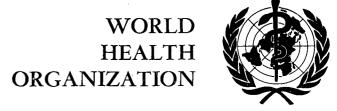


regional committee



XX Meeting

XXIII Meeting

Washington, D. C. September-October 1971

Provisional Agenda Item 16

CD20/18 (Eng.) 27 August 1971 ORIGINAL: SPANISH

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

The Director has the honor to report to the Directing Council that, pursuant to Staff Regulation 12.2, he submitted to the 66th Meeting of the Executive Committee for confirmation the amendments to the Staff Rules set forth in the Annex to Document CE66/11, Rev. 1, which is attached.

After considering the amendments, the 66th Meeting of the Executive Committee adopted the following:

RESOLUTION XIII

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

THE EXECUTIVE COMMITTEE,

Having considered the amendments to the Staff Rules of the Pan American Sanitary Bureau, contained in the Annex to Document CE66/11, Rev. 1 presented by the Director of the Pan American Sanitary Bureau; and

Bearing in mind the provisions of Staff Rule 030,

RESOLVES:

- 1. To confirm the following amendments to the Staff Rules of the Pan American Sanitary Bureau presented by the Director and to be effective on 1 January 1971: 255.3, 270, 280.2(b), 280.5(c) and (d), 320.2, 320.4, 740, 810(i), 820.1(i), 950.2(c), 950.3, 950.4, and 970.3.
- 2. To confirm the amendments to Staff Rules 230.4, 235.1, and 730.3, effective 1 July 1971.

In view of the foregoing the Directing Council may wish to adopt a resolution along the following lines:

Proposed Resolution

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

THE DIRECTING COUNCIL,

Bearing in mind the provisions of Staff Regulation 12.2,

RESOLVES:

- 1. To take note of the following amendments to the Staff Rules of the Pan American Sanitary Bureau, presented by the Director in the Annex to Document CE66/11, Rev. 1, and approved by the Executive Committee at its 66th Meeting, to be effective as of 1 January 1971: 255.3, 270, 280.2(b), 280.5(c) and (d), 320.2, 320.4, 740, 810(i), 820.1(i), 950.2(c), 950.3, 950.4, and 970.3.
- 2. To take note of the amendments, approved by the 66th Meeting of the Executive Committee, to Staff Rules 230.4, 235.1, and 730.3, effective 1 July 1971.

The Directing Council will note that the salaries of the Deputy Director and the Assistant Director of the Pan American Sanitary Bureau, dealt with in Part B of Document CE66/11, Rev. 1 were examined by the Executive Committee in accordance with Staff Regulation 3.1 and Staff Rule 230.3. As a result it adopted the following:

RESOLUTION XIV

SALARIES OF THE DEPUTY DIRECTOR AND ASSISTANT DIRECTOR OF THE PAN AMERICAN SANITARY BUREAU

THE EXECUTIVE COMMITTEE,

Having considered that the salaries of the Deputy Director and Assistant Director warrant adjustment comparable to those approved for posts in grades P.1 through D.2; and

Bearing in mind Staff Regulation 3.1 of the Pan American Sanitary Bureau,

RESOLVES:

1. To approve the proposal of the Director fixing the salary of the Deputy Director at \$26,132 per annum, and that of the Assistant Director at \$25,132, effective 1 July 1971.

2. To note that consequent upon the revision of salary rates for these officials, appropriate revision will be made of the post adjustment rates, also to become effective 1 July 1971.

It will be noted that the matter of the salary of the Director should be dealt with by the Council in accordance with Staff Rule 230.3, which states that "The salary of the Director is fixed by the Conference or the Directing Council."

Annex

working party of the regional committee

WORLD HEALTH ORGANIZATION



CD20/18

(Eng.)

66th Meeting Washington, D.C. July 1971

Draft Agenda Item 16

CE66/11. Rev. 1 (Eng.) 28 June 1971 ORIGINAL: ENGLISH

A. AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

In accordance with the provisions of Staff Rule 030, the Director is pleased to present to the Executive Committee, for confirmation, those amendments that have been introduced since the last meeting of the Executive Committee and which became effective on 1 January 1971.

