

*executive committee of  
the directing council*

PAN AMERICAN  
SANITARY  
ORGANIZATION

*working party of  
the regional committee*

WORLD  
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Topic 8: REPORT ON REPLIES RECEIVED FROM MEMBER GOVERNMENTS TO THE  
BUDGET QUESTIONNAIRE TRANSMITTED BY THE PAN AMERICAN SANITARY  
BUREAU IN STUDYING MEANS FOR FACILITATING PAYMENT OF QUOTA  
CONTRIBUTIONS BY MEMBER GOVERNMENTS

The XIII Pan American Sanitary Conference adopted a resolution on the subject of quota contributions (Resolution IV), which reads in part:

"To recommend that the Director of the Pan American Sanitary Bureau, in consultation with the Executive Committee, study means of facilitating the payment of contributions by the Member Governments."

On 20 December 1950 the Director sent a questionnaire to all Member Nations requesting budget and fiscal information to be used as a basis for recommendations which would facilitate the payment of contributions by Member Governments. The Executive Committee, at its 13th Meeting, resolved in Resolution IV, Paragraph 2:

"To request the Director to report the results of the budget questionnaire submitted to Member Nations, at the next meeting of the Executive Committee, if sufficient replies have been received."

The Executive Committee, at its 14th Meeting, noted that:

"The time available has been insufficient to permit an adequate analysis of the replies received from the Governments regarding the budget questionnaire authorized by Resolution IV of the Executive Committee at its 13th Meeting."

and adopted Resolution VI, which reads in part,

"To request the Director to present a report based on a comprehensive analysis of the replies of the Governments to the budget questionnaire, with recommendations regarding this subject, to a future meeting of the Executive Committee."

The Director regrets to advise that four countries did not reply to the questionnaire and, consequently, it is impossible to make a complete report of circumstances, in all countries, which delay the payment of quotas. A summary of the replies received from the seventeen countries is attached to this document.

From the replies received, it is apparent that most of the countries having a fiscal year from 1 July to 30 June find it possible to include assessments voted in October by the Directing Council in their budgets to be considered the following July; but that, for the most part, countries in which the calendar year serves as the fiscal year have found it impossible to include the FASB assessments in their national budgets for approval prior to the second January after the action of the Directing Council.

Under the circumstances, countries that repeatedly make payment of their quota contributions year after year, but one year late, cannot be considered to be in arrears since the arrearage results from procedural difficulties that cannot be overcome.

It is also apparent that some countries have found means of anticipating their assessments and are including an amount in their national budgets adequate to cover the assessment prior to the action of the Directing Council. Possibly, this is accomplished by using the assessment amount which would be due on the budget, as prepared by the Executive Committee, in April or by the use of some type of revolving fund which can later be replenished by an appropriation for the exact amount of the assessment.

Fourteen of the Member Nations answering the questionnaire requested that, in addition to the formal notification of quotas which is sent out by the Pan American Union, the Bureau send advisory notices to certain officials in the Health Ministries. These requests have been noted and will be complied with. The Bureau will also continue to send sufficient copies of the status of quota payments every month to each Ministry of Health.

During 1951 special emphasis was also given to other methods of facilitating the collection of contributions. In April, the Executive Committee authorized the Director to send cables, in the name of the Executive Committee, to all countries which were delinquent in the payment of quotas. In addition, separate letters were written each month to those countries whose contributions remained unpaid. Also, the new system of sending the statements of the status of contributions to all countries was introduced.

As a result of these steps, approximately \$165,000 of past-due quotas were paid to the Bureau during 1952. Had certain Member Nations not designated that payments made in 1951 were to be applied to the current assessment rather than against past-due quotas, the collections for 1950 and prior years would have amounted to more than \$320,000.

The Executive Committee may wish to instruct the Director on any additional steps that it deems necessary to facilitate payment of quota contributions.

