



*executive committee of  
the directing council*

PAN AMERICAN  
HEALTH  
ORGANIZATION

*working party of  
the regional committee*

WORLD  
HEALTH  
ORGANIZATION



43rd Meeting  
Washington, D. C.  
May 1961

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19 April 1961  
ORIGINAL, ENGLISH-SPANISH

Topic 7: REPORT OF THE SUBCOMMITTEE ON BASIC DOCUMENTS OF THE PAN  
AMERICAN HEALTH ORGANIZATION

The attached communication from the Subcommittee on Basic Documents of the Pan American Health Organization to the Chairman of the Executive Committee constitutes the report of the Subcommittee on the matter assigned to it for study by Resolution I of the 36th Meeting of the Executive Committee.



PAN AMERICAN HEALTH ORGANIZATION  
*Pan American Sanitary Bureau, Regional Office of the*  
 WORLD HEALTH ORGANIZATION

1501 NEW HAMPSHIRE AVENUE, N.W., WASHINGTON 6, D.C. U.S.A.

CABLE ADDRESS: OFSANPAN

REPLY REFER TO

17 April 1961

Dear Mr. Chairman:

The Subcommittee on Basic Documents of the Pan American Health Organization has the honor to submit herewith its report of work accomplished to date.

The Subcommittee, established under authority of Resolution I of the 36th Executive Committee has carried out its work in accordance with Resolution XXX which dealt only with procedures governing the election of the Director and Resolution XXXIV of the XVth Pan American Sanitary Conference, which reads as follows:

The XV Pan American Sanitary Conference,

Bearing in mind the suggestion contained in paragraph 4 of the report of the special committee appointed by the Conference to consider Article 53 of the Rules of Procedure (Document CSP15/47), to the effect that the Executive Committee make a study, with legal advice, of the texts of the Constitution and the Rules of Procedure of the Conference, for the purpose of achieving greater clarity of expression and adequate equivalence of meaning between the English and the Spanish texts; and

Considering that the discussions at this Conference have brought to light the need for those texts to be more adequate for their own objectives,

The Chairman of the  
 Executive Committee  
 Pan American Health Organization  
 Washington, D.C.

**RESOLVES:**

1. To instruct the Executive Committee to undertake, with legal advice, a thorough study of the Constitution of the Organization and the Rules of Procedure of the XV Conference, in order that it may prepare suggestions (a) to improve their clarity and the equivalence of meaning between the English and the Spanish texts of these basic documents, and (b) to the end that the said texts may be more adequate for their own objectives.

2. To suggest to the Executive Committee that it consider the advisability of naming a subcommittee to make the said study.

3. To instruct the Executive Committee to request the opinion of the governments with respect to its suggestions, and thereafter to submit its recommendations to a future meeting of the Directing Council for appropriate action.

Beginning its task in April 1959, the Subcommittee held 26 sessions and made a detailed review of the Constitution and the Rules of Procedure of the Conference.

Mindful of its mandate "to improve their clarity and the equivalence of meaning between the English and Spanish texts of these basic documents", the Subcommittee has concerned itself primarily with editorial revisions in order to insure that the provisions of the basic documents are clear, specific and unambiguous, and that the English and Spanish texts are identical in meaning. Substantive changes have been kept to a minimum in the belief that the Conference and the Executive Committee did not intend that a new Constitution be drafted, but that the existing Constitution be made more adequate for its own purposes.

There is attached for review and consideration by the Executive Committee a proposed new text for the Constitution (Annex I) and the Rules of Procedure of the Conference (Annex II). These Annexes are designed to facilitate a comparison of the proposed text with similar provisions in the present text. It will be noted that some reorganization of the material is proposed, especially with respect to the Conference Rules of Procedure. It is believed that this will provide a more logical grouping of subjects.

The term "Member Governments" is used throughout the proposed Constitution to refer to the Governments with full membership rights (i.e. the 21 American Republics). To avoid the frequent repetition of the phrase "territories or groups of territories within the Western Hemisphere which are not responsible for the conduct of their international relations", it is proposed to use the term "Participating

Governments" in referring to the Governments representing such "territories". The simple term "Governments" is used when both are referred to.

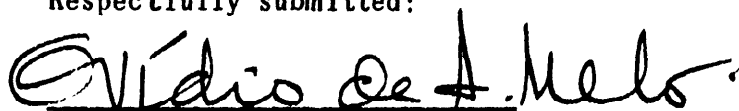
Changes are proposed with respect to the election of the Director of the Pan American Sanitary Bureau, (proposed Article 21A) and provisions for amendment of the Constitution (proposed Article 28).

Inasmuch as Paragraph 3 of Resolution XXXIV of the XV Conference directed the Executive Committee to request the opinion of the Governments with respect to the proposed draft, the Executive Committee may wish to authorize the Director of the Pan American Sanitary Bureau to communicate to the Governments the proposed texts of the Constitution and the Conference Rules of Procedure and solicit their opinions thereon. The Executive Committee may also wish to authorize the Director to present these texts, together with opinions of the Governments, to the XIII Meeting of the Directing Council for appropriate action.

The Subcommittee plans to develop revised drafts of the Rules of Procedure of the Directing Council and of the Executive Committee. It is expected that this material will be available for presentation to the next meeting of the Executive Committee. After approval of the proposed text of the basic documents, the Subcommittee plans to have texts prepared in French and Portuguese in compliance with Resolution XXIX of the XI Meeting of the Directing Council.

The present members of the Subcommittee wish to thank Dr. Jesús Aguirre Flores and Mrs. Ninfa Santos (Mexico), Mr. Italo Zappa (Brazil), the former Subcommittee members, and Mr. Simon Wilson (Alternate Representative of the United States) for their valuable contributions to the work of the Subcommittee. The present members also wish to express their thanks to Dr. Charles G. Fenwick of the Legal Department of the Pan American Union and his staff, as well as to the staff of the Pan American Sanitary Bureau for the valuable advice and assistance they provided in all phases of the work.

Respectfully submitted:



Ovidio de Andrade Melo, Representative of Brazil  
Chairman, Subcommittee on Basic Documents



José Arcadio Chávez, Representative of El Salvador



Laurence Wyatt, Representative of the United States of America  
Rapporteur, Subcommittee on Basic Documents

CONSTITUTION OF THE PAN AMERICAN HEALTH ORGANIZATION

Preliminary draft of the revised text submitted by  
the Sub-committee on Basic Documents to the  
43rd Meeting of the Executive Committee

Washington, D.C., April 1961.

