



*executive committee of
the directing council*

**PAN AMERICAN
HEALTH
ORGANIZATION**

*working party of
the regional committee*

**WORLD
HEALTH
ORGANIZATION**



105th Meeting
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HIRING UNDER LOCAL CONDITIONS OF EMPLOYMENT FOR THE MOBILIZATION OF NATIONAL RESOURCES

Nearly four years after the adoption of Resolution XIX of the XXII Pan American Sanitary Conference on 26 September 1986, the Secretariat has prepared a series of reports reviewing the extent to which the mandate contained in that resolution has been acted upon. In all, eight reports have been compiled and submitted to the Governing Bodies of the Pan American Health Organization on the subject of hiring under local conditions of employment for the mobilization of national resources.

In furtherance of their support, the Member Governments, in Resolution XVI of the 103rd Meeting of the Executive Committee, provided the Secretariat with guidelines to follow in connection with its future work programs on the subject. The Member Governments thought follow up of the actions taken by the Secretariat to be of particular importance and requested the Director that a "progress report" be submitted to the Executive Committee at its 105th Meeting (CE103.R16, paragraph 2). They further requested the Director to "develop criteria/guidelines to determine the kinds of posts which should remain within the United Nations Common System in relation to the implementation of the new national contract system" (CE103.R16, paragraph 3). Annex I contains the full text of the resolution referred to.

The ensuing paragraphs have been prepared in order for the Secretariat to comply with the content of the resolution, while avoiding duplication related to previous reports submitted to the Executive Committee.

Paragraph 2

To request the Director to continue his efforts to monitor the implementation of the personnel system, on the basis of the content of Document CE103/14, and to present a progress report to the Executive Committee at its 105th Meeting in 1990.

As may be recalled, in June 1989 the Executive Committee expressed its general satisfaction with the information made available by the Secretariat in implementation of Resolution XIX of the XXII Pan American Sanitary Conference. The intervening time since June 1989 may seem too short a period to draw full conclusions concerning the effectiveness of the new personnel system. With a critical eye, however, the Secretariat has undertaken a comprehensive reflection on the concept, policy, and practices of the new personnel system. As a result of the review, the Secretariat has come to the conclusion that the language, intent, and spirit of Resolution XIX has been adhered to and that the program is not only viable but would also be useful in the future, particularly at PAHO Centers. The Staff Rules and procedural guidelines have, in general, been found to be suitable to the objectives being sought and there has been no request that such rules be amended. Effective execution continues to require good cooperation, organization, and control, both at Headquarters level and by the field offices participating in the program. The result so far achieved is that of joint efforts in which the field offices have cooperated closely with Headquarters in a situation without prior institutional experience. The positive consolidation of the low-cost system continues to evolve.

The Executive Committee was advised in June 1989 that the number of posts established under the system was, at that time, 225, and that it would not exceed 275, including an addition of 50 posts, by 1992. During the past 12-month interval, there has been an addition of 11 posts, making the current total number 236. Four tables attached as Annex II of the document provide factual information on the posts established under the system, e.g., the locations and the grade levels of the 236 posts. The Executive Committee will note that, of the 11 posts added, nine were the result of substitutions or deletions of "United Nations" general services support posts (Annex III). The Secretariat has gained experience and confidence, and by the end of 1989 the program was fully integrated into the normal personnel operations at Headquarters, side by side with other personnel systems of the Organization.

Paragraph 3

To request the Director, during this period, to develop criteria/guidelines to determine the kinds of posts which should remain within the United Nations Common System in relation to the implementation of the new national contract system.

The fundamental criterium is embodied in the mandate of the XXII Pan American Sanitary Conference in Resolution XIX, which has served as the main point of reference. The mandate has established the principles, while the Secretariat will abide by the following criteria/guidelines:

1. The international nature of the Organization and the rights of the staff in place shall be protected. The application of the system shall be without prejudice to the rights of the existing staff serving under the conditions of employment of the United Nations Common System.