TABULATION OF REPLIES TO BUDGET QUESTIONNAIRE

1. Fiscal Year : 5  
 Calendar Year: 12  
 No reply : 4  
 Total : 21

## 2. Date of approval of 1950 Budget:

<u>Month</u>	<u>1949</u>	<u>1950</u>	<u>Total</u>
March	-	1	1
June	1	3	4
September	1	-	1
November	2	-	2
December	6	-	6
Not approved	-	-	1
No reply	-	-	6
Total	<u>10</u>	<u>4</u>	<u>21</u>

## 3. Is above the usual time for budget approval?

Yes	12
No	2
Varies	1
No reply	<u>6</u>
Total	<u>21</u>

## 4. Date of presentation of 1950 Budget to legislative body:

<u>Month</u>	<u>1949</u>	<u>1950</u>	<u>Total</u>
January	1	1	2
April	-	1	1
June	1	-	1
August	2	1	3
September	1	-	1
October	1	-	1
November	1	-	1
December	1	-	1
No reply	-	-	10
Total	<u>8</u>	<u>3</u>	<u>21</u>

## 5. Is this the usual procedure?

Yes	10
No	1
Varies	2
No reply	<u>8</u>
Total	<u>21</u>

## 6. Date of completion of Ministry of Health budget:

<u>Month</u>	<u>Previous Year</u>	<u>Effective Year of PASB Budget</u>	<u>Total</u>
February	-	1	1
March	2	-	2
April	3	1	4
June	1	-	1
August	2	-	2
September	1	-	1
October	2	-	2
December	3	-	3
No reply	-	-	<u>5</u>
Total	<u>14</u>	<u>2</u>	<u>21</u>

## 7. Date of submission of estimates by sections of Ministry of Public Health for inclusion in budget:

<u>Month</u>	<u>Previous Year</u>	<u>Effective Year of PASB Budget</u>	<u>Total</u>
January	-	1	1
March	4	-	4
April	-	1	1
June	1	-	1
July	3	-	3
August	2	-	2
October	1	-	1
November	1	-	1
December	1	-	1
No reply	-	-	<u>6</u>
Total	<u>13</u>	<u>2</u>	<u>21</u>

8. Date 1950 budget appropriations made available to Ministries of Public Health:

<u>Month</u>	<u>1949</u>	<u>1950</u>	<u>Total</u>
January	-	11	11
July	3*	-	3
October	1**	-	1
Unknown	-	-	1
No reply	-	-	5
Total	<u>4</u>	<u>11</u>	<u>21</u>

9. Is this the usual procedure?

Yes	15
No	1
No reply	<u>5</u>
Total	<u>21</u>

10. How long is the budget of your Ministry in preparation?

Less than one month	2
One month	5
One and one-half months	1
Two months	6
Three months	1
Varies	1
No reply	<u>5</u>
Total	<u>21</u>

\*Fiscal Year 1 July 1949 - 30 June 1950

\*\*Fiscal Year 1 October 1949 - 30 September 1950

11. Desired date of notification of PASO assessment:

<u>Month</u>	<u>Previous Year</u>	<u>Effective Year of PASB Budget</u>	<u>Total</u>
January	2	2	4
April	-	1	1
June	3	-	3
September	2	-	2
October	2	-	2
November	-	1	1
Quota not in- cluded in budget	-	-	1
Subject to pay- ment schedule	-	-	1
No reply	-	-	6
<b>Total</b>	<u>9</u>	<u>4</u>	<u>21</u>

12. Should information regarding assessments be prepared in any particular manner to facilitate speedy consideration?

Yes	5
No	6
No reply	<u>10</u>
<b>Total</b>	<u>21</u>

13. To whom should the request for payment be made?

Ministry of Public Health	4
Ministry of Foreign Affairs	3
Minister of Public Health and Director General of Health	1
Ministry of Health	1
Secretary for Public Health and Social Welfare	1
Ministry of Social Welfare	1
Ministry of Public Health and Welfare	1
Secretary of State for Public Health	1
No reply	<u>8</u>
<b>Total</b>	<u>21</u>

14. Type of information or material desired:

1. Quotas received up to present date.
2. Send quota schedule.
3. Campaigns and approximate cost of materials.
4. Details of procedure followed in setting quotas.
5. Send copy of resolution covering approval of budget by the particular body.
6. PASB programs and budget for year.
7. Programs to be developed in country.
8. Table of quotas of other countries.
9. Reference to contractual obligations of the country.
10. Decisive factors in adoption of budget.

15. Date such information is desired:

<u>Month</u>	<u>Previous Year</u>	<u>Effective Year of PASB Budget</u>	<u>Total</u>
Immediately	1	-	1
January	2	-	2
March	2	-	2
April	-	1	1
June	2	-	2
October	1	-	1
November	1	-	1
December	1	-	1
Not needed	-	-	1
Will request if needed	-	-	1
No reply	-	-	8
Total	<u>10</u>	<u>1</u>	<u>21</u>

16. Suggestions as to manner in which budget should be prepared:

1. Necessary to know quota sufficiently in advance to allot funds.
2. Only those submitted by delegation to Directing Council.