# CONSTITUTION OF THE PAN AMERICAN HEALTH ORGANIZATION

Proposed text	Present text	Comments
<b>Preamble</b>	<b>Preamble</b>	
Progress in the sciences of public health and medicine together with new and wider concepts of the responsibilities of Governments in matters of health make it essential to broaden the scope of international health work in the Western Hemisphere and to develop and strengthen the Pan American Sanitary Bureau in order that it may be able to carry out fully the obligations imposed by this progress.	Progress in the sciences of public health and medicine together with new and wider concepts of the responsibilities of Governments in matters of health make it essential to broaden the scope of international health work in the Western Hemisphere and to develop and strengthen the Pan American Sanitary Bureau in order that it may be able to carry out fully the obligations imposed by this progress.	No change.
Acting in accordance with the Final Act of the XII Pan American Sanitary Conference, the Directing Council hereby adopts the following Constitution for the Pan American Health Organization.	Acting in accordance with the Final Act of the XII Pan American Sanitary Conference, the Directing Council hereby adopts the following Constitution for the Pan American Health Organisation.	

Proposed text	Present text	Comments
CHAPTER I		
THE ORGANIZATION		
Article 1: Purposes:		
The fundamental purposes of the Pan American Health Organization (hereinafter called the Organization) shall be to promote and coordinate efforts of the countries of the Western Hemisphere to combat disease, lengthen life, and promote the physical and mental health of the people.	Art. 1: The fundamental purposes of the Pan American Health Organization shall be to promote and coordinate efforts of the countries of the Western Hemisphere to combat disease, lengthen life, and promote the physical and mental health of the people.	Editorial change only to avoid repeating the entire title throughout the Constitution.
Article 2: Membership:		
A. All American States are entitled to membership in the Organization. The Organization is at present composed of the twenty-one American republics (hereinafter called Member Governments).	Art. 2-A: The Pan American Health Organization is at present composed of the twenty-one American republics. All self-governing nations of the Western Hemisphere are entitled to membership in the Pan American Health Organization.	The term "American States" adopted to be consistent with the charter of the OAS. "Member Governments" adopted as a short title to use in referring to Governments with full rights of membership.

Proposed text	Present text	Comments
<p>B. Territories or groups of territories within the Western Hemisphere which are not responsible for the conduct of their international relations shall have the right to be represented and to participate in the Organization. The nature and extent of the rights and obligations of these territories or groups of territories in the Organization shall be determined in each case by the Directing Council after consultation with the Government or other authorities having responsibility for their international relations (hereinafter called Participating Governments). It is understood that Member Governments having under their jurisdiction subordinate territories and peoples within the Western Hemisphere will apply the provisions of the Pan American Sanitary Code and of this Constitution to such territories and peoples.</p>	<p>Art. 2-B: Territories or groups of territories within the Western Hemisphere which are not responsible for the conduct of their international relations shall have the right to be represented and to participate in the Organization. The nature and extent of the rights and obligations of these territories or groups of territories in the Organization shall be determined in each case by the Directing Council after consultation with the Government or other authorities having responsibility for their international relations. It is understood that Member Governments having under their jurisdiction subordinate territories and peoples within the Western Hemisphere will apply the provisions of the Pan American Sanitary Code and of this Constitution to such territories and peoples.</p>	<p>No change except to establish "Participating Governments" as a short title for those Governments whose rights and obligations have been determined, in accordance with Article 2-B, by various resolutions of the Directing Council.</p>



Proposed text	Present text	Comments
<b>Article 3: Organs:</b>		
The Organization shall comprise:	Art. 3: The Pan American Health Organization	As explained under Art. 1, the words
1. The Pan American Sanitary Conference	shall comprise:	"Pan American Health" are deleted, and the
(hereinafter called the Conference);	1. The Pan American Sanitary Conference	words "hereinafter called the Bureau" are
2. The Directing Council (hereinafter	(hereinafter called the Conference);	inserted.
called the Council);	2. The Directing Council (hereinafter	
3. The Executive Committee of the	called the Council);	
Directing Council (hereinafter called	3. The Executive Committee of the Directing	
the Executive Committee); and	Council (hereinafter called the Executive	
4. The Pan American Sanitary Bureau (here-	Committee); and	
inafter called the Bureau).	4. The Pan American Sanitary Bureau.	
CHAPTER II		
THE CONFERENCE		
<b>Article 4: Functions:</b>		
1. The Conference shall be the supreme	Art. 4-A: The Conference shall be the supreme	No change.
governing authority of the Organization.	governing authority of the Organization.	

Proposed text	Present text	Comments
<p>B. The Conference shall determine the general policies of the Organization, including financial policy, and, when it deems it necessary, shall instruct the Council, the Executive Committee, and the Director of the Bureau with respect to any matter within the scope of the Organization.</p>	<p>Art. 4-B: The Conference shall determine the general policies of the Organization, including financial policy, and shall instruct, as deemed proper, the Directing Council, the Executive Committee, and the Director of the Bureau with respect to any matter within the scope of the Organization.</p>	<p>Editorial change only to uniform equivalence of English and Spanish.</p>
<p>C. The Conference shall serve as a forum for the interchange of information and ideas relating to the prevention of disease, the preservation, promotion and restoration of mental and physical health, and the advancement of socio-medical measures and facilities for the prevention and treatment of physical and mental diseases in the Western Hemisphere.</p>	<p>Art. 4-D: The Conference shall serve as a forum for the interchange of information and ideas relating to the prevention of disease, the promotion, preservation and restoration of mental and physical health, and the advancement of socio-medical measures and facilities for the prevention and treatment of physical and mental diseases in the Western Hemisphere.</p>	<p>No change in language. Order of paragraphs changed to list major functions before the provision for their delegation.</p>

Proposed text	Present text	Comments
D. The Conference shall elect the Member Governments to serve on the Executive Committee, in accordance with Article 15 of the Constitution.	-----	To record existing practice. Since 1947, the Conference in the years in which it meets, has always elected members of the Executive Committee.
E. The Conference shall elect the Director of the Bureau in accordance with Article 21, paragraph A of the Constitution.	Art. 4-E: The Conference shall elect the Director of the Pan American Sanitary Bureau by a two-thirds vote of the countries represented and with the right to vote. In case of resignation, incapacity, or death of the Director between meetings of the Conference, the Directing Council shall elect a Director who shall act ad interim.	Detailed provisions for election of Director placed in Chapter V, "The Pan American Sanitary Bureau", where it is more appropriately mentioned and because functions of both the Conference and the Council are involved.
F. The Conference shall review the annual reports of the Chairman of the Executive Committee and of the Director of the Bureau for the immediately preceding year, as well as the quadrennial report of the Director of the Bureau.	-----	To record existing practice.

Proposed text	Present text	Comments
G. The Conference shall review and approve the annual program and budget of the Organisation.	-----	To record existing practice.
H. The Conference may delegate any of its functions to the Council, which shall execute them on behalf of the Conference during the interval between meetings of the Conference.	Art. 4-C: The Conference, when it deems necessary, may delegate any of its functions to the Directing Council, which will execute them on behalf of the Conference during intervals between meetings of the Conference.	Editorial change only.
Article 5: Composition:		
A. The Conference shall be composed of delegates of Member Governments of the Organisation and the Participating Governments (hereinafter called Governments when both are referred to).	Art. 5-A: The Conference shall be composed of delegates of Member Governments of the Organization and of any other territories or groups of territories to which the right of representation has been extended in accordance with Article 2, paragraph B, of the Constitution.	Use of phrase "Participating Governments" as defined in Art. 2-B, and addition of the words "hereinafter called Governments when both are referred to", to clarify the use of this word.