2. Existing contractual arrangements foreseen under the Constitution of PAHO, the Staff Rules and Procedures of the Organization, will continue to remain in force.
3. The personnel system will continue to operate on a "limited basis" to secure the services of support personnel only. No professional expertise is to be recruited under this system.
4. The system will also be "limited" in terms of the functions of posts which are defined as those of secretaries, administrative assistants, maintenance technicians, printing clerks, and general services helpers, therefore excluding posts involved in junior management or other control functions, such as audit, program support, etc.
5. Similarly, the operation of the system will be "limited" in terms of locations, primarily to centers, i.e., Pan American Foot-and-Mouth Disease Center (PANAFTOSA), Pan American Zoonoses Center (CEPANZO), and Pan American Center for Human Ecology and Health (ECO), and the PAHO/WHO Representation in Brazil. As reported to the Executive Committee in June 1989, consideration is being given to extend the system to the Latin American Center for Perinatology and Human Development in the near future. Requests received for assistance under these Staff Rules have been denied during the past year, as they were not considered economical or feasible.
6. The Secretariat will exercise vigilance and prudence in order to maintain the principle of "cost effectiveness."
7. Lines of communication will remain open and fluid between Headquarters and the field offices participating in the program. The Secretariat will ensure periodical evaluations, frequent consultations with the internal auditors, and a full review of the system prior to 31 May 1991, for analysis by the Executive Committee at its 107th Meeting.
8. Control functions will remain centralized and, for the purpose of maintaining administrative surveillance, all decisions of substance of a budgetary, financial, and personnel management nature will be made by PAHO international staff.

The Secretariat plans to convene in late 1990/early 1991 a second training seminar at Headquarters for the field administration staff responsible for the implementation of the new personnel system.

Annexes



EXECUTIVE COMMITTEE OF
THE DIRECTING COUNCIL

PAN AMERICAN
HEALTH
ORGANIZATION

WORKING PARTY OF
THE REGIONAL COMMITTEE

WORLD
HEALTH
ORGANIZATION



RESOLUTION

CE105/6 (Eng.)
ANNEX I

XVI

HIRING UNDER LOCAL CONDITIONS OF EMPLOYMENT FOR THE MOBILIZATION OF NATIONAL RESOURCES

THE 103rd MEETING OF THE EXECUTIVE COMMITTEE,

Having considered the report of the Director on the subject of "Hiring Under Local Conditions of Employment for the Mobilization of National Resources" (Document CE103/14);

Having noted the report of the Twelfth Meeting of the Subcommittee on Planning and Programming of the Executive Committee in relation to the subject; and

Bearing in mind Resolution XIX of the XXII Pan American Sanitary Conference,

RESOLVES:

1. To take note of the report presented by the Director concerning the personnel system established in accordance with Resolution XIX of the XXII Pan American Sanitary Conference.
2. To request the Director to continue his efforts to monitor the implementation of the personnel system, on the basis of the content of Document CE103/14, and to present a progress report to the Executive Committee at its 105th Meeting in 1990.
3. To request the Director, during this period, to develop criteria/guidelines to determine the kinds of posts which should remain within the United Nations Common System in relation to the implementation of the new national contract system.
4. Pending a full review of the matter, to be completed prior to 31 May 1991, for analysis by the Executive Committee in its 107th Meeting, to extend the trial period until 30 September 1991 to allow the Secretariat to obtain additional experience with the system and to develop the guidelines.

(Adopted at the tenth plenary session,
30 June 1989)

TABLE I

POSTS ESTABLISHED UNDER RESOLUTION XIX OF THE
XXII PAN AMERICAN SANITARY CONFERENCE

PAN AMERICAN FOOT-AND-MOUTH DISEASE CENTER

E S T A B L I S H E D			A B O L I S H E D		
NUMBER OF POST ESTABLISHED	TITLE	CATE- GORY	NUMBER OF POST ABOLISHED	TITLE	CATEGORY OF POST ABOLISHED
			.3929	Technical Off.	P.2 *
			.3230	Admin. Officer	P.4 *

The following posts were approved on 17 November 1986.

