



PAN AMERICAN HEALTH ORGANIZATION
WORLD HEALTH ORGANIZATION



SEVENTH SESSION OF THE SUBCOMMITTEE ON PROGRAM, BUDGET, AND ADMINISTRATION OF THE EXECUTIVE COMMITTEE

Washington, D.C., USA, 20-22 March 2013

Provisional Agenda Item 4.6

SPBA7/12 (Eng.)
5 February 2013
ORIGINAL: ENGLISH

AMENDMENTS TO THE PASB STAFF RULES AND REGULATIONS

Introduction

1. The Staff Regulations of the Pan American Sanitary Bureau (PASB) may be supplemented or amended by the Directing Council or the Pan American Sanitary Conference of the Pan American Health Organization (PAHO) pursuant to Staff Regulation 12.1.
2. In accordance with Staff Rule 020, the Staff Rules of the PASB may be amended by the Director, subject to confirmation by the Executive Committee of PAHO.
3. Accordingly, the Director will submit for confirmation to the 152nd Session of the Executive Committee the amendments to the Staff Rules issued by the Director since the Committee's 151st Session (Annex).

Amendments to the Staff Rules

4. These amendments are made in order to maintain consistency in the conditions of employment of staff of the Pan American Sanitary Bureau and the World Health Organization, in light of experience and in the interest of good human resources management.

Appointment Policies

5. Staff Rule 420.3 has been amended to clarify that any extension of a fixed-term appointment is subject to conditions determined by the Bureau.

6. Staff Rule 420.4 has been amended to clarify that a temporary appointment is a time-limited appointment for less than one year. It may be extended for up to two years subject to conditions established by the Bureau.

Working Hours and Attendance

7. Staff Rule 610.5 has been amended to clarify that payment of salary may be withheld pending a determination as to whether the staff member's absence was due to reasons beyond his/her control. If the absence is determined to be for reasons beyond the staff member's control, the salary withheld shall be paid.

Completion of Appointments

8. Staff Rule 1040.1 has been edited to make it more precise and to clarify that fixed-term and temporary appointments carry no right to extension or conversion of appointment. Staff Rule 1040.2 has been incorporated under Staff Rule 1040.1. Staff Rules 1040.3 and 1040.4 have been renumbered accordingly.

Financial Implications

9. The Staff Rule amendments set forth in the Annex have no financial implications for the 2012-2013 biennium.

Recommendations of the International Civil Service Commission

10. The 2012 Annual Report of the International Civil Service Commission (ICSC) contained a number of recommendations considered by the Sixty-seventh Session of the United Nations General Assembly (UNGA) in December 2012. The UNGA decided to defer the recommendations set forth in the ICSC annual report until the first part of the resumed Sixty-seventh Session in early 2013. The following is a narrative on those matters which may be approved by the UNGA before June 2013 and which, consequently, may be submitted by the Director for approval to the Executive Committee during its 152nd Session

Remuneration of Professional and Higher Categories

11. The ICSC recommended to the UNGA that the current base/floor salary scale for the professional and higher categories be increased by 0.12% through the standard consolidation method of increasing base salary and commensurately reducing post adjustment multiplier points (i.e., on a no-loss/no-gain basis); if approved by the UNGA, the increase would take effect retroactive to 1 January 2013.

Review of the Level of the Education Grant

12. With respect to the education grant, the ICSC recommended, and the UNGA did not question, the required increases in some of the maximum admissible expenditures. It is anticipated that the UNGA will approve these recommendations effective from the school year in progress on 1 January 2013. Specifically, if approved by the UNGA, the maximum admissible expenses and the maximum education grant would be adjusted for twelve zones. In addition, the normal flat rates and the additional flat rates for boarding would be revised for fourteen zones.

Change to the Mandatory Retirement Age for New Participants

13. With respect to the mandatory retirement age, the UNGA was supportive of the ICSC's recommendation to increase the mandatory retirement age to 65 for new participants to the UN Joint Staff Pension Fund. Most Member States were also in favor of increasing the mandatory age of separation for serving staff. However, a decision on this matter was deferred. Since the increase of the normal age of retirement for new staff under the Pension Fund is linked to the increase of the mandatory age of separation, the former was approved subject to a positive decision on the latter.

Action by the Subcommittee on Program, Budget, and Administration

14. The Subcommittee is requested to review the Amendments to the PASB Staff Rules and the recommendations of the ICSC contained in the present document, and make recommendations to the Executive Committee.