The reasons for these changes in the Rules are explained in the $\mbox{\sc Annex.}$

On 19 April 1971 the Director addressed a letter to the Members of the Executive Committee requesting their approval of the new scale of salaries for the professional staff of the Bureau, to be effective 1 July 1971, which was in keeping with the decision of the General Assembly of the United Nations at its 25th session, and was approved by the Executive Board of the World Health Organization at its 47th Meeting, last January.

To date, one Member Government has taken note of the revised scale of salaries and eight Member Governments have communicated their approval.

These amendments are in line with those introduced by the Director-General and confirmed by the Executive Board of the World Health Organization and are in compliance with Paragraph 2 of Resolution XIX adopted by the Executive Committee of the Pan American Health Organization at its 59th Meeting, which reads as follows:

To request the Director to continue to introduce changes as he deems necessary to maintain close similarity in the provision of the Staff Rules of the Pan American Sanitary Bureau to those of the World Health Organization.

In view of the foregoing, the Executive Committee may wish to consider a resolution along the following lines:

PROPOSED RESOLUTION

THE EXECUTIVE COMMITTEE.

Having considered the amendments to the Staff Rules of the Pan American Sanitary Bureau, contained in the Annex to Document CE66/11 presented by the Director of the Pan American Sanitary Bureau; and

Bearing in mind the provisions of Staff Rule 030,

RESOLVES:

- 1. To confirm the following amendments to the Staff Rules of the Pan American Sanitary Bureau presented by the Director and to be effective on 1 January 1971: 255.3, 270, 280.2 (b), 280.5 (c) and (d), 320.2, 320.4, 740, 810 (i), 820.1 (i), 950.2 (c), 950.3, 950.4, and 970.3;
- 2. To confirm the amendments to Staff Rules 230.4, 235.1, and 730.3, effective 1 July 1971.

B. SALARIES FOR UNGRADED CATEGORIES OF POSTS

It is to be noted that the 24th World Health Assembly, held in Geneva during the month of May 1971, upon the recommendation of the Executive Board and in keeping with the decision of the General Assembly of the United Nations for the increase in the scale of salaries for the professional and ungraded categories, adopted Resolution WHA24.19 establishing the salary of Regional Directors at US\$39,150 before staff assessment, resulting in a revised net salary of US\$26,132.50 per annum, effective 1 July 1971.

In similar situations in 1966 and 1969, the Executive Committee of PAHO, at its 50th and 61st Meetings, taking into consideration the dual responsibilities of the Pan American Sanitary Bureau, as secretariat to the Pan American Health Organization and Regional Office of the World Health Organization for the Americas, adjusted the salaries of the Deputy Director and Assistant Director, establishing that of the Deputy Director at the same level of the Regional Directors of WHO.

Considering that PASB's Staff Regulation 3.1 states: "The salaries of the Deputy Director and Assistant Director shall be established

by the Director of the Bureau with the approval of the Executive Committee," this Body may wish to follow the same practice and adjust the salaries of the Deputy Director and Assistant Director at the levels of \$26,132.00 and \$25,132.00 per annum, respectively.

In view of the foregoing the Executive Committee may wish to consider a resolution along the following lines:

PROPOSED RESOLUTION

THE EXECUTIVE COMMITTEE,

Having considered that the salaries of the Deputy Director and Assistant Director warrant adjustment comparable to those approved for posts in grades P.1 through D.2; and

Bearing in mind Staff Regulation 3.1 of the Pan American Sanitary Bureau,

RESOLVES:

- 1. To approve the proposal of the Director fixing the salary of the Deputy Director at \$26,132.00 per annum, and that of the Assistant Director at \$25,132.00, effective 1 July 1971.
- 2. To note that consequent upon the revision of salary rates for these officials, appropriate revision will be made of the post adjustment rates, also to become effective 1 July 1971.

255 EDUCATION GRANT

255.3 "Cost of attendance" is defined as the cost of enrolment, registration, prescribed textbooks, courses, examinations and diplomas, but not boarding fees (except as provided for under Rule 255.1(a) above), school uniforms or optional charges. It may include the cost of midday meals and the cost of daily group transportation when these are provided by the school and the cost included in the billing for the child's education.