Proposed text	Present text	Comments
<p>B. Each Government shall be represented by not more than three delegates, one of whom shall be designated by the respective Government as chief delegate. Delegates may be accompanied by one or more alternates and advisers. Delegates selected by the respective Governments should include specialists in public health, preferably officials of national public health services.</p>	<p>Art. 5-B: Each Government shall be represented by not more than three delegates, one of whom shall be designated by the respective Member Government as chief delegate. Delegates may have alternates and advisers. Delegates selected by the respective Member Governments should include specialists in public health, preferably officials of national public health services.</p>	<p>Editorial change only. Use of the term "Government" to include both Member Governments and the Participating Governments.</p>
<p>C. The Director of the Bureau shall participate <u>ex officio</u> without the right to vote.</p>	<p>-----</p>	<p>To bring into conformity with Article 10-B which relates to participation of the Director in Council Meetings and to record existing practice.</p>

Proposed text	Present text	Comments
<b>Article 6: Voting:</b>		
A. Each Government officially represented at the Conference shall have the right to one vote. The Participating Governments shall exercise this right within the limitations established in accordance with Article 2, paragraph B.	Art. 6-A: Each Member Government officially represented at the Conference shall have the right to one vote. The participating territories or groups of territories officially represented at the Conference shall enjoy the prerogatives established under Article 2, paragraph B.	Editorial changes to clarify the intent of this constitutional provision.
B. Motions shall be considered adopted when they have received the affirmative vote of a majority of the Governments present and voting, except where the Constitution or the Rules of Procedure otherwise provide.	Art. 6-B: Motions shall be considered adopted when they have obtained the affirmative vote of a majority of the Participating Governments entitled to vote which are represented and voting at the meeting where the vote is taken, except when the Conference may decide otherwise. Any representative may make reservations or abstain from voting.	Exceptions to this provision on voting, specified in terms of Constitution and Rules of Procedure. "Present and voting", which is adopted from the Conference Rules of Procedure, is considered simpler wording than "represented and voting at the meeting where the vote is taken", or the Spanish of the present text "representados y presentes en el momento de la votación". Last sentence deleted as being unnecessary.

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Proposed text

Present text

Comments

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Article 7: Meetings:

A. The Conference shall normally meet every four years in the country determined by its immediately preceding meeting or by the Council acting on its behalf, on a date fixed by the Director of the Bureau in consultation with the Host Government. No two successive meetings of the Conference shall be held in the same country.

B. At least one year in advance of the date of the meeting of the Conference, the Government of the country in which the Conference is to meet shall appoint a committee to cooperate with the Bureau in organizing the meeting.

Art. 7-A: The Conference shall normally meet once in four years in the country determined by its immediately preceding meeting, on a date fixed by the Host Government after consultation with the Director. No two successive meetings of the Conference shall be held in the same country.

Art. 7-B: At least one year in advance of the date of the quadrennial meeting of the Conference, the Government of the country in which the Conference is to meet shall appoint a committee to cooperate with the Pan American Sanitary Bureau in organizing the meeting.

Provision for the Council to act on behalf of Conference in selecting a meeting place added to permit such action when the Conference may be unable to select a place for its next meeting. Primary responsibility for determining date of meeting assigned to the Director to agree with present practice.

The word "quadrennial" deleted as not being necessary.

Proposed text	Present text	Comments
C. At least three months prior to the beginning of the Conference, the Director of the Bureau shall submit to the Governments a comprehensive report on the progress of the Organization since the last meeting of the Conference.	Art. 7-C: At least three months prior to the convening of the Conference, the Director shall submit to the Participating Governments a comprehensive report on the progress of the Organization since the last meeting of the Conference.	Editorial change only.
D. Each Government shall pay the expenses of its delegation to the Conference and the Bureau shall pay the expenses of its personnel.	Art. 7-E: Each Participating Government shall pay the expenses of its representatives to each meeting of the Conference. The Pan American Sanitary Bureau shall pay the expenses of its personnel attending the meetings.	Editorial changes and substitution of "delegation" for "representatives" since the Conference is composed of "delegates" (Art. 3-A).
E. The provisional agenda of the Conference shall be prepared by the Director of the Bureau and submitted to the Executive Committee for approval. The Conference shall adopt its own agenda and, in so doing, may make such additions or modifications to the provisional agenda as it may wish in accordance with its rules of procedure.	Art. 7-D: The agenda for the meeting of the Conference shall be prepared by the Director and approved in advance by the Executive Committee. The Conference may adopt additions to or modifications of the agenda in accordance with its own rules of procedure.	Editorial changes to make it clear that the Conference approves its own agenda and that before such approval, any agenda is provisional.



Proposed text	Present text	Comments
F. When the provisional agenda has been approved by the Executive Committee a copy shall be sent to the Director-General of the World Health Organization.	Art. 7-G (1st sentence): When the Executive Committee has approved the agenda for any meeting of the Conference, a copy of the agenda shall be sent to the Director-General of the World Health Organization.	Editorial change only.
G. The Director-General of the World Health Organization, or his representatives, shall have the right to participate, without vote, in the Conference.	Art. 7-G (2nd sentence): Representatives of the World Health Organization are entitled to participate, without vote, in the meetings of the Conference.	The right of participation by WHO is a right possessed primarily by its Director-General. His right to delegate this function is recognized.
Article 8: Officers and Rules of Procedure:  The Conference shall elect its own officers and shall adopt its own rules of procedure.	Art. 7-F: The Conference shall elect its own officers and shall adopt its own rules of procedure.	No change.

Proposed text	Present text	Comments
CHAPTER III		
THE COUNCIL		
Article 9: Functions:		
A. The Council shall perform those functions delegated to it by the Conference, shall act on its behalf between meetings of the Conference, and shall carry out the decisions and policies of the Conference.	Art. 8-A: The Council shall perform those functions delegated to it by the Conference, shall act on its behalf between meetings of the Conference, and shall carry out the decisions and policies of the Conference.	No change.
B. The Council shall elect the Member Governments to serve on the Executive Committee in accordance with Article 15, paragraph A, of the Constitution.	-----	To list this as a function of the Council.
C. The Council shall review the annual reports of the Chairman of the Executive Committee and of the Director of the Bureau.	Art. 8-C: The Council shall review the annual reports of the Chairman of the Executive Committee and of the Director of the Pan American Sanitary Bureau.	No change, except for use of "Bureau" instead of "Pan American Sanitary Bureau".