Annex

ANNEX
Amendments to PASB Staff Rules Issued by the Director since the 151st Session of the Executive Committee

FORMER TEXT	NEW TEXT
<p>420. APPOINTMENT POLICIES</p> <p>...</p> <p>420.3 A “fixed-term appointment” is a time limited appointment for one year or more.</p> <p>420.4 A “temporary appointment” is a time-limited appointment of up to two years. If the temporary appointment is of less than two years, it may be extended, provided that the total duration of uninterrupted service under consecutive temporary appointments does not exceed two years. A staff member who has completed the maximum period of uninterrupted service on one or more temporary appointments may not be employed by the Organization unless more than 30 calendar days have elapsed since his separation from service. Any future employment is subject to conditions established by the Bureau.</p>	<p>420. APPOINTMENT POLICIES</p> <p>...</p> <p>420.3 A “fixed-term appointment” is a time limited appointment for one year or more. Any extension is subject to conditions determined by the Bureau.</p> <p>420.4 A “temporary appointment” is a time-limited appointment of up to two years. If the temporary appointment is of less than two years, it may be extended, A “temporary appointment” is a time-limited appointment for less than one year. A temporary appointment may be extended, provided that the total duration of uninterrupted service under consecutive temporary appointments does not exceed two years. A staff member who has completed the maximum period of uninterrupted service on one or more temporary appointments may not be employed by the Organization unless more than 30 calendar days have elapsed since his separation from service. Any future employment is subject to conditions established by the Bureau.</p>
<p>610. WORKING HOURS AND ATTENDANCE</p> <p>...</p> <p>610.5 No salary shall be paid to staff members in respect of periods of unauthorized absence from work unless such absence was due to reasons beyond their control.</p>	<p>610. WORKING HOURS AND ATTENDANCE</p> <p>...</p> <p>610.5 No salary shall be paid to staff members in respect of periods of unauthorized absence from work unless such absence was due to reasons beyond their control. Payment may be withheld pending a determination as to the reasons for the unauthorized absence. If it is determined that the absence was beyond the control of the staff member, the withheld salary will be paid.</p>
<p>1040. COMPLETION OF APPOINTMENTS</p> <p>1040.1 In the absence of any offer and acceptance of extension, fixed-term and temporary appointments shall expire automatically on the completion of the agreed period of service.</p>	<p>1040. COMPLETION OF APPOINTMENTS</p> <p>1040.1 In the absence of any offer and acceptance of extension, fixed-term and temporary appointments shall expire automatically on the completion of the agreed period of service. Fixed-term and temporary appointments carry no right to extension or</p>

FORMER TEXT	NEW TEXT
<p>1040.2 Where it has been decided not to offer an extension of appointment to a staff member holding a fixed-term appointment, the staff member shall be given three month's [sic] notice. Where it has been decided not to offer an extension of appointment to a staff member holding a temporary appointment, the staff member shall be notified normally no less than one month before the expiry of the appointment. Such notice shall not be required in the case of a staff member holding a temporary appointment who has reached the maximum duration of uninterrupted service under consecutive temporary appointments as defined in Rule 420.4.</p> <p>1040.3 At the discretion of the Bureau, payment in lieu of the notice period prescribed in Rule 1040.2 may be given to a staff member. Eligible staff members who do not wish to be considered for reappointment shall also give notice of their intention within the minimum period specified above.</p> <p>1040.4 When a fixed-term or temporary appointment is due to expire during a period of maternity leave, paternity leave where applicable, or adoption leave, the appointment may be extended for a period determined, and under conditions established by the Bureau.</p>	<p>conversion of the appointment. In absence of any offer and acceptance of extension, such appointments shall end on the completion of the agreed period of service.</p> <p>1040.1.1 A fixed-term staff member shall be notified of the end of the appointment no less than three months before its end date.</p> <p>1040.1.2 A temporary staff member shall be notified of the end of the appointment normally no less than one month before its end date. Such notice shall not be required in the case of a staff member holding a temporary appointment who has reached the maximum duration of uninterrupted service under consecutive temporary appointments, as defined in Staff Rule 420.4</p> <p>1040.2 Where it has been decided not to offer an extension of appointment to a staff member holding a fixed-term appointment, the staff member shall be given three month's [sic] notice. Where it has been decided not to offer an extension of appointment to a staff member holding a temporary appointment, the staff member shall be notified normally no less than one month before the expiry of the appointment. Such notice shall not be required in the case of a staff member holding a temporary appointment who has reached the maximum duration of uninterrupted service under consecutive temporary appointments as defined in Rule 420.4.</p> <p>1040.32 At the discretion of the Bureau, payment in lieu of the notice period prescribed in Rule 1040.2 may be given to a staff member. Eligible staff members who do not wish to be considered for reappointment shall also give notice of their intention within the minimum period specified above.</p> <p>1040.43 When a fixed-term or temporary appointment is due to expire during a period of maternity leave, paternity leave where applicable, or adoption leave, the appointment may be extended for a period determined, and under conditions established by the Bureau.</p>