"Cost of attendance" is defined as the cost of enrolment, registration, prescribed textbooks, courses examinations and diplomas, but not school uniforms or optional charges. It may include the cost of midday meals and the cost of daily group transportation when these are provided by the school and the cost included in the billing for the child's education. Boarding fees may be included only as provided for under Rule 255.1(a) and exceptionally for attendance at an educational institution (up to and including secondary level) in the country of the duty station, but beyond commuting distance from the duty station when no suitable education facilities exist in the area of the duty station.

This amendment is in accordance with an inter-agency agreement and will allow payment of the education grant for attendance at a boarding school in the country of the duty station, but beyond commuting distance from the duty station, if no suitable education facilities are available at the duty station.

270 REPATRIATION GRANT

A staff member who on leaving the service of the Bureau, other than by dismissal for serious misconduct, has performed at least one year of continuous service outside the country of his place of residence and who is not entitled to the Service Benefit (Rule 265) shall be entitled to a repatriation grant subject to the following conditions:

A staff member who on leaving the service of the Bureau, other than by dismissal for serious misconduct, has performed at least one year of continuous service outside the country of his place of residence shall be entitled to a repatriation grant subject to the following conditions:

As entitlement to Service Benefit was granted to persons appointed before 1 January 1964, and having completed less than five years' service, this benefit is no longer applicable and the reference to it in the texts of Staff Rules 270 and 280 can be deleted.

Present text No. New text Comments PAYMENTS AND DEDUCTIONS 280 Terminal payments shall be computed Terminal payments shall be computed 280.2 as follows: as follows: (b) Indemnities, payment for accu-(b) Indemnities, payment for accumulated annual leave, service benefit, mulated annual leave, and repatriation grant shall be computed on salary as and repatriation grant, shall be computed on salary as defined in Rule defined in Rule 210.1. 210.1. Salaries are subject only to the 280.5 following deductions: (a) for the staff member's contribu-The amendment is in accordance (a) No change tions to the Staff Pension Fund and with an inter-agency agreement for health insurance; and will allow the Bureau to make appropriate deductions from the staff member's emol-(b) no change (b) for indebtedness to the Bureau; uments if he is officially provided with lodging at no cost (c) as otherwise authorized by the (c) appropriate charges for staff staff member and agreed by the Bureau. members officially provided with or nominal rent. lodging at no cost or nominal rent; (d) as present (c). 320. APPOINTMENT POLICIES Temporary appointments are appoint-No change 320.1 Temporary appointments are appointments for a limited period. They may ments for a limited period. They may be on a full-time, part-time or when be on a full-time, part-time or when

actually employed basis.

actually employed basis.

Present text

New text

Comments

320.2 A permanent appointment is an appointment without time limit subject to the satisfactory completion of a probationary period and fulfillment of such other requirements as the Director may lay down.

All staff shall be appointed initially on a temporary fixed-term basis.

To conform to WHO Rules that all initial appointments are on a fixed-term basis. See new Rule 320.4 below for career-service appointments.

320.3 Any full-time appointment of one year or more shall be subject to a period of probation, which shall be at least one year and may be extended to eighteen months, or exceptionally to two years when necessary for adequate evaluation of the staff member's fitness. Prior satisfactory service for the Bureau in the same type of post may be credited toward completion of probation.

Any full-time appointment of one year or more shall be subject to a period of probation, which shall be at least one year and may be extended to 18 months or exceptionally to two years when necessary for adequate evaluation of the staff member's fitness. Prior satisfactory service for the Bureau in the same type of post may be credited toward completion of probation.

No change

A career-service appointment is an appointment without time limit and is "permanent" within the meaning of Staff Regulation IV. A staff member may be granted a career-service appointment upon completion of at least five years satisfactory service and fulfillment of such other requirements as the Director may lay down.

To conform to WHO Rules requiring at least five years satisfactory service to be granted a careerservice appointment.