Proposed text	Present text	Comments
D. The Council shall review and approve the annual program and budget of the Organization.	Art. 8-D: The Council shall review and approve the annual budget of the Organization.	To record existing practice. The Council now reviews the annual <u>Program</u> and Budget, which is a single document.
E. The Council shall elect an ad interim Director of the Bureau when necessary, in accordance with Article 21, paragraph A.	Art. 8-B: Whenever the post of Director of the Pan American Sanitary Bureau becomes vacant, the Council shall elect an ad interim Director in accordance with Article 4, paragraph E.	Editorial change.
-----	Art. 8-E: The Council shall submit an annual report to the Participating Governments.	The requirement of a report from the Council to the Governments has been deleted in accordance with Res. I of the VII Meeting of the Directing Council which provided that the transmittal of the Final Report of each Council Meeting together with the Director's Annual Report would meet this requirement.

Proposed text	Present text	Comments
F. The Council shall approve the establishment of branch offices of the Organization.	Art. 8-F: The Council may provide for the establishment of such branch offices as it or the Conference may deem necessary to carry out the purposes of the Organization.	Editorial change.
Article 10: Composition:		
A. The Council shall be composed of one representative from each Government. The representatives shall be designated from among specialists in public health, preferably officials of national public health services. Each representative may be accompanied by one or more alternates and advisers.	Art. 9-A: The Council shall be composed of one representative from each Member Government of the Organization, and one representative from each territory or group of territories to which the right of representation in the Organization has been extended under Article 2, paragraph B, of this Constitution. The representatives selected by each of the Participating Governments shall be chosen from among specialists in public health, preferably officials of the national health services. Each representative may be accompanied by alternates or advisers.	Editorial change. Use of "Government" to include both Member Governments and the Participating Governments.

Proposed text	Present text	Comments
<p>B. The Director shall participate <u>ex officio</u> without the right to vote.</p>	<p>Art. 9-D: The Director of the Pan American Sanitary Bureau shall be an <u>ex officio</u> member of the Council without the right to vote.</p>	<p>Editorial change to make the language identical with that used in Art. 5-C referring to the Conference.</p>
Article 11: Voting:		
<p>A. Each Government officially represented on the Council shall have the right to one vote. The Participating Governments shall exercise this right within the limitations established in accordance with Article 2, paragraph B.</p>	<p>Art. 9-B: Each Member Government officially represented on the Council shall have one vote. Other Participating Governments officially represented on the Council shall enjoy the privileges established under Article 2, paragraph B.</p>	<p>Editorial change. The wording is identical with that proposed for the Conference in Art. 6-A.</p>
<p>B. Motions shall be considered adopted when they have received the affirmative vote of a majority of the Governments present and voting, except where the Constitution or the Rules of Procedure otherwise provide.</p>	<p>Art. 9-C: Motions shall be considered adopted when they have received the affirmative vote of the majority of the Participating Governments entitled to vote which are represented and present at the moment when the vote is taken, except when the Council decides otherwise.</p>	<p>To establish consistency with Art. 6-B relating to the Conference.</p>

Proposed text	Present text	Comments
<b>Article 12: Meetings:</b>		
<p>A. The Council shall normally meet once each year in those years in which the Conference does not meet.</p>	<p>Art. 10-A (1st sentence): The Council shall meet normally at least once each year.</p>	<p>"At least" deleted as not being necessary. The additional wording added to conform with present practice, since the Council does not meet in those years in which the Conference is held.</p>
<p>B. Each Government shall pay the expenses of its representation, and the Bureau shall pay the expenses of its personnel.</p>	<p>Art. 10-A (2nd sentence): Each Government shall pay the expenses of its representative.</p>	<p>"Representative" changed to "representation" to agree with the Spanish text and to make it clear that alternates and advisers are included as well as representatives. The additional clause added to be consistent with Art. 7-D relating to the Conference and to record existing practice.</p>

Proposed text	Present text	Comments
<p>C. The provisional agenda of the Council shall be prepared by the Director of the Bureau and submitted to the Executive Committee for approval. The Council shall adopt its own agenda and in doing so may make such additions or modifications to the provisional agenda as it may wish in accordance with its rules of procedure.</p>	<p>Art. 10-B: The agenda for the meeting of the Council shall be prepared in advance by the Director of the Pan American Sanitary Bureau and approved by the Executive Committee. Additions to or modifications of the agenda may be adopted by the Council in accordance with its own rules of procedure.</p>	<p>Editorial changes to make it clear that the Council approves its own agenda and that before such approval, any agenda is provisional.</p>
<p>D. When the provisional agenda has been approved by the Executive Committee, a copy shall be sent to the Director-General of the World Health Organization.</p>	<p>Art. 10-C (1st sentence): The Director of the Pan American Sanitary Bureau shall inform the World Health Organization or its Interim Commission of the agenda to be discussed at the meetings of the Council.</p>	<p>To establish consistency with Art. 7-F covering the same subject for the Conference. Reference to Interim Commission of WHO deleted since the Commission is no longer in existence.</p>
<p>E. The Director-General of the World Health Organization, or his representatives, shall have the right to participate, without vote, in the Council.</p>	<p>Art. 10-C (2nd sentence): Representatives of the World Health Organization are entitled to participate, without vote, in the meetings of the Council.</p>	<p>Same as proposed Art. 7-G relating to the Conference.</p>

Proposed text	Present text	Comments
<b>Article 13: Officers and Rules of Procedure:</b>		
The Council shall elect its own officers and shall adopt its own rules of procedure.	Art. 11: The Council shall elect its own officers and shall adopt its own rules of procedure.	No change.
 <b>CHAPTER IV</b>		
<b>THE EXECUTIVE COMMITTEE</b>		
<b>Article 14: Functions:</b>		
The functions of the Executive Committee shall be:		
A. To authorize the Director of the Bureau to convoke meetings of the Council.	Art. 12-A: To authorize the Director of the Pan American Sanitary Bureau to convoke meetings of the Council.	No change, except for use of "Bureau" instead of "Pan American Sanitary Bureau".
B. To approve the provisional agenda of meetings of the Conference and of the Council.	Art. 12-B: To approve the agenda of meetings of the Conference and of the Council.	Editorial changes to make it clear that the Council approves its own agenda and that before such approval, any agenda is provisional.



Proposed text	Present text	Comments
<p>C. To consider and submit to the Conference or to the Council the proposed program and budget prepared by the Director of the Bureau, with such recommendations as it deems advisable.</p>	<p>Art. 12-C: To consider and submit to the Conference or to the Council the proposed program and budget prepared by the Director, with such recommendations as it deems advisable.</p>	<p>Editorial change only.</p>
<p>D. To advise the Conference or the Council regarding matters referred to the Executive Committee by those bodies or, on its own initiative, regarding other matters relating to the activities of the Conference, the Council, or of the Bureau.</p>	<p>Art. 12-D: To advise the Council regarding matters referred to the Executive Committee by that body or, on its own initiative, regarding other matters relating to the activities of the Council or of the Pan American Sanitary Bureau.</p>	<p>Provision for reporting to the Conference added since according to present practice the Executive Committee reports also to the Conference.</p>
<p>E. To discharge any other function assigned to it by the Conference or the Council.</p>	<p>Art. 12-E: To carry out such other duties as may be authorized by the Council.</p>	<p>Editorial change in English only. Addition of "the Conference" for reasons indicated above (Art. 11-D).</p>

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Proposed text

Present text

Comments

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Article 15: Composition:

A. The Executive Committee shall be composed of seven Member Governments of the Organization elected by the Conference or the Council for overlapping terms of three years. Each of the elected Member Governments shall be entitled to designate one representative to the Executive Committee. Each representative may be accompanied by one or more alternates and advisers. A Member Government shall not be eligible for reelection to the Executive Committee until one year has elapsed since the expiration of its term of office.

