

*executive committee of  
the directing council*



# PAN AMERICAN HEALTH ORGANIZATION

*working party of  
the regional committee*

# WORLD HEALTH ORGANIZATION



37th Meeting  
Washington, D.C.  
May 1959

CE37/12 (Eng.)  
30 April 1959  
ORIGINAL: ENGLISH

## Topic 5: INTER-AMERICAN CONGRESSES OF PUBLIC HEALTH

In accepting in principle the desirability of holding inter-American congresses of public health once every four years, the XV Pan American Sanitary Conference (Resolution XX) instructed the Executive Committee to study, with the assistance of the Director, the procedure for holding such congresses, giving special attention to:

- (a) costs and their distribution between the PAHO and the host country;
- (b) the nature and duration of the proposed discussions; and (c) the establishment of rules of procedure for the congresses.

The Director believes that an analysis of the three aspects enumerated above as they applied to the First Inter-American Congress of Public Health (Havana, Cuba, 26 September-1 October 1952), and suggestions for future congresses may be of assistance to the Committee in discharging the functions entrusted to it by the Conference. Items (b) and (c) will be discussed first since the nature and duration of an international meeting and the rules which govern it are important factors in determining its cost.

### Nature and Duration

The First Inter-American Congress of Public Health was convoked at the invitation of the Government of Cuba pursuant to a resolution of the XIII Pan American Sanitary Conference. In the terms of the resolution the Congress constituted a "special celebration" to commemorate the 50th Anniversary of the Pan American Sanitary Bureau and to pay tribute to Dr. Carlos J. Finlay.

As will be noted from the program (Annex I), the discussions included three official topics of major public health interest: Rural Sanitation, Organization and Integration of Public Health Services, and Recent Developments in Disease Treatment and Control. For each official topic an expert was selected to write and present the principal paper and one or more experts were designated as official commentators to present their observations. A plenary session was devoted to the discussion of each topic.

In addition to the above, symposia were held on the following five topics: Yellow Fever, Public Health Education, Zoonoses, Tuberculosis, and Maternal and Child Health.

On the last day of the Congress round table discussions were held simultaneously on Malaria, Chagas Disease, Schistosomiasis, and Onchocerciasis.

The Congress met from Friday, 26 September, to Wednesday, 1 October 1952, immediately following the meetings of the Executive Committee and the Directing Council. Dr. Francisco Barrera acted as Secretary of the Congress for the Government of Cuba and Dr. Miguel E. Bustamante for the Pan American Sanitary Bureau. The Secretariat of the Congress was composed of 13 technical secretaries and other personnel appointed by the Government of Cuba. The secretariat staff of the PASB, who had been assigned to work at the meetings of the governing bodies of the Organization, was placed at the disposal of the Congress.

The Proceedings of the Congress, consisting of a volume of 880 pages in Spanish, were edited and printed by the Government of Cuba; mimeographed copies of the papers presented were distributed in English by the Pan American Sanitary Bureau.

All the arrangements for the Congress were discussed and approved beforehand by the Executive Committee and the Directing Council. The Havana Congress made it possible for both the governing bodies of PAHO and the Bureau to obtain valuable experience for other technical and scientific discussions held since 1952, particularly as regards the number of matters which can be discussed effectively during a given number of meeting days and the procedure to be followed.

### Rules of Procedure

The Rules of Procedure adopted by the First Inter-American Congress of Public Health (Annex II), together with the Rules for the Technical Discussions adopted at the XV Pan American Sanitary Conference (Annex III) may serve as guides in the study entrusted to the Committee.

It will be noted that in accordance with the Rules of Procedure, the Havana Congress was "of an official character" and was comprised of "official delegates of the Member Government, delegates of universities, societies, and organizations, specialized physicians, scientists, and other professional persons invited individually because of their standing in the field of public health". Thus, some of the participants acted in an official capacity on behalf of Governments and others spoke in their personal capacity. In contrast, at the Technical Discussions held after the Havana Congress during the Directing Council and the Conference, it was found desirable to have participation on an individual rather than official capacity.

It should likewise be noted that the Rules for the Havana Congress provided that a Committee on Conclusions "will examine and coordinate the reports prepared by the Rapporteurs." Experience demonstrated, however, that for a Congress of relatively short duration but with a full program, this provision was not practical. The Committee on Conclusions met after the formal closing session had taken place and, despite a lengthy night session, found it necessary to approve the following motions:

"That a committee appointed by the Minister of Public Health and Social Welfare of Cuba, who is President of the Congress, be charged with drafting in final form the conclusions arrived at during the discussion of the reports of the Rapporteurs, before the said conclusions are published in the official Proceedings of the Congress."

