,490.61	-	
		\$598,415.51	\$165,854.86	\$432,560.65	\$432,560.65

Note: (1) Omitted from remittance and absorbed in operations.

Schedule B

WORKING CAPITAL FUND

Brought forward from 1950 accounts	\$ 930,668.61
Cruzeiro Funds transferred in accordance with the Res. X of the Fifth Meeting of Directing Council	136,421.18
Excess of Income over Expense for year 1951	<u>311,372.78</u>
	\$1,378,462.57
Reimbursement of Emergency Procurement Revolving Fund	<u>7,419.48</u>
BALANCE AT 31 DECEMBER 1951	<u>\$1,371,043.09</u>

Schedule C

INVESTMENTS AT 31 DECEMBER 1951

<u>DESCRIPTION</u>	<u>PAR VALUE</u>	<u>COST</u>	<u>MARKET VALUE AT 31 DECEMBER 1951</u>
U.S. Savings Bonds Series "G" 12 year, 2-1/2% dated June 1, 1942 and maturing June 1, 1954	\$ 20,000.00	\$ 20,000.00	\$ 19,520.00
U. S. Treasure Bills, maturing March 15, 1952	<u>600,000.00</u>	<u>596,693.33</u>	<u>597,780.00</u>
	<u>\$620,000.00</u>	<u>\$616,693.33</u>	<u>\$617,300.00</u>

Schedule D

EMERGENCY PROCUREMENT REVOLVING FUND

Balance at 1 January 1951		\$49,164.20
Expenditures during year 1951:		
El Salvador	\$2,492.40	
Jamaica	<u>4,091.28</u>	<u>6,583.68</u>
		\$42,580.52
Transferred from Working Capital Fund:		
Restoration made in accordance with instructions from Directing Council for the following payments:		
Ecuador - 1950	\$ 835.80	
El Salvador	2,492.40	
Jamaica	<u>4,091.28</u>	<u>7,419.48</u>
BALANCE AT 31 DECEMBER 1951:		
CASH AT BANK		<u>\$50,000.00</u>

TRUST FUNDS

Schedule E  
Page 1

<u>Name and Purpose of Fund</u>	<u>1 January 1951 (Brought forward from 1950)</u>	<u>Amounts Received during 1951</u>	<u>T O T A L</u>	<u>Payments made during 1951</u>	<u>Balance on 31 December 1951</u>
<u>Joint Project Funds</u>					
Nutrition Institute of Central America and Panama Joint project of PASB and Countries involved for the development of the science of nutrition and its application in the Republics of Central America and Panama.	\$ 4,497.93	\$ 83,500.00	\$ 87,997.93	\$(1)53,740.12	\$(2)34,257.81
Institute for the Promotion of Production Promoting increase in production of improved types of corn.	-.-	5,000.00	5,000.00	3,469.34	1,530.66
Nutrition Section - Kellogg Grant To assist in developing a Section of Nutrition in the Pan American Sanitary Bureau					
July 1949 - June 1951	6,877.67	-.-	6,877.67	6,877.67	-.-
July 1951 - June 1952	-.-	15,000.00	15,000.00	6,752.84	8,247.16
Vegetable Protein Project - Lederle Labs. Merck & Co. Natl. Vitamin Foundation, Squibb Inst.-Study of Vegetable Protein supplemented by synthetic vitamin B12	1,149.82	28,814.00	29,963.82	24,953.83	5,009.99
Nutrition Foundation Fund for special apparatus and Study Grant for one nutrition expert	-.-	3,500.00	3,500.00	3,092.42	407.58
Turrialba Study - Kellogg Grant To assist in study in rural sociology at Turrialba, Costa Rica	-.-	3,800.00	3,800.00	2,206.04	1,593.96
Institute of Nutrition of Ecuador Kellogg Foundation - to provide equipment for Bromatological Laboratory of the Institute	10,413.73	2,300.00	12,713.73	12,315.56	398.17