B. Governments not represented on the Executive Committee may, at their own expense, send observers who may, in accordance with the rules of procedure of the Executive Committee, participate without vote in the proceedings of the Executive Committee.

Art. 13-A: The Executive Committee shall be composed of seven Member Governments elected by the Council for overlapping terms of three years. Each of the elected Governments shall be entitled to designate one representative to the Executive Committee and in addition as many alternates and advisers as it deems necessary. A Member Government shall not be eligible for reelection to the Executive Committee until one year has elapsed.

Art. 13-B: Member Governments not represented on the Executive Committee may, at their own expense, send observers who may, in accordance with the rules of procedure of the Executive Committee, participate without vote in the proceedings of the Executive Committee.

Addition of "the Conference" to conform to existing practice as indicated in reference to Art. 4-D. Other changes are editorial only. Last phrase added for clarity and to conform with Spanish text.

In practice, both Member Governments and Participating Governments may send such observers.

Proposed text	Present text	Comments
C. The Director of the Bureau shall participate <u>ex officio</u> without the right to vote.	-----	A new provision, consistent with similar provisions for the Conference and the Council.
Article 16: Voting:		
A. Each Member Government elected to and represented on the Executive Committee shall have the right to one vote.	-----	A new article, consistent with present practice and with similar provisions for the Conference and the Council.
B. Motions shall be considered adopted when they have received the affirmative vote of a majority of the Member Governments present and voting, except where the Constitution or the Rules of Procedure otherwise provide.	-----	Same as above.
Article 17: Meetings:		
A. Two regular meetings of the Executive Committee shall be held every year. One of these meetings shall be held at the place of the meeting of the Council or of the Conference and immediately following it. Special meetings	Art. 14-A: The Executive Committee shall meet, with due advance notice, at least every six months or whenever a meeting is called by the Director of the Pan American Sanitary Bureau, or upon	Reference to the Conference meeting added to agree with present practice. "With due advance notice" deleted as not having a meaning unless defined. "Two meetings...every year" is somewhat more flexible than one meeting "at

Proposed text	Present text	Comments
<p>shall be held when convoked by the Director of the Bureau, either on his own initiative or upon request of at least three Member Governments.</p>	<p>request of at least three Member Governments. One of these meetings may be held at the time and place of the annual meeting of the Council.</p>	<p>least every six months".</p>
<p>B. The expenses of the representatives to the Executive Committee attending meetings concurrent with, immediately preceding, or immediately following those of the Council, or of the Conference, shall be borne by Member Governments. Expenses of representatives to other meetings of the Executive Committee, or, in the event that any representative is unable to attend, of an alternate, shall be paid by the Bureau.</p>	<p>Art. 14-B: The expenses of the representatives to the Executive Committee attending meetings concurrent with, immediately preceding or immediately following those of the Directing Council, shall be borne by Member Governments. Expenses of representatives to other meetings of the Executive Committee, or, in the event that any representative is unable to attend, of an alternate, shall be paid by the Pan American Sanitary Bureau.</p>	<p>"Or of the Conference" added to reflect present practice.</p>

Proposed text	Present text	Comments
<b>Article 18: Officers:</b>		
<p>The Executive Committee shall elect from among its members a Chairman and a Vice-Chairman, who shall hold office until their successors are elected. The elections shall take place each year at the first meeting of the Executive Committee following the election of its new Member Governments.</p>	<p>Art. 15: The Executive Committee shall elect from among its members a Chairman and a Vice-Chairman, who shall hold office until their successors are elected. The election shall take place each year at the first meeting of the Executive Committee following the election of its new members.</p>	<p>"Member Governments" is a more precise term than "its members".</p>
<b>Article 19: Rules of Procedure:</b>		
<p>The Executive Committee shall adopt its own rules of procedure.</p>	<p>Art. 16: The Executive Committee shall adopt its own rules of procedure.</p>	<p>No change.</p>

Proposed text	Present text	Comments
CHAPTER V		
THE PAN AMERICAN SANITARY BUREAU		
Article 20: Functions:		
The duties and functions of the Bureau shall be those specified in the Pan American Sanitary Code, and those which are assigned in the future by the Conference or the Council in fulfillment of the purposes expressed in Article 1 of this Constitution.	Art. 17: The duties and functions of the Pan American Sanitary Bureau shall be those specified in the Pan American Sanitary Code, and those which are assigned in the future by the Conference or the Council in fulfillment of the purposes expressed in Article 1 of this Constitution.	No change, except for use of "Bureau" instead of "Pan American Sanitary Bureau".
Article 21: Administration:		
A. The Bureau shall have a Director elected at the Conference by the vote of a majority of the Governments of the Organization. The Director shall hold office for a period of four years. In the event of his successor not being elected prior to the expiration of his term of office, the Director shall continue to serve until his	Art. 18-A: The Pan American Sanitary Bureau shall have a Director designated in accordance with the provisions of Article 4, paragraph E. In the event of the resignation, incapacity, or death of the Director, the Assistant Director shall assume his duties until the next meeting of the Council.	Detailed provisions for the election of the Director of the Bureau are given here instead of in Art. 4-E because functions of both the Conference and the Council are involved. It is proposed, in the new text of this article, that the Director of the Bureau be elected "by the vote of a majority of the

Proposed text	Present text	Comments
<p>successor takes office. In the event of the resignation, incapacity, or death of the Director, the Deputy Director shall assume his duties until the next meeting of the Council. The Council shall then elect a Director <u>ad interim</u> by a majority vote of the Governments present and voting.</p>		<p>Governments of the Organization" (i.e. thirteen votes) instead of by a "two-thirds vote of the countries represented and with the right to vote". In arriving at this conclusion the Subcommittee considered carefully the desirability of the Director having the largest possible support but considered also the importance of avoiding a deadlock in the election.</p> <p>Term of office specified as 4 years, which is in accord with present practice.</p> <p>Provision for a Director serving until his successor takes office appears to be a logical and necessary provision.</p> <p>For use of term "Deputy Director" see Art. 21-B below.</p>