A simpler procedure of direct presentation to a plenary session of the reports of the Rapporteurs has been followed in the Technical Discussions held in the Directing Council and the Conference since the Havana Congress in 1952.

#### Cost

The cost of the First Inter-American Congress of Public Health has been estimated at \$54,000, excluding the editing and printing of the Proceedings. The Government of Cuba appropriated \$36,000 to meet its share of the expenses and of this amount deposited \$14,000 with the Bureau prior to the Congress to meet obligations to be incurred by PASB on its behalf. The PASB furnished part of the secretariat services before and during the Congress and incurred expenses at a total cost of approximately \$18,000, which represent about 1/3 of the cost of the Congress.

In considering the cost of a future Congress, the following factors should be taken into consideration:

1. The general cost-of-living increase since 1952 which is reflected in higher costs for salaries and travel expenses of interpreters, translators, and other secretariat personnel, as well as higher costs of equipment, materials, supplies, and transportation charges.

2. A further proportional increase in the cost of travel and transportation as compared with the Congress held in 1952 when the meeting site is at a greater distance from PASB headquarters than Washington-Havana.

3. A possible reduction in the duration of future congresses as compared to the First and a simplification of the procedures followed in the discussions. The Delegation of Cuba, in its proposal to the XV Pan American Sanitary Conference, stated that the congresses would meet "for a maximum of three days of work." If the program would in turn be limited to three main topics and the procedures for the Technical Discussions followed in general, thus saving, for example, the time taken by formal opening and closing sessions, a large part of the increases in cost enumerated above can be offset.

Taking as a basis the factors set forth above, and assuming that the congress would be held before the next Conference in Buenos Aires in 1962, it is estimated that the cost would be approximately \$48,000, excluding the printing of the Proceedings.

On the basis of distribution of costs at the Havana Congress, this would represent a disbursement of approximately \$32,000 for the Host Government (2/3 of the cost), and approximately \$16,000 for the Pan American Sanitary Bureau (1/3 of the cost). In addition, the Government would also meet the cost of the Proceedings.

The above amounts are in addition to the cost of the Conference itself, which in the case of the last Conference at San Juan, Puerto Rico, amounted to approximately \$70,000 for the Host Government and \$132,000 for PASB.

### Conclusion

The XV Pan American Sanitary Conference instructed the Executive Committee to "keep in mind the desirability that the Congresses take place before each quadrennial meeting of the Pan American Sanitary Conference, replacing the Technical Discussions at those meetings."

It should be borne in mind that the generous invitation of the Government of Argentina to have the XVI Pan American Sanitary Conference held in Buenos Aires in 1962, was extended and accepted prior to the adoption of Resolution XX by the XV Pan American Sanitary Conference regarding future inter-American congresses of public health, with the financial implications that the holding of such congresses implies. The Executive Committee may therefore wish to adopt a resolution authorizing the Director to consult with the Argentine Government on the desirability of planning a future congress to be held immediately prior to the XVI Pan American Sanitary Conference in 1962.

- ANNEX I : Program of the First Inter-American Congress of Public Health (Havana, Cuba, 1952)
- ANNEX II : Rules of Procedure of the First Inter-American Congress of Public Health (Havana, Cuba, 1952)
- ANNEX III: Rules for Technical Discussions at Meetings of the Pan American Sanitary Conference and of the Directing Council

CE37/12 (Eng.)  
ANNEX I

A N N E X I

PROGRAM OF THE FIRST INTER-AMERICAN CONGRESS OF PUBLIC HEALTH  
(HAVANA, CUBA, 1952)

CIH/1, Rev. 2 (Eng.)  
24 September 1952  
ORIGINAL: SPANISH

P R O G R A M

Friday, 26 September

- 9:00 a.m. - Registration
- 10:00 a.m. - Showing of a special series of scientific films
- 3:00 p.m. - Preliminary Session

Temporary President: Chairman of the Directing  
Council of the Pan American  
Sanitary Organization

1. Appointment of the three members of the Committee on Credentials
2. Election of the President of the Congress
3. Remarks by the President of the Congress
4. Election of the three Vice-Presidents of the Congress, the Rapporteurs for the three official topics, and the Chairmen and Rapporteurs of the five symposiums appearing on the Agenda
5. Adoption of the Rules of Procedure of the Congress
6. Establishment of the Committee on Conclusions

