

*directing council*



PAN AMERICAN  
HEALTH  
ORGANIZATION

XX Meeting

*regional committee*

WORLD  
HEALTH  
ORGANIZATION



XXIII Meeting

Washington, D.C.  
September-October 1971

Provisional Agenda Item 21

CD20/9 (Eng.)  
18 August 1971  
ORIGINAL: SPANISH

PAHO AWARD FOR ADMINISTRATION

During its 66th Meeting the Executive Committee received from the Committee for the PAHO Award for Administration a report (Document CE66/31) declaring the 1971 contest for the PAHO Award for Administration annulled and proposing changes in the present procedure and criteria for the Award (Document CE66/34). The Executive Committee decided (Resolution XV) to transmit the report and proposal of the Award Committee for the PAHO Award for Administration to the XX Meeting of the Directing Council and to recommend to it that it approve the changes suggested.

Bearing in mind those documents the Directing Council may wish to adopt a resolution along the following lines:

THE DIRECTING COUNCIL,

Having received from the Executive Committee the Report of Committee for the PAHO Award for Administration (Document CE66/31) declaring the 1971 PAHO Award for Administration annulled and proposing changes in the procedure and criteria for making it (Document CE66/34); and

Considering the recommendation of the Executive Committee that it approve the changes proposed by the Award Committee,

RESOLVES:

1. To take note of the decision of the 1971 Award Committee.
2. To approve the changes proposed by the Committee for the PAHO Award for Administration in the procedure and criteria for making it.

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Provisional Agenda Item 21

CD20/9 (Eng.)

ADDENDUM I

10 September 1971

ORIGINAL: ENGLISH

PAHO AWARD FOR ADMINISTRATION

In accordance with Resolution XV of the 66th Meeting of the Executive Committee, the Director of the Pan American Sanitary Bureau is pleased to transmit to the Directing Council the following documents relating to the PAHO Award for Administration:

Document CE66/31 - Report of the Award Committee

Document CE66/34, Rev. 1 - Changes in the Procedure for  
Making the Award

Annexes

*executive committee of  
the directing council*

PAN AMERICAN  
HEALTH  
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*working party of* CD20/9 (Eng.)  
*the regional committee* ADDENDUM I

WORLD  
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66th Meeting  
Washington, D.C.  
July 1971

Agenda Item 13

CE66/31 (Eng.)  
14 July 1971  
ORIGINAL: SPANISH

PAHO AWARD FOR ADMINISTRATION - REPORT OF THE AWARD COMMITTEE

Doctors Baltasar Caravedo, P. F. Robert de Caires and Victorio V. Olguín, members of the PAHO Award for Administration Committee, having met on 12 July 1971 to discharge the duties entrusted to them, are of the opinion that:

1. According to the spirit characterizing the establishment of the Award and its purpose, it is intended for administrative officials. This is shown by the background information contained in Document CE61/3 of the 61st Meeting of the Executive Committee in 1969, and the minutes of the sessions of the Governing Bodies that have taken decisions in this regard.
2. According to the criteria and procedure for the Award, either outstanding work in health administration or an outstanding contribution are the requirements for the Award. In the opinion of the Committee, based on the background information concerning the establishment of the Award, this specification delimits the concept of administration to administration as such, and does not cover administration in a broad sense which may involve the performance of technical duties and responsibilities, especially at the managerial level. For this last level of responsibility and work, the Committee believes that there should be some special public health award as a recognition of performance.
3. The performance of health administration duties in the specific sense mentioned above is undoubtedly worthy of recognition as a major contribution to the improvement of the operation and efficiency of health services.
4. The candidates proposed by the Governments for the Award are all officials with outstanding qualifications, discharging important health responsibilities in their countries, and some even at the international level. Their responsibilities and duties appear to fall within the scope of what the Committee specifically defines as the technical and managerial aspects of health administration and are outside the scope of the specific administrative duties for which the Committee believes the Award is intended.