320.4

New text

740 GRANT IN CASE OF DEATH

On the death of a staff member holding, or having held at any time during
continuous service with the Bureau, a
permanent appointment, or having completed five years of continuous service on fixed-term appointment of less
than five years, whose death does not
result in any indemnity payment from
the Bureau's accident and illness
insurance policy, a payment shall be
made in accordance with the following
schedule to:

- (1) the spouse or, if none,
- (2) the children recognized under Staff Rule 210.3(b) in equal shares, or
- (3) if neither spouse nor recognized children, then to a dependent recognized under Staff Rule 210.3(c):

lears of Service	Months	OI	Sa
3 or less		3	
5		4	
7		5	
9 or more		6	

On the death of a staff member holding or having held at any time during continuous service with the Bureau a five year fixed-term or career-service appointment, or having completed five years of continuous service on fixed-term appointments of less than five years, whose death does not result in any indemnity payment from the Bureau's accident and illness insurance policy, a payment shall be made in accordance with the following schedule to:

- (1) the spouse or, if none,
- (2) the children recognized under Staff Rule 210.3(b) in equal shares, or
- (3) if neither spouse nor recognized children, then to a dependent recognized under Staff Rule 210.3(c):

Years of Service	Months of Sal
3 or less	3
5	4
7	5
9 or more	6

In keeping with the new Staff Rule 320.4 to reflect careerservice appointments in lieu of permanent.

Comments

ANNEX

L, Rev. 1 (En

AMENDMENTS TO THE STAFF RULES

<u>No</u> .	Present text	New text
810	TRAVEL OF STAFF MEMBERS	
810(i)		At certain duty stations, the Bureau may pay part or the whole of the cost of travel from the official station to the nearest suitable leave centre and return to the official station once in each interval between home leave entitlements (or once during a two-year appointment) if in the opin-

These amendments are in accordance with an inter-agency agreement and will enable the Bureau to provide rest and recuperation leave in the non-home leave year at certain hardship duty stations which are selected by agreement among the organizations.

Comments

820

820.1(i)

At certain duty stations the Bureau may pay part or the whole of the cost of travel from the official station to the nearest suitable leave centre and return to the official station, subject to the same conditions as stated in Rule 810(i).

ion of the Director conditions so warrant. This rule does not apply to staff members travelling under

Rule 810(e).

No.	Present text	New text	Comments								
950	ABOLITION OF POST AND REDUCTION IN FORCE										
950.2(c)	Staff members holding permanent appointments shall be given priority for retention. The Director may establish priorities among the several categories of temporary staff.	Staff members holding <u>career-service</u> appointments shall be given priority for retention. The Director may establish priorities among the several categories of temporary staff.	In keeping with the new Staff Rule 320.4 to reflect career-service appointments in lieu of permanent.								
950.3	Termination under this rule shall require the giving of at least three months' notice to a staff member holding a permanent appointment and at least one month's notice to any other staff member.	Termination under this rule shall require the giving of at least three months' notice to a staff member holding a <u>career-service</u> appointment and at least one month's notice to any other staff member.	As above								
950.4	A staff member whose appointment is terminated under this rule shall be paid an indemnity in accordance with the following schedule:	A staff member whose appointment is terminated under this rule shall be paid an indemnity in accordance with the following schedule:	As above								

AMENDMENTS TO THE STAFF RULES

No.		Present t	ext		Comments		
950.4 Cont.	- · -	rmanent intments	Temporary appointments	_	 r-service intments	Temporary fixed- term appointments	As above
	Years of service	Months of indemnity pay		Years servi	Months of indemnity pay		
	3 or less 4 5 6 7 8 9 or more	3 4 5 6 7 8 9	one week of salary for each month remaining in the unexpired portion of the contract, but not less than six weeks of salary, up to a maximum of three months' pay (see Staff Rule 210.4(b)).	3 or 4 5 6 7 8 9 or	3 4 5 6 7 8 9	One week of salary for each month remaining in the unexpired portion of the contract, but not less than six weeks of salary, up to a maximum of three months' pay (see Staff Rule 210.4(b)).	

UNSATISFACTORY SERVICE OR UNSUITABILITY 970.