Saturday, 27 September

9:00 a.m. - Opening Session

2:30 p.m. - First Plenary Session

1. Reading and approval of the Report of the  
Committee on Credentials

2. RURAL SANITATION

Monday, 29 September

8:30 a.m. - Second Plenary Session

RECENT DEVELOPMENTS IN DISEASE TREATMENT AND  
CONTROL

2:30 p.m. - Symposium - YELLOW FEVER

- a) The doctrine of Finlay and his research in  
the light of present-day knowledge of yellow  
fever
- b) Epidemiology, 1949 to 1952
- c) Progress in the eradication of Aedes aegypti  
in the Americas
- d) Vaccination

8:30 p.m. - Third Plenary Session

ORGANIZATION AND INTEGRATION OF PUBLIC HEALTH  
SERVICES

Tuesday, 30 September

8:30 a.m. - Symposium - PUBLIC HEALTH EDUCATION

8:30 a.m. - Symposium - ZOONoses

Rabies

- a) Problems of vaccination against rabies
- b) Vaccination against rabies in man
- c) Rabies in animals

Tuesday, 30 September (Continuation)

Brucellosis

- a) Brucellosis in man
- b) Diagnosis and therapeutics of brucellosis in man
- c) Brucellosis in animals

2:30 p.m. - Symposium - TUBERCULOSIS

BCG vaccination

2:30 p.m. - Symposium - MATERNAL AND CHILD HEALTH

- a) Recommendations for application in the Region of the Americas of the suggestions of the WHO experts in maternal and child care
- b) Recommendations for application in the Region of the Americas of the suggestions of the WHO experts in school health
- c) The role and objectives of maternal and child health programs in the countries of Latin America
  - 1) Recent trends in maternity care
- e) Nursing aspects of maternal and child health programs in the Americas

Wednesday, 1 October

Round Tables

8:30 a.m. - MALARIA

8:30 a.m. - CHAGAS' DISEASE

8:30 a.m. - SCHISTOSOMIASIS

8:30 a.m. - ONCHOCERCIASIS

5:00 p.m. - Meeting of the Committee on Conclusions

9:00 p.m. - Formal Closing Session

Homage to Carlos J. Finlay



A N N E X   I I

RULES OF PROCEDURE OF THE FIRST INTER-AMERICAN CONGRESS OF PUBLIC HEALTH  
(HAVANA, CUBA, 1952)

## RULES OF PROCEDURE

### I. Membership

Article 1. The Congress is of an official character and shall comprise:

- a) Official delegates of the Member Governments of the Pan American Sanitary Organization;
- b) Delegates of invited universities, societies, and organizations;
- c) Specialized physicians, scientists, and other professional persons invited individually because of their standing in the field of public health.

### II. Officers

Article 2. The Chairman of the VI Meeting of the Directing Council of the Pan American Sanitary Organization shall act as Temporary President of the Congress and shall preside at the opening session until the Congress elects a President.

Article 3. The duties of the President shall be:

- a) To preside at the sessions of the Congress and to conduct the discussions.
- b) To concede the floor to the participants in the order in which requested.
- c) To decide all questions of order raised during the discussions. Nevertheless, should any participant so request, the ruling made by the Chair shall be submitted to the Congress for decision by a majority vote.
- d) To call for votes and to announce the results of the voting.
- e) To determine the order of business.
- f) To prescribe all necessary measures for the maintenance of order and compliance with the Rules of Procedure.
- g) To perform all other functions entrusted to him by these Rules of Procedure or by the Congress.

Article 4. The Congress shall elect:

- a) Three Vice-Presidents who, in the absence of the President, shall preside in rotation in alphabetical order by country of origin in Spanish.
- b) A Rapporteur for each of the three official topics selected by the Directing Council of the Pan American Sanitary Organization at its V Meeting.
- c) A Chairman and a Rapporteur for each symposium appearing on the agenda.

Article 5. The Organizing Committee of the Congress, in agreement with the Director of the Pan American Sanitary Bureau, shall appoint a Moderator for each round table appearing on the agenda. Each round table will designate its own Rapporteur.

Article 6. The Chairmen of the symposiums and the Moderators of the round tables shall have, within the sessions entrusted to them, the same duties, in general, as those assigned by these Rules of Procedure to the President of the Congress.