5. In view of this information and these considerations, the Committee decides:

(a) To declare the contest for the PAHO Award for Administration for 1971 to be annulled

(b) To recommend, bearing in mind the purpose of the Award, and the fact that the present criteria and procedures for awarding it are not sufficiently explicit, that they be redrafted to clearly specify the requirements for the Award.

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ORGANIZATION

CD20/9 (Eng.)  
ADDENDUM I  
ANNEX II



66th Meeting  
Washington, D. C.  
July 1971

Agenda Item 13

CE66/34, Rev.1 (Eng.)  
16 July 1971  
ORIGINAL: SPANISH

PAHO AWARD FOR ADMINISTRATION - CHANGES IN THE PROCEDURE AND CRITERIA FOR MAKING THE AWARD

The members of the Award Committee, Doctors Baltasar Caravedo, P. F. Robert de Caires and Victorio V. Olguin, submit to the Executive Committee the following changes in the general rules and criteria for the Award designed to make them clearer and more explicit, in accordance with the views expressed by the Members of the Executive Committee during the discussion of the agenda item.

A. PROCEDURE FOR MAKING THE PAHO AWARD FOR ADMINISTRATION

1. To contribute to the improvement of the administration of health programs the Pan American Health Organization has established the PAHO Award for Administration which will be made annually and will consist of a diploma and the amount of US\$400.
2. The Award will be made one year to a candidate who has done the most outstanding work in health administration, and the next year to a person who has made an outstanding contribution in the form of research, studies, or essays on health administration, except when the Award Committee decides to declare the contest annulled.
3. The names of candidates for the Award by reason of outstanding work in health administration shall be submitted in odd years, and the names of those who are candidates by reason of these works shall be submitted in even years.
4. The Chairman of the Executive Committee of PAHO shall appoint an Award Committee consisting of three representatives of the Members of the Executive Committee, who will discharge their duties during their term of office as representatives of their countries on the Executive Committee. The Chairman shall fill any vacancies that occur among the members of the Award Committee.

5. The names of candidates shall be submitted by the Member Governments of PAHO, through their Ministries of Health.
6. The names of proposed candidates shall be submitted to the Director of the Pan American Sanitary Bureau, together with their "curriculum vitae" and the documentation supporting the quality of the work done, or three copies of the written work which it is proposed to reward, as the case may be.
7. The Director of the Pan American Sanitary Bureau shall send copies of the documentation submitted to the Members of the Award Committee, 30 days before the date of the opening of the first annual meeting of the Executive Committee so that the Award Committee can meet and decide on the Award during the meeting of the Executive Committee, and report to it so that its decision can be transmitted to the Directing Council or the Pan American Sanitary Conference.
8. The announcement of the winner of the Award shall be made during the meeting of the Directing Council or the Pan American Sanitary Conference. The winner will be agreed upon with the Government which proposed the candidate.
9. These general rules and the Award criteria annexed shall be reviewed at any time deemed appropriate in view of the experience gained. The amendments approved by the Executive Committee shall be submitted to the Directing Council or the Pan American Sanitary Conference.

B. CRITERIA FOR THE AWARD

1. Effect of the activity of the candidate in improving health administration. For example:
  - a. Contribution to the improvement of the organization and the introduction of administrative methods and procedures required for the execution of a national, regional or provincial health plan.
  - b. Contribution to the coordination or strengthening of health service agencies.
  - c. Promotion of dedication to duty and of an esprit de corps.
  - d. Introduction of the teaching of administration into health programs.
  - e. Methods of applying and evaluating administrative methods.
  - f. Contribution to the establishment of an efficient personnel system.

- g. Contribution to the establishment of a program budget.
  - h. Design or introduction of an accounting system.
2. Value of a written work by reason of the feasibility of applying its contents for improving health administration, including training. Examples:
- a. Model program of administrative training in medical, health or sanitary engineering schools, etc.
  - b. Model of a personnel system for the health sector.
  - c. A program for the development of administrative manpower adapted to a health plan.