TRUST FUNDS

Schedule E  
Page 2

<u>Name and Purpose of Fund</u>	1 Jan. 1951 (Brought forward from 1950)	Amounts Received during 1951	T O T A L	Payments made during 1951	Balance on 31 December 1951
<u>U.S. Public Health Service</u>					
Grant for the study of the Disease Onchocerciasis and its Vector the Simulium fly.					
July - 1949 - June 1950	832.65	-.-	832.65	832.65	-.-
July - 1950 - June 1951	7,105.76	15,717.00	22,822.76	22,145.10	677.66
July - 1951 - June 1952	-.-	23,575.00	23,575.00	19,115.23	4,459.77
Grant for Field Studies of Malaria and Antimalarial Drugs	2,026.46	-.-	2,026.46	1,017.01	1,009.45
	<u>\$32,904.02</u>	<u>\$181,206.00</u>	<u>\$214,110.02</u>	<u>\$156,517.81</u>	<u>\$ 57,592.21</u>

Note: (1) In addition to this cash expenditure are \$2,614.08 obligations payable.

(2) This cash balance is further reduced by \$2,614.08 leaving a balance of funds carried forward to 1952 in amount of \$31,643.73.



TECHNICAL ASSISTANCE  
ORGANIZATION OF AMERICAN STATES

Schedule F

	Amounts Received during 1951	Payments made during 1951	Cash Balance 31 December 1951	Unliquidated Obligations 31 December	Unobligated Balance 31 December
Aftosa Center - Brazil	\$165,341.87	\$ 95,552.01	\$ 69,789.86	\$ 61,653.65	\$ 8,136.21
Nursing Workshop	17,812.00	12,374.38	5,437.62	700.00	4,737.62
Administration	5,000.00	8,714.57	(3,714.57)	650.00	(4,364.57)
	\$188,153.87	\$116,640.96	\$ 71,512.91	\$ 63,003.65	\$ 8,509.26

SUMMARY OF OBLIGATIONS INCURRED  
IN RESPECT OF THE BUDGET FOR THE YEAR  
1 JANUARY - 31 DECEMBER 1951

Part I - Pan American Sanitary Organization

	<u>Liquidated</u>	<u>Unliquidated</u>	<u>Total</u>
Conference Section	\$ 33,703.04	\$ 57.50	\$33,760.54
Directing Council	21,990.89	3,190.00	25,180.89
Executive Committee	13,478.36	-	13,478.36
XIII Pan American Sanitary Conference	1,137.46	8,862.50	9,999.96
Miscellaneous Conferences	138.00	17.50	155.50
	<u>\$ 70,447.75</u>	<u>\$12,127.50</u>	<u>\$82,575.25</u>

## Appendix II

SUMMARY OF OBLIGATIONS INCURRED  
IN RESPECT OF THE BUDGET FOR THE YEAR  
1 JANUARY - 31 DECEMBER 1951

Part II - Activities - Pan American Sanitary Bureau

	<u>Liquidated</u>	<u>Unliquidated</u>	<u>Total</u>
<u>General Services</u>			
Library	\$ 31,616.27	\$ 938.54	\$ 32,554.81
Editorial Section	38,690.11	-	38,690.11
Supply Section	39,020.29	-	39,020.29
Cartographic and Drafting	25,690.53	-	25,690.53
Translating Unit	27,144.11	36.75	27,180.86
Bulletin	26,594.88	1,900.00	28,494.88
Other Publications	2,301.30	554.55	2,855.85
<u>Public Health</u>			
Office of the Chief of Public Health	64,308.49	-	64,308.49
Epidemiology and Statistics	47,481.73	111.75	47,593.48
Public Health Administration	10,913.16	-	10,913.16
Nursing	40,161.39	1,086.64	41,248.03
Nutrition	23,602.04	1,549.25	25,151.29
Health Education	7,635.44	-	7,635.44
Environmental Sanitation	39,564.56	-	39,564.56
Insect Control	177,393.73	4,411.80	181,805.53
Veterinary Public Health	56,852.95	4,483.61	61,336.56
Acute Communicable Diseases	114,842.86	11,316.93	126,159.79
Cooperative Programs	26,212.62	1,228.00	27,440.62
Zone Offices	172,953.97	13,628.29	186,582.26
Followships and Technical Training	25,953.73	3,025.49	28,979.22
Common Services	48,799.78	34,188.72	82,988.50
	<u>\$1,047,733.94</u>	<u>\$ 78,460.32</u>	<u>\$1,126,194.26</u>