Article 7. There shall be two Secretaries of the Congress, designated by the Government of Cuba and by the Pan American Sanitary Bureau.

Article 8. The functions of the Secretaries shall be:

- a) To organize and direct the work of the secretariat of the Congress, and to coordinate the work of the staff, including that of the Technical Secretaries of the Congress and of any other employees appointed for service with the General Secretariat.
- b) To direct and supervise the preparation of reports, proposals, and any other documents that are to be edited, translated, distributed and published.
- c) To advise the President of the Congress on matters concerning regulations and procedure.
- d) To receive, distribute and answer the official correspondence of the Congress, in conformity with the decisions of that body.
- e) To perform such other functions as may be assigned to them by the Rules of Procedure, by the Congress, or by the President of the Congress.

Article 9. For each official topic, symposium, and round table, the Government of Cuba will appoint a Technical Secretary, who will work with the Rapporteur assigned to report on that topic, symposium, or round table, assisting the latter in the preparation of his report. For this purpose, the Technical Secretary shall make available to the Rapporteur all necessary material and background data, together with his own notes or summary of the session.

Article 10. A report setting forth the conclusions and recommendations adopted on each official topic, symposium, and round table shall be prepared by each of the Rapporteurs concerned, with the cooperation of the Technical Secretaries, and shall submit their reports

to the Committee on Conclusions for study and coordination.

### III. Committee on Credentials and Committee on Conclusions

Article 11. The Committee on Credentials shall be appointed by the Temporary President of the Congress and shall be composed of three members selected from among the official delegates of the Governments. The Committee will examine the credentials of the participants and will report thereon to the Congress, as early as possible.

Article 12. The Committee on Conclusions shall be composed of the President, the three Vice-Presidents, the Secretaries and the chiefs of the delegations to the Congress.

The Committee on Conclusions will examine and approve the reports prepared by the Rapporteurs.

### IV. Authors of Principal Papers and Official Commentators

Article 13. For each official topic there shall be an Author of the principal paper and one or more Official Commentators, who will be selected and invited to participate by the Director of the Pan American Sanitary Bureau, in agreement with the Government of Cuba.

### V. Papers

Article 14. The length of the principal papers on the official topics will be determined by the authors who prepare them, but in no case shall the time for presentation of a principal paper exceed 30 minutes. The time limit for the presentation of other papers shall be 20 minutes and such papers shall conform to the rules established by the Organizing Committee appointed by the Government of Cuba.

### VI. Deliberations

Article 15. Each plenary session will begin with the presentation of the principal paper on the official topic that is to be discussed. Observations on the paper will then be presented by the official commentators, each of whom will be allotted a maximum of 20 minutes.

The principal paper will then be put up for discussion, and the members of the Congress may take the floor for a maximum of five minutes and not more than once, unless otherwise authorized by the President. The number of speakers shall be limited according

to the total time available for discussion. The author of the principal paper shall be allotted 20 minutes in which to close the discussion. The speakers will be expected to present to the General Secretariat or to the Rapporteur a written abstract of their observations. The abstract shall be prepared in one of the official languages and shall not exceed 300 words.

## VII. Voting

Article 16. The decisions of the Congress shall be taken by majority vote of the Member Countries of the Pan American Sanitary Organization represented at the Congress and taking part in the voting. The votes shall be cast by the chiefs of the delegations of the Member Governments or by their representatives.

## VIII. Quorum

Article 17. A majority of the countries participating in the Congress shall constitute a quorum in plenary sessions.

## IX. Languages

Article 18. The official languages of the Congress shall be English, French, Portuguese, and Spanish. The papers shall be issued in the language in which they are presented. Speakers at the sessions may use any of the four official languages.

## X. Amendments to the Rules of Procedure

Article 19. After these Rules of Procedure have been approved in plenary session of the Congress, subsequent amendments thereto must be approved by a vote of two thirds of the countries present and voting.

## XI. Proceedings of the Congress

Article 20. The responsibility for printing the Proceedings of the Congress shall rest with the Government of Cuba.