9.8040	General Helper	2			
9.8041	General Helper	1			
9.8042	General Helper	1			
9.8043	General Helper	1			
9.8044	General Helper	1			
9.8045	General Helper	1			
9.8046	General Helper	1			
9.8047	General Helper	1			
9.8048	General Helper	2			
9.8049	General Helper	1			
9.8050	General Helper	1			
9.8051	General Helper	1			
9.8052	General Helper	1			
9.8053	General Helper	1	.0716	General Helper	G.1
9.8054	Technical Helper	4			
9.8055	Technical Helper	4			
9.8056	Technical Helper	4			
9.8057	General Helper	1			
9.8058	General Helper	1			
9.8059	General Helper	1			
9.8060	General Helper	1			
9.8061	General Helper	1			
9.8062	General Helper	1			
9.8063	Maintenance Clerk	4			
9.8064	General Helper	1			
9.8065	General Helper	1			
9.8066	General Helper	1			
9.8067	General Helper	1			
9.8068	General Helper	1			
9.8069	General Helper	2			
9.8070	General Helper	1			
9.8071	General Helper	1			
9.8072	General Helper	1			
9.8073	Messenger	2			
9.8074	Watchman	3			
9.8075	Maintenance Helper	2			
9.8076	Maintenance Helper	?			

* The two professional posts mentioned above were abolished in 1986.

E S T A B L I S H E D			A B O L I S H E D		
<u>NUMBER OF POST ESTABLISHED</u>	<u>TITLE</u>	<u>CATE- GORY</u>	<u>NUMBER OF POST ABOLISHED</u>	<u>TITLE</u>	<u>CATEGORY OF POST ABOLISHED</u>
9.8077	Maintenance Clerk	4			
9.8078	Maintenance Helper	2			
9.8079	General Helper	2			
9.8080	General Helper	2			
9.8081	General Helper	2			
9.8082	General Helper	2			
9.8083	General Helper	2			
9.8084	General Helper	2			
9.8085	General Helper	2			
9.8086	Messenger	2			
9.8087	Watchman	3			
9.8088	Watchman	3			
9.8089	Watchman	3			
9.8090	Technical Asst.	5			
9.8091	Maintenance Helper	3			
9.8092	Maintenance Helper	3			
9.8093	General Helper	3			
9.8094	General Helper	3			
9.8095	General Helper	2			
9.8096	Cook	3			
9.8097	Cook	3			
9.8098	Cook	3			
9.8099	Watchman	3			
9.8100	Watchman	3			
9.8101	Watchman	3			
9.8102	Watchman	3			
9.8103	Printing Clerk	4			
9.8104	Office Clerk	4			
9.8105	Office Clerk	4			
9.8106	Office Clerk	4			
9.8107	Maintenance Tech.	5			
9.8108	Maintenance Tech.	5			
9.8109	Messenger	3			
9.8110	Watchman	3			
9.8111	Technical Asst.	5			
9.8112	Technical Asst.	5			
9.8113	Cook	3			
9.8114	Office Assistant	5			
9.8115	Office Assistant	5			
9.8116	Technical Helper	4			
9.8117	Technical Asst.	5			
9.8118	Technical Asst.	5			
9.8119	Technical Asst.	5			
9.8120	General Helper	1	.0726	General Helper	G.1
9.8121	General Helper	3			
9.8122	Maintenance Tech.	5			