## Appendix III

SUMMARY OF OBLIGATIONS INCURRED  
IN RESPECT OF THE BUDGET FOR THE YEAR  
1 JANUARY - 31 DECEMBER 1951

Part III - Administration - Pan American Sanitary Bureau

	<u>Liquidated</u>	<u>Unliquidated</u>	<u>Total</u>
Office of the Director	\$ 73,725.25	\$ 7,173.35	\$ 80,898.60
Office of Chief of Administration	18,543.48	-	18,543.48
Public Information	6,512.91	-	6,512.91
Legal Section	11,651.86	-	11,651.86
Budget Section	13,573.23	3.00	13,576.23
Finance Section	51,328.59	-	51,328.59
Personnel Section	11,737.38	-	11,737.38
Office Services	96,203.17	-	96,203.17
Common Services	27,781.14	48,134.06	75,915.20
Other Charges:			
Loan Amortization	50,000.00	-	50,000.00
Income Tax - 1950	2,402.94	-	2,402.94
Terminal Leave	13,645.63	4,140.00	17,785.63
Building Settlement	1,996.60	-	1,996.60
Office Change	47,121.25	1,805.03	48,926.28
	<u>\$426,223.43</u>	<u>\$61,255.44</u>	<u>\$487,478.87</u>

## Appendix IV

SUMMARY OF 1951 EXPENSES  
BY OBJECT GROUPS

	Pan American Sanitary Organization Part I	Pan American Sanitary Bureau Operations Part II	Administration Part III	Total
Personal Services	\$ 55,384.97	\$ 591,007.14	\$260,278.89	\$ 906,671.00
Personal Allowances	4,778.27	99,374.31	30,998.42	135,151.00
Travel	6,525.10	147,730.36	16,960.54	171,216.00
Space and Equipment Services	772.40	27,489.39	5,318.21	33,580.00
Other Services	2,543.88	47,310.10	17,527.02	67,381.00
Supplies and Materials	11,972.96	63,312.78	5,858.26	81,144.00
Fixed Charges and Claims	-	25,493.16	43,962.84	69,456.00
Grants and Contracted Technical Services	-	85,857.00	-	85,857.00
Acquisition of Capital Assets	1,611.80	38,620.02	106,574.18	146,806.00
	\$ 83,589.38	\$1,126,194.26	\$487,478.36	\$1,697,262.00

Appendix V

INVESTMENTS  
1951

	<u>Interest Earned</u>		<u>Principal</u>
Balance on 1 January 1951			\$ 617,998.00
Invested during year:			
U.S. Treasury Bills			<u>1,195,350.33</u>
			<u>\$1,813,348.33</u>
Sold during year:			
February	\$ 723.00	298,999.00	
March	1,001.00	298,999.00	
November	1,343.00	<u>598,657.00</u>	
Interest on U.S. Savings Bonds Series "G"	<u>541.67</u>		
	<u>\$3,608.67</u>		<u>1,196,655.00</u>
Balance on 31 December 1951			<u>\$ 616,693.33</u>
Description of issues held on 31 December 1951:			
U.S. Saving Bonds Series "G" 12 year 2-1/2% dated June 1, 1942 and maturing June 1, 1954			\$ 20,000.00
U.S. Treasury Bills, maturing March 15, 1952			<u>596,693.33</u>
			<u>\$ 616,693.33</u>

Reference:

Financial Regulations  
Par. 9.1