Proposed text	Present text	Comments
<p>B. The Bureau shall have a Deputy Director and an Assistant Director appointed by the Director with the approval of the Executive Committee. The Director shall also appoint all other personnel of the Bureau. All appointments shall be in accordance with the rules and regulations adopted by the Council. These rules and regulations shall specify the conditions governing the selection of personnel competent to carry out the duties entrusted to the Bureau. Whenever possible, the widest geographic distribution shall be followed in regard to the recruiting of the personnel.</p>	<p>Art. 18-B: The Pan American Sanitary Bureau shall have an Assistant Director and a Secretary General appointed by the Director with the approval of the Executive Committee. The Director shall also appoint all other personnel of the Pan American Sanitary Bureau. All appointments shall be in accordance with the rules and regulations adopted by the Council. These rules and regulations shall specify the conditions governing the selection of personnel competent to carry out the duties entrusted to the Pan American Sanitary Bureau. Whenever possible, the widest geographic distribution shall be followed in regard to the recruiting of the personnel.</p>	<p>It is proposed to change the titles of Assistant Director and Secretary General to Deputy Director and Assistant Director, respectively. Since many international agencies use the title Secretary General to designate the chief of the agency, its use in the Bureau to designate the third ranking officer leads to confusion.</p>



Proposed text	Present text	Comments
<p>C. The Director of the Bureau shall create, in the central office and its branches, such sections as are deemed necessary in order to carry out the program of health activities authorized by the Organization.</p> <p>Article 22: International Character of the Personnel:</p> <p>A. No member of the staff of the Bureau may act as a representative of any Government.</p>	<p>Art. 18-C: The Director of the Pan American Sanitary Bureau shall create, in the central office and its branches, such sections as are deemed necessary in order to carry out the program of health activities authorized by the Organization.</p> <p>Art. 19-A: No member of the staff of the Pan American Sanitary Bureau may act as a representative of any Government.</p>	<p>No change, except for use of "Bureau" instead of "Pan American Sanitary Bureau".</p> <p>No change, except for use of "Bureau" instead of "Pan American Sanitary Bureau".</p>

Proposed text	Present text	Comments
<p>B. In the performance of their duties, the Director and all personnel of the Bureau shall not seek or receive instructions from any Government or from any authority external to the Organization. They shall refrain from any action which is incompatible with their status as international officers. Each Government, on its part, shall undertake to respect the exclusively international character of the Director and the personnel and shall not seek to influence them.</p> <p>Article 23: Technical Commissions:</p> <p>The Director of the Bureau may appoint such permanent technical commissions as are authorized by the Conference or the Council, as well as such non-permanent technical commissions as are authorized by the Conference, by the Council, or by the Executive Committee.</p>	<p>Art. 19-B: In the performance of their duties, the Director and all personnel of the Pan American Sanitary Bureau shall not seek or receive instructions from any Government or from any authority external to the Pan American Health Organization. They shall refrain from any action which is incompatible with their position as international officers. Each Member Government on its part, shall undertake to respect the exclusively international character of the Director and the personnel and shall not seek to influence them.</p> <p>Art. 20: The Director of the Pan American Sanitary Bureau may appoint such permanent technical commissions as are authorized by the Conference or the Council, as well as such non-permanent technical commissions as are authorized by the Conference, by the Council, or by the Executive Committee.</p>	<p>Use of "Government" instead of "Member Government" to refer to all Governments of the Organization.</p> <p>No change, except for use of "Bureau" instead of "Pan American Sanitary Bureau".</p>

Proposed text	Present text	Comments
CHAPTER VI		
BUDGET		
Article 24: Financial Obligations of the Governments:		
<p>A. The Organization shall be financed by annual contributions from Governments. The contributions from Member Governments, shall be determined in conformity with Art. 60 of the Pan American Sanitary Code. The Participating Governments shall make annual contributions computed on a basis similar to that established for the Member Governments.</p>	<p>Art. 21-A: The Pan American Health Organization shall be financed by contributions from Member Governments.</p>	<p>Art. 60 of the Pan American Sanitary Code specifies that the PASB quotas will be established on the same basis as those of the Pan American Union. It is believed desirable to put this reference in the Constitution. The proposed language specifies clearly that the contributions of Participating Governments are mandatory. The use of "a basis similar to" instead of "the same terms" is designed to reflect present practice.</p>
<p>B. Governments may make extraordinary contributions for general expenses and specific purposes, in addition to their annual quota contributions.</p>	<p>Art. 21-C: Member Governments may make contributions for general expenses and extraordinary contributions for specific purposes, in addition to their regular annual quota contributions.</p>	<p>Editorial change to simplify the wording and to make it clear that all Governments may make such voluntary contributions.</p>

Proposed text	Present text	Comments
<b>Article 25: Donations:</b>		
The Conference, the Council, the Executive Committee, or the Director may accept and administer donations and bequests made to the Organization provided that any conditions attached to such donations or bequests are consistent with the purposes and policies of the Organization.	Art. 22: The Council, the Executive Committee, or the Director may accept and administer donations and bequests made to the Organization provided that any conditions attached to such donations or bequests are consistent with the purposes and policies of the Organization.	Addition of "The Conference" as one of the bodies with authority to accept donations. Since the Conference is the supreme governing body, it obviously possesses all the rights exercised by other bodies.

## CHAPTER VII

### RELATIONS

#### Article 26: Relations with other Organizations:

The Conference or the Council may make suitable arrangements for consultation and cooperation with other organizations interested in or concerned with public health, and to this end may conclude special agreements with such organizations.

Art. 23: The Council may make suitable arrangements for consultation and cooperation with other organizations having interest or relation to public health, and to this end may conclude special agreements with such organizations.

Addition of "The Conference", for the reason indicated above.

Proposed text	Present text	Comments
CHAPTER VIII		
MODIFICATIONS		
Article 27: Revisions of the Pan American Sanitary Code:		
A. The Director of the Bureau shall prepare periodic revisions of the Pan American Sanitary Code in accordance with general needs and policies determined by the Conference or the Council.	Art. 24-A: The Director of the Bureau shall prepare periodic revisions of the Pan American Sanitary Code in accordance with general needs and policies determined by the Conference or the Council.	No change.
B. Such revisions shall be reviewed by the Executive Committee and submitted to the Conference or Council for approval.	Art. 24-B: Such revisions shall be reviewed by the Executive Committee and submitted to the Conference or Council for approval.	No change.
C. Such revisions shall be submitted to the Member Governments (Signatory Governments of the Pan American Sanitary Code) for appropriate action as recommendations of the Conference or the Council.	Art. 24-C: Such revisions shall be submitted to Participating Governments for appropriate action as recommendations of the Conference or the Council.	"Signatory Governments" is the official term used in the Pan American Sanitary Code.

Proposed text	Present text	Comments
Article 28: Amendments to the Constitution:		
The Conference or the Directing Council may approve and put into force amendments to this Constitution by a vote of two thirds of the Member Governments of the Organization.	Art. 25: The Conference or the Directing Council may approve and put into force, in accordance with policies which they may determine, amendments to this Constitution.	It is proposed that for amending the Constitution a two thirds vote of the Member Governments (i.e. 14 votes) be required in order to ensure greater permanence and stability in the basic charter of the Organization.
CHAPTER IV		
VALIDITY		
Article 29: Entry into Force:		
A. This Constitution shall enter into force when approved by the Council.	Art. 26-A: This Constitution shall enter into force when approved by the Council.	No change.
B. The previous Constitution is hereby revoked.	Art. 26-B: The previous Constitution is hereby revoked.	
The present Constitution was signed in the city of Buenos Aires on the second day of the month of October of the year nineteen hundred and forty-seven.	The present Constitution was signed in the city of Buenos Aires on the second day of the month of October of the year nineteen hundred and forty-seven.	