E S T A B L I S H E D			A B O L I S H E D		
NUMBER OF POST ESTABLISHED	TITLE	CATE- GORY	NUMBER OF POST ABOLISHED	TITLE	CATEGORY OF POST ABOLISHED
9.8123	Printing Clerk	4			
9.8124	Technical Asst.	5			
9.8125	Technical Asst.	5			
9.8126	Technical Asst.	5			
9.8127	Security Superv.	5			
9.8128	Printing Asst.	5			
9.8129	Office Assistant	6			
9.8130	Office Assistant	6			
9.8131	Technical Asst.	6			
9.8132	General Helper	1	.0730	Animal Caretaker	G.2
9.8133	General Helper	1			
9.8134	Maintenance Tech.	6			
9.8135	Office Assistant	5			
9.8136	Maintenance Tech.	5			
9.8137	Printing Tech.	6			
9.8138	Program Assistant	9			
9.8139	Office Clerk	4			
9.8142	Office Manager	9			
9.8143	Library Tech.	9			
9.8162	Technical Asst.	9	.0723	Labor. Asst. II	G.5
9.8163	Technical Asst.	9	.0998	Labor. Asst. II	G.5
9.8164	Technical Asst.	9	.3758	Labor. Asst. II	G.5
9.8165	Technical Asst.	9	.0668	Labor. Asst. II	G.5
9.8166	Technical Asst.	9	.0683	Labor. Asst. I	G.4
9.8168	Office Asst. II	9	.3760	Acct. Asst. I	G.
9.8169	Office Asst. II	9	.0672	Procurement Asst	G.5
9.8170	Maintenance Helper	3	.0731	General Asst.	G.2

Posts authorized at a later date:

9.8141	Driver	4	.0676	Chauffeur	G.2
9.8167	Technical Asst.	6	.0709	General Helper	G.1
9.8171	Maintenance Tech.	5	.0690	General Asst.	G.4
9.8172	Printing Clerk	4	.3244	Printing Asst.	G.4
9.8222	Technical Helper	9	.3242	Labor. Helper II	G.3

1988

9.8208	Technical Helper	4	.0728	Telephone Operat.	G.2
9.8211	Driver	4	.0719	Chauffeur	G.2
9.8214	Driver	4	.3243	Driver	G.2
9.8215	General Assistant	4	.2054	General Asst.	G.2
9.8216	General Assistant	5	.0670	General Asst.	G.3
9.8217	Technical Asst.	6	.1001	Lab. Assistant	G.4
9.8218	Technical Asst.	6	.3590	Lab. Assistant	G.4

E S T A B L I S H E D			A B O L I S H E D		
NUMBER OF POST ESTABLISHED	TITLE	CATE- GORY	NUMBER OF POST ABOLISHED	TITLE	CATEGORY OF POST ABOLISHED
<u>1989</u>					
9.8223	Motorista	4	.3248	Chauffeur	G.2
9.8224	Asistente Técnico	9	.0653	Procurement Asst.	G.7
9.8226	Maintenance Helper	5	.0733	General Asst. II	G.3
9.8228	Driver	4	.2132	Chauffeur	G.2
9.8229	Technical Asst.	4	.0722	Animal Caretaker	G.2
<u>1990</u>					
9.8230	Aux. Escritorio	5	.4447	Office Clerk	G.3
9.8231	Ajud. Manutencao	2	.0740	General Helper	G.1
9.8232	Driver	4	.0715	General Asst. I	G.2
9.8234	Technical Helper	4	.0727	Lab. Helper I	G.2
9.8235	Technical Asst.	9	.0754	Lab. Assist. I	G.4
9.8236	Senior Secretary	8	.0674	Secretary I	G.4
TOTAL POSTS ESTABLISHED:		<u>133</u>	TOTAL POSTS ABOLISHED:		<u>36</u>

TABLE II
POSTS ESTABLISHED UNDER RESOLUTION XIX OF THE
XXII PAN AMERICAN SANITARY CONFERENCE
PAN AMERICAN ZONOSSES CENTER