Termination under this rule shall require 970.3 the giving of three months' notice to a staff member holding a permanent appointment and one month's notice to any other staff member.

Termination under this rule shall require As above the giving of three months' notice to a staff member holding a <u>career-service</u> appointment and one month's notice to any other staff member.

PRESENT STAFF RULE

230.4 The following schedule of annual salaries and of annual net salaries shall apply to all professional category posts and to directors:

Level	Step I	Step II	Step III	Step IV	Step V	Step VI	Step VII	Step VIII	Step IX	Step X	Step XI	Step XII	Step XIII
	US\$												
P-1 (Net)	7,600 6,200	7,910 6,433	8,220 6,665	8,530 6,898	8,840 7,130	9,150 7,363	9,460 7,595	9,770 7,828	10,080 8,056	10,390 8,273			
P-2 (Net)	9,940 7,955	10,280 8,196	10,620 8,434	10,960 8,672	11,300 8,910	11,640 9,148	11,980 9,386	12,320 9,624	12,660 9,862	13,010 10,107	13,360 10,352		
P-3 (Net)	12,380 9,666	12,780 9,946	13,180 10,226	13,580 10,506	13,980 10,786	14,380 11,066	14,780 11,346	15,180 11,626	15,580 11,906	15,980 12,186	16,380 12,447	16,780 12,707	17,180 12,967
	15,260 11,682	15,730 12,011	16,200 12,330	16,670 12,636	17,140 12,941	17,610 13,247	18,090 13,559	18,570 13,871	19,050 14,183	19,530 14,495	20,010 14,807	20,490 15,119	
	19,120 14,228	19,660 14,579	20,200 14,930	20,740 15,281	21,280 15,632	21,830 15,990	22,380 16,347	22,930 16,705	23,480 17,062	24,030 17,418			
P-6	21,960	22,670	23,380	24,100	24,820	25,540	26,260						
D1 (Net)	16,074	16,536	16,997	17,460	17,892	18,324	18,756						
D2 (Net)	26,410 18,846	27,110 19,266	27,810 19,686	28,520 20,112									

PROPOSED STAFF RULE (efective 1 July 1971)

230.4 The following schedule of annual salaries and of annual net salaries shall apply to all professional category posts and to directors:

<u>Level</u>	Step <u>I</u>	Step II	Step III	Step IV	Step V	Step VI	Step VII	Step VIII	Step IX	Step X	Step XI	Step XII	Step XIII
	US\$	US\$	US\$	US\$	ŪS\$	US\$							
P-1 (Net)	9,010 7,258	9,380 7,535	9,750 7,813	10,120 8,084	10,490 8,343	10,860 8,602	11,230 8,861	11,600 9,120	11,970 9,379	12,340 9,638			
P-2 (Net)	11,820 9,274	12,220 9,554	12,620 9,834	13,020 10,114	13,420 10,394	13,820 10,674	14,220 10,954	14,620 11,234	15,020 11,514	15,420 11,794	15,820 12,074		
	14,690 11,283	15,170 11,619	15,650 11,955	16,130 12,285	16,610 12,597	17,090 12,909	17,570 13,221	18,050 13,533	18,530 13,845	19,010 14,157	19,490 14,469	19,970 14,781	20,450 15,093
	18,120 13,578	18,680 13,942	19,240 14,306	19,800 14,670	20,360 15,034	20,920 15,398	21,480 15,762	22,040 16,126	22,600 16,490	23,160 16,854	23,720 17,218	24,280 17,568	
	22,700 16,555	23,350 16,978	24,000 17,400	24,650 17,790	25,300 18,180	25,950 18,570	26,600 18,960	27,250 19,350	27,900 19,740	28,550 20,130			
P-6 D1	26,000	26,840	27,680	28,520	29,360	30,200	31,040		·				:
	18,600	19,104	19,608	20,112	20,616	21,120	21,624	•		·			
D2 (Net)	31,200 21,720	32,040 22,222	32,880 22,684	33,720 23,146									

Comments

As recommended by the International Civil Service Advisory Board and as approved by the United Nations General Assembly and later adopted by WHO, to be effective 1 July 1971, the gross salary scales dating from 1 January 1969, have been increased by eight per cent, and two classes of post-adjustment have been consolidated into the new base scale.