CE37/12 (Eng.)  
ANNEX III

A N N E X    I I I

RULES FOR TECHNICAL DISCUSSIONS AT MEETINGS OF THE PAN AMERICAN SANITARY  
CONFERENCE AND OF THE DIRECTING COUNCIL



# XV Pan American Sanitary Conference

San Juan, Puerto Rico  
September-October, 1958

# X Meeting Regional Committee



CSP15/26, Rev. 1, Cor. (Eng.)  
26 September 1958  
ORIGINAL: SPANISH

## RULES FOR TECHNICAL DISCUSSIONS AT MEETINGS OF THE PAN AMERICAN SANITARY CONFERENCE AND OF THE DIRECTING COUNCIL

### PART I

#### Purpose of the Technical Discussions

Art. 1. The Pan American Sanitary Conference (hereinafter referred to as "the Conference") and the Directing Council of the Pan American Sanitary Organization (hereinafter referred to as "the Council") shall meet in special session to hold Technical Discussions to deal with matters of regional interest related to the activities of the Pan American Sanitary Organization and of the national public health administrations, the study of which may produce immediate and practical results.

### PART II

#### Nature of the Technical Discussions -- Participation

Art. 2. The Technical Discussions shall form part of the business of the Conference and of the Council.

Art. 3. Participation in the Technical Discussions shall be open to delegates, alternates, or advisers of the delegations accredited to the Conference or the Council meeting at which the Discussions are held.

Art. 4. Representatives of international organizations, inter-governmental or nongovernmental, that maintain official relations with the World Health Organization or with the Pan American Sanitary Organization, may participate in the Technical Discussions.

Art. 5. In the Technical Discussions, opinions are expressed in a personal capacity.

Art. 6. The documents pertaining to the Technical Discussions shall be issued by the Pan American Sanitary Bureau separately from the documents of the Conference or the Council.

### PART III

#### Selection of Topics for Technical Discussions

Art. 7. The Conference or the Council, as the case may be, shall each year select the topic or topics for the Technical Discussions to be held during the ensuing meeting of either of these two governing bodies. The Member Governments and the Director of the Bureau may propose topics prior to those meetings or in the course of them. The Conference or the Council may delegate the selection of topics to the Executive Committee.

Art. 8. The Director of the Pan American Sanitary Bureau shall, at the earliest possible date, inform the Member Governments, territories, and organizations entitled to representation, of the topic or topics selected for the Technical Discussions.

### PART IV

#### Designation and Duties of the Experts

Art. 9. The Director of the Pan American Sanitary Bureau shall designate the necessary experts to present an introductory statement on each topic selected for the Technical Discussions.

Art. 10. The Pan American Sanitary Bureau shall place at the disposal of the designated experts such background material as may be considered useful for the preparation of their respective introductory statements.

Art. 11. A copy of the introductory statement prepared by each expert shall be transmitted by the Director of the Pan American Sanitary Bureau, as far in advance as possible, to the Member Governments, territories, and organizations entitled to a representation.

Art. 12. The Pan American Sanitary Bureau shall not be held responsible for the opinions and ideas expressed in the introductory statements.

### PART V

#### Organization of the Technical Discussions

Art. 13. The Conference or the Council on examining the program of sessions, shall schedule the date on which the Technical Discussions are to be held. Preferably, the date should fall approximately midway in the course of the Conference or the Council meeting.

Art. 14. The Technical Discussions will be held in special session, and while they are being held no other activity of the Conference or the Council shall take place.

Art. 15. A moderator and a rapporteur shall be elected for each topic. The moderator shall preside and shall organize the work of the Technical Discussions in such a manner as to facilitate the active discussion of the topics.



Art. 16. The Director of the Pan American Sanitary Bureau shall appoint a technical secretary to assist the rapporteur and the moderator of each topic.

## PART VI

### Deliberation and Reports

Art. 17. The Technical Discussions shall open with a statement by the designated expert or experts, who will give a brief summary of the introductory paper prepared for the Discussions.

Art. 18. The Conference or the Council may establish working parties to examine the Technical Discussion topics. Each working party shall elect a moderator and a rapporteur, who will be assisted by the technical secretary appointed by the Director of the Pan American Sanitary Bureau.

Art. 19. No minutes of the sessions shall be kept. The rapporteur shall prepare a report summarizing the opinions expressed in the course of the Technical Discussions and stating the conclusions reached, if any.

Art. 20. The moderator shall transmit the Report of the Technical Discussions to the Conference or the Council, for presentation in plenary session.

Art. 21. The Conference or the Council may adopt decisions on the topic of the Technical Discussions, following the same procedures as those applied for the other decisions of the meeting.

Art. 22. The Director of the Bureau shall give the widest possible distribution to the reports and other documents, through the Boletín and other special publications of PASB.