E S T A B L I S H E D			A B O L I S H E D		
NUMBER OF POST ESTABLISHED	TITLE	CATE- GORY	NUMBER OF POST ABOLISHED	TITLE	CATEGORY OF POST ABOLISHED
The following posts were established in July 1987.					
9.8009	Animal Caretaker I	2	.0806	Animal Caretaker	G.1
9.8010	Animal Caretaker I	2			
9.8023	Animal Caretaker I	2			
9.8024	Gardener	2			
9.8003	Messenger	2	.5633	Messenger	G.1
9.8004	Procurement Clerk	2	.0804	General Helper	G.2
9.8001	Watchman	2			
9.8002	Watchman	2			
9.8005	Watchman	2			
9.8006	Watchman	2			
9.8007	Watchman	2			
9.8157	Library Clerk	3	.5631	Office Clerk	G.4
9.8020	Library Clerk	3	.5630	Office Clerk	G.4
9.8022	Technical Helper	3	.5628	Lab. Assistant	G.4
9.8032	Technical Helper	3	.3429	Office Assistant	G.3
9.8019	Technical Helper	3			
9.8025	Printing Clerk	3	.0786	General Asst.	G.4
9.8008	Laboratory Helper	3	.3165	General Asst.	G.3
9.8015	Laboratory Helper	3			
9.8021	Laboratory Helper	3			
9.8014	Procurement Clerk	3	.5632	Office Clerk	G.3
9.8011	Driver	3			
9.8012	Driver	3			
9.8026	Laboratory Asst.	4	.3428	Laboratory Tech.	G.6
9.8027	Laboratory Asst.	4			
9.8031	Administ. Asst.	4	.0775	Office Tech.	G.6
9.8035	Administ. Asst.	4			
9.8029	Administ. Asst.	4			
9.8030	Administ. Asst.	4			
9.8028	Administ. Asst.	4			
9.8016	Clerk-Typist	4			
9.8017	Clerk-Typist	4			
9.8013	Clerk-Typist	4			
9.8034	Skilled Worker	4			

E S T A B L I S H E D			A B O L I S H E D		
<u>NUMBER OF POST ESTABLISHED</u>	<u>TITLE</u>	<u>CATE- GORY</u>	<u>NUMBER OF POST ABOLISHED</u>	<u>TITLE</u>	<u>CATEGORY OF POST ABOLISHED</u>
9.8018	Receptionist	4			
9.8039	Program Assistant	5	.0773	Accounting Tech.	G.7
9.8037	Laboratory Tech.	5	.3750	Laboratory Tech.	G.7
9.8036	Maintenance Tech.	5			
9.8038	Maintenance Tech.	5			
9.8033	Maintenance Tech.	5			
9.8161	Programmer	6			
Posts established <u>afterwards</u> as a result of PAHO vacant posts.					
9.8173	Laboratory Asst.	4	.4285	Office Asst. II	G.4
9.8209	Laboratory Tech.	5			
9.8210	Animal Caretaker I	2	.0785	Laboratory Tech.	G.7
9.8219	Animal Caretaker I	2			
TOTAL POSTS ESTABLISHED:		<u>45</u>	TOTAL POSTS ABOLISHED:		<u>16</u>

TABLE III

POSTS ESTABLISHED UNDER RESOLUTION XIX OF THE
 XXII PAN AMERICAN SANITARY CONFERENCE

PAN AMERICAN CENTER FOR HUMAN ECOLOGY AND HEALTH

E S T A B L I S H E D			A B O L I S H E D		
<u>NUMBER OF POST ESTABLISHED</u>	<u>TITLE</u>	<u>CATE-GORY</u>	<u>NUMBER OF POST ABOLISHED</u>	<u>TITLE</u>	<u>CATEGORY OF POST ABOLISHED</u>
9.8146	Janitor	1			
9.8147	Janitor	1			
9.8148	Gardener	1			
9.8149	Watchman	1			
9.8150	Receptionist	2			
9.8151	Office Clerk	2	.5683	General Helper	G.4
9.8152	Bilingual Secret.	3	.5681	Secretary	G.5
9.8153	Finance Clerk	3			
9.8154	Bilingual Secret.	3	.4689	Secretary	G.5
9.8155	Bilingual Secret.	3			
9.8156	Finance Clerk	3			
9.8158	Secretary	4	.5419	Secretary	G.6
9.8159	Documentation Asst	4	.5680	Document. Asst.	G.5
9.8160	Documentation Asst	4	.5679	Document. Asst.	G.5
9.8212	Documentation Asst	4	.4761	Administ. Asst.	G.8
9.8213	Documentation Asst	4	.5677	Library Tech.	G.7
TOTAL POSTS ESTABLISHED:		<u>16</u>	TOTAL POSTS ABOLISHED:		<u>8</u>