PRESENT STAFF RULE

235 POST ADJUSTMENT

235.1 For each five per cent, by which the cost of living in Geneva or at any other official station exceeds the base level to which the salary scale of staff in the professional category and above is related, such staff at that official station shall be paid a post adjustment as follows:

Leve1		Step	Step II	Step III	Step IV	Step V	Step VI	Step VII	Step VIII	Step IX	Step X	Step XI	Step XII	Step XIII
		US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$
	D	276	285	294	306	315	327	336	348	357	366			
P-1	S	184	190	196	204	210	218	224	232	238	244			
	D	351	363	375	384	396	405	414	426	438	447	456		
P-2	S	234	242	250	256	264	270	276	284	292	298	304		
	D	426	438	450	462	474	486	498	510	522	537	549	561	573
P-3	S	284	292	300	308	316	324	332	340	348	358	366	374	382
	D	510	525	537	549	561	576	588	600	612	627	639	651	
P-4	S	340	350	358	366	374	384	392	400	408	418	426	434	
	D	612	624	639	651	663	675	690	702	717	729			
P-5	S	408	416	426	434	442	450	460	468	478	486			
	D	678	690	7 05	717	729	741	753						• • •
P-6/D1	S	452	460	470	478	486	494	502						Page
	D	753	771	786	804									e 10
D-2	S	502	514	524	536	٠								0 +

D = Rate of post adjustment applicable to staff with one or more primary dependents S = Rate of post adjustment applicable to staff members with no primary dependents VEX I

235 POST ADJUSTMENT

235.1 For each five per cent, by which the cost of living in Geneva or at any other official station exceeds the base level to which the salary scale of staff in the professional category and above is related, such staff at that official station shall be paid a post adjustment as follows:

Level		Step I	Step II	Step III	Step IV	Step V	Step VI	Step VII	Step VIII	Step IX	Step X	Step XI	Step XII	Step XIII
		US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	us\$	US\$	US\$	US\$
	D	324	336	348	360	372	381	393	405	414	426			
P-1	S	216	224	232	240	248	254	262	270	276	284			
	D	411	423	435	447	459	471	483	495	507	519	531		
P-2	S	274	282	290	298	306	314	322	330	338	346	354		
	D	498	510	525	540	552	567	579	591	603	615	627	639	654
P-3	S	332	340	350	360	368	378	386	394	402	410	418	426	436
	D	594	606	621	636	651	666	681	696	708	720	732	744 -	
P-4	S	396	404	414	424	434	444	454	464	472	480	488	496	
	n	711	723	738	753	765	.777	789	801	813	825			
P-5	D S	474	482	492	502	510	518	526	534	542	550			
	D	780	795	810	822	837	852	867						
P-6/D1	S	520	530	540	548	558	568	578						
	D	870	888	909	927									
D-2	S	580	592	606	618				·					

D = Rate of post adjustment applicable to staff with one or more primary dependants

Comments

The schedule of past adjustment has been recalculated on the basis of the new scale effective 1 July 1971.

S = Rate of post adjustment applicable to staff members with no primary dependants

No.

Present text

730.3 (b) for staff entitled to post adjustment, the base pensionable remuneration
is adjusted in multiples of five per
cent, whenever the weighted average of
the post adjustments of the headquarters and regional offices of the
member organizations of the Joint
Pension Fund varies by five per cent,
measured from 1 January 1969.

New text

(b) for staff entitled to post adjustment, the base pensionable remuneration is adjusted in multiples of five per cent, whenever the weighted average of the post adjustments of the headquarters and regional offices of of the member organizations of the Joint Pension Fund varies by five per cent, measured from 1 July 1971.

Comments

The consolidation of two classes of post adjustment into the new base scale requires that the base date for calculating future changes in the weighted average of the post adjustment of head-quarters and regional offices of the member organizations of the Joint Pension Fund should be moved from 1 January 1969 to 1 July 1971.