RULES OF PROCEDURE OF THE PAN AMERICAN SANITARY CONFERENCE

Preliminary draft of the revised text submitted by  
the Sub-committee on Basic Documents to the  
43rd Meeting of the Executive Committee

Washington, D.C., April 1961.

# RULES OF PROCEDURE OF THE PAN AMERICAN SANITARY CONFERENCE

Proposed text

Present text

Comments

## PART I

### MEETINGS OF THE CONFERENCE

#### Rule 1

The Director of the Pan American Sanitary Bureau shall convoke the Conference to meet at the time and place determined in conformity with Article 7, Paragraph A, of the Constitution. Notices of convocation shall be sent not less than six months before the date fixed for the opening of the meeting to all Member Governments of the Organization, to the Participating Governments (hereinafter called Governments, when both are referred to), and to organizations entitled to be represented at the Conference.

Art. 14: The meetings of the Conference shall be convoked by the Director of the Pan American Sanitary Bureau not later than six months prior to the date of its opening.

Editorial changes to describe the procedure more specifically, and use of the titles "Member Governments" and "Participating Governments" as defined in proposed Article 2 of the Constitution.



Proposed text	Present text	Comments
Rule 2		
If for any reason the Conference cannot be held in the country chosen, the meeting shall take place at the Headquarters of the Pan American Sanitary Bureau.	Art. 13: Should the country chosen for the site of a Pan American Sanitary Conference, because of unforeseen circumstances, be unable to comply with this commitment, the meeting of the Conference will automatically be held at the headquarters of the Pan American Sanitary Bureau.	Editorial changes to simplify the wording.
Rule 3		
The inaugural plenary session shall be held at the place set by the Host Government in consultation with the Director of the Pan American Sanitary Bureau.	Art. 29: The inaugural plenary session shall be held at the place and on the date set by the government of the host country.	Reference to date of inaugural session deleted, since it is established by the notice of convocation. This Rule refers only to the place within the host city at which the inaugural session is to be held.
Rule 4		
The presence of the delegations of a majority of the Governments shall constitute a quorum for the opening of the Conference.	-----	A new Rule designed to reflect current practice.

Proposed text	Present text	Comments
Rule 5		
<p>All meetings of the Pan American Sanitary Conference shall at the same time be meetings of the Regional Committee of the World Health Organization, except when the Conference is considering constitutional matters, the juridical relations between the Pan American Health Organization and the World Health Organization or the Organization of American States, or other questions relating to the Pan American Health Organization as an Inter-American Specialized Organization.</p>	<p>Art. 15: All meetings of the Pan American Sanitary Conference shall at the same time be meetings of the Regional Committee of the World Health Organization except when the Conference is considering constitutional matters, the juridical relations between the Pan American Sanitary Organization and the World Health Organization or the Organization of American States, or other questions relating to the Pan American Sanitary Organization as an Inter-American Specialized Organization.</p>	No change.

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Proposed text

Present text

Comments

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PART II

AGENDA OF CONFERENCE MEETINGS

Rule 6

The provisional agenda of the Conference shall be prepared by the Director of the Pan American Sanitary Bureau and submitted to the Executive Committee for approval.

Art. 23: The agenda for the meetings of the Conference shall be prepared by the Director of the Pan American Sanitary Bureau.

Editorial change to conform with proposed Art. 7-E of the Constitution. Any agenda is provisional until it is finally adopted by the Conference itself. The present Constitution required the approval of the proposed Conference agenda by the Executive Committee (Art. 12-B).

Rule 7

The provisional agenda shall include:

- (a) Any item the inclusion of which has been ordered by the Conference at a preceding meeting;
- (b) Any item the inclusion of which has been ordered by the Council at a preceding meeting;

Art. 24: The agenda shall include:

- (a) any subject suggested by the Conference at its previous meeting;
- (b) any subject proposed by the Directing Council at its previous meetings;

Editorial changes only. This Rule as revised covers only agenda items submitted before the meeting of the Executive Committee or included by it; see Rules 9 and 11 for procedure governing the inclusion of supplementary items into the provisional agenda after its approval by the Executive Committee and into the agenda of the Conference.

Proposed text	Present text	Comments
(c) Any item proposed by the Governments, or by organisations entitled to propose agenda items.	(c) any subject proposed, not later than 21 days prior to the meeting, by Members, territories, or organizations entitled to propose subjects. The Director of the Pan American Sanitary Bureau may waive this time limitation should such a waiver be justified by special considerations;	
(d) Any item which the Executive Committee wishes to submit;		
(e) Any item which the Director of the Pan American Sanitary Bureau wishes to submit.	(d) any subject proposed by the Director of the Pan American Sanitary Bureau.	

#### Rule 8

The provisional agenda and all available documents relating thereto shall, whenever possible, be sent to the Governments and to organisations entitled to representation at least 30 days prior to the meeting. Copies of these documents shall be forwarded to national health authorities.

Art. 26: The agenda and all documents relating thereto shall be sent to Members, territories, and organizations entitled to representation, at least 30 days prior to the meeting. Copies of these documents shall be forwarded to national health authorities.

Editorial changes only.

Proposed text	Present text	Comments
<p>Rule 9</p> <p>Supplementary items submitted to the Director of the Pan American Sanitary Bureau by the Governments or by organizations entitled to propose agenda items, not less than 30 days before the date fixed for the opening of the Conference, shall be added to the provisional agenda. In exceptional cases, the Director of the Pan American Sanitary Bureau may waive this time limit.</p>	<p>-----</p>	<p>As indicated in comments under Rule 7 above, this proposed Rule provides for the submission of supplementary items to the agenda.</p>
<p>Rule 10</p> <p>The Conference shall adopt its own agenda, and, in so doing, may make such additions or modifications to the provisional agenda as it may wish, in accordance with these Rules of Procedure.</p>	<p>Art. 28: The Conference shall adopt an agenda and approve a program at the beginning of each meeting.</p>	<p>Consistent with proposed Art. 7-E of the Constitution.</p>

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Proposed text

Present text

Comments

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Rule 11

Supplementary items may be added to the agenda after its adoption, if two thirds of the delegations present and voting approve.

Art. 25: Supplementary items may be added to the agenda during any session of the Conference if two thirds of the delegations participating and entitled to vote approve.

Minor editorial clarification.

Rule 12

Whenever possible, a proposal for the inclusion of an item in the provisional agenda or agenda should be accompanied by a working document to serve as a basis for discussion.

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A proposed addition designed to facilitate the work of the Conference.

Rule 13

The Director of the Pan American Sanitary Bureau shall report to the Conference on the technical, administrative, and financial implications, if any, of all agenda items.