TABLE IV

POSTS ESTABLISHED UNDER RESOLUTION XIX OF THE
XXII PAN AMERICAN SANITARY CONFERENCE

PAHO/WHO REPRESENTATION - BRAZIL

E S T A B L I S H E D			A B O L I S H E D		
NUMBER OF POST ESTABLISHED	TITLE	CATE- GORY	NUMBER OF POST ABOLISHED	TITLE	CATEGORY OF POST ABOLISHED
9.8140	Secretary	7	.5426	Secretary I	G.4
9.8144	Visual Aids Asst.	5			
9.8145	Office Assistant	6			

The following posts were authorized in December 1987:

9.8174	General Helper	2			
9.8175	General Helper	2			
9.8204	Office Clerk	4			
9.8176	Printing Clerk	4			
9.8177	Office Clerk	4			
9.8178	Office Assistant	5			
9.8205	Clerk-Typist	5			
9.8179	Clerk-Typist	5			
9.8180	Clerk-Typist	5			
9.8181	Clerk-Typist	5			
9.8182	Clerk-Typist	5			
9.8183	Clerk-Typist	5			
9.8184	Office Assistant	6	.5424	Office Asst. II	G.5
9.8185	Gen. Serv. Superv.	6			
9.8186	Secretary	6	.5217	Secretary II	G.5
9.8187	Secretary	6			
9.8188	Secretary	6			
9.8189	Office Assistant	6			
9.8190	Office Assistant	6			
9.8191	Office Assistant	6			
9.8192	Office Assistant	6			
9.8206	Office Assistant	6			
9.8207	Office Assistant	6			
9.8193	Office Technician	7			
9.8194	Bilingual Secretary	7			
9.8195	Bilingual Secretary	7			
9.8196	Bilingual Secretary	7			
9.8197	Bilingual Secretary	7			

<u>E S T A B L I S H E D</u>			<u>A B O L I S H E D</u>		
<u>NUMBER OF POST ESTABLISHED</u>	<u>TITLE</u>	<u>CATE- GORY</u>	<u>NUMBER OF POST ABOLISHED</u>	<u>TITLE</u>	<u>CATEGORY OF POST ABOLISHED</u>
9.8198	Bilingual Secretary	7			
9.8199	Bilingual Secretary	7			
9.8200	Bilingual Secretary	7			
9.8201	Accounting Tech.	8			
9.8202	Senior Secretary	8			
9.8203	Senior Secretary	8			
Posts authorized in 1988:					
9.8220	Secretary	6			
9.8221	Accounting Tech.	9			
Posts authorized in 1989:					
9.8225	Office Assistant	6			
9.8227	Bilingual Sec. II	8			
<u>1990</u>					
9.8233	Accounting Asst.	6			
TOTAL POSTS ESTABLISHED:		<u>42</u>	TOTAL POSTS ABOLISHED:		<u>3</u>

POSTS ESTABLISHED UNDER RESOLUTION XIX OF THE
XXII PAN AMERICAN SANITARY CONFERENCE
1990 - 1991

	June 1989	April 1990	Changes 1989 - 1990
PANAFTOSA	124	133	+ 9 <u>1/</u>
CEPANZO	45	45	No change
ECO	16	16	No change
PWR-BRAZIL	40	42	+ 2
	—	—	—
TOTAL	225 ===	236 ===	+ 11 =====

1/ By eliminations