Art. 31: The Director of Pan American Sanitary Bureau shall report to the Conference on the technical, administrative, and financial implications, if any, of all agenda items.

Editorial change.

Proposed text	Present text	Comments
PART III		
PLENARY SESSIONS OF THE CONFERENCE		
Rule 14		
The plenary sessions shall be devoted to matters of general interest and to the discussion and approval of the reports of the various committees.	Art. 30: The plenary sessions shall be devoted to matters of general interest and to the discussion and approval of the reports of the various committees. The rapporteur of each committee shall be limited to thirty minutes in the presentation of his report.	Mandatory time limitation on Rapporteur deleted as not being necessary.
Rule 15		
The sessions shall be public unless the Conference otherwise decides.	Art. 21: Unless otherwise determined, the sessions of the Conference shall be public.	Minor editorial change.

Proposed text	Present text	Comments
<p>Rule 16</p> <p>A majority of the delegations participating in the Conference shall constitute a quorum in a plenary session, provided that the number of delegations present is not less than ten.</p>	<p>Art. 17: A majority of the members participating and entitled to vote in the Conference shall constitute a quorum.</p>	<p>The quorum requirement of a minimum of ten delegations adopted from Art. 8-A of the Rules of Procedure of the Directing Council. It is believed that the Conference, a superior body, should not have a lesser quorum requirement than the Council.</p>
<p>Rule 17</p> <p>The names of delegates, including all alternates and advisers, of each Government, as well as of observers of organizations entitled to be represented at the Conference, and invited non-governmental organizations shall be communicated to the Director of the Pan American Sanitary Bureau not less than fifteen days, if possible, before the date fixed for the opening of the Conference.</p>	<p>if</p> <hr/>	<p>A proposed addition designed to facilitate the planning of the Conference.</p>



Proposed text	Present text	Comments
<b>Rule 18</b>		
The credentials of delegates and observers shall be delivered to the Pan American Sanitary Bureau not less than 24 hours, if possible, before the opening of the meeting of the Conference.	-----	Same comments as Rule 17 above.
<b>PART IV</b>		
<b>OFFICERS OF THE CONFERENCE</b>		
<b>Rule 19</b>		
The Conference shall elect a President and two Vice-Presidents who shall hold office until their successors are elected.	Art. 5: The Conference shall elect a President and two Vice-Presidents who shall hold office until their successors are elected.	No change.
<b>Rule 20</b>		
The President shall preside over the sessions of the Conference and exercise any other duties assigned to him under these Rules of Procedure.	Art. 6: The President shall preside over the sessions of the Conference and execute any other functions assigned to him under these Rules of Procedure.	Minor editorial change in English only.

Proposed text	Present text	Comments
Rule 21		
A presiding officer shall not participate in the debates; nor shall he cast the vote of his delegation, unless he is the sole delegate of his Government.	Art. 8: The President or a Vice-President while presiding shall not vote but may appoint another member of his delegation to act as the delegate of his government in plenary sessions, except when he is the sole delegate of his country, in which case he may vote.	The primary purpose of this Rule is to facilitate the presiding officer to remain impartial . For that reason he has been placed above all polemics, even to the point of restricting his exercise of the right to vote except when he is the sole delegate of his country.
Rule 22		
In the absence of the President or when he delegates his duties, one of the Vice-Presidents shall preside. In the absence of the President and both Vice-Presidents the Conference shall appoint one of the delegates to preside temporarily.	Art. 7: In the absence of the President one of the Vice-Presidents shall preside, and if all these officers should be absent the Conference shall appoint one of the delegates to preside over the session.	The phrase "or when he delegates his duties" added to permit the President to leave the chair without leaving the room. He will normally do so when he wishes to intervene in the debates.

Proposed text	Present text	Comments
Rule 23		
In the event that, at the opening of the Conference, neither the President nor either of the Vice-Presidents elected at the preceding Conference is present, the Chairman of the immediately preceding meeting of the Directing Council or, in his absence, the head of the delegation of the Host Country, shall preside.	Art. 10: In the event that neither the President nor any of the Vice-Presidents are present at the opening of the Conference, the Chairman of the immediately preceding meeting of the Directing Council shall preside.	The provision for the head of the delegation of the Host Country to preside has been added in order to further cover cases that might arise at the inaugural meeting. Other changes are editorial only.
Rule 24		
Delegates of Participating Governments who are elected officers shall not officiate during a session at which any matter enumerated in Rule 5 of these Rules of Procedure is under discussion.	Art. 9: If a representative of territories is elected an officer at any meeting, the said representative shall not officiate during a session at which any of the matters enumerated in Article 15 of these Rules of Procedure is under discussion.	Editorial change only.

Proposed text	Present text	Comments
Rule 25		
The Director of the Pan American Sanitary Bureau shall <del>ex officio</del> be Secretary of the Conference and of all committees, subcommittees, and working parties established by it. He may delegate these functions.	Art. 11: The Director of the Pan American Sanitary Bureau shall be Secretary <del>ex officio</del> of the Conference and of all committees, subcommittees, and working parties established by it. He may delegate these functions.	Minor editorial change in English only.
PART V		
COMMITTEES OF THE CONFERENCE		
Rule 26		
A Committee on Credentials consisting of three delegates of as many Governments shall be appointed by the Conference at the beginning of the first plenary session. This Committee shall examine the credentials of delegates and observers and report to the Conference thereon without delay.	Art. 32: A Committee on Credentials, consisting of three delegates of as many Members, shall be appointed by the Conference at its opening session. This Committee shall examine the credentials of delegates of Members and territories and report to the Conference thereon without delay.	Editorial changes and provision added for examination of credentials of observers.

Proposed text	Present text	Comments
Rule 27		
<p>The Conference shall establish a General Committee consisting of the President of the Conference, the two Vice-Presidents, the Chairmen of such main committees as are established, and two delegates. These delegates shall represent two Governments and shall be elected by the Conference from among those Governments not already represented on the General Committee.</p> <p>The President of the Conference shall serve as Chairman of the General Committee.</p>	<p>Art. 33: The Conference shall establish at each meeting a General Committee and such main committees as it may consider necessary for the study of the appropriate items on the agenda. The chairmen of the main committees shall be elected by the Conference.</p> <p>Art. 34: The General Committee shall consist of the President of the Conference (who shall serve as Chairman of the General Committee), the two Vice-Presidents, the chairmen of the main committees, and additional delegates of two Members not already represented on the General Committee. The Director shall serve as Secretary of the General Committee without the right to vote, and he may delegate these functions.</p>	<p>Editorial changes to combine present Articles 33 and 34 and to make clear that the establishment of main committees is optional on the part of the Conference.</p>

Proposed text	Present text	Comments
Rule 28		
The General Committee shall:	Art. 35: The General Committee shall:	Minor editorial change in paragraph (b) .
(a) Decide the time and place of all plenary sessions and of all sessions of committees;	(a) decide the time and place of all plenary sessions and of all sessions of committees established at plenary sessions during the meetings;	The phrase "established at plenary sessions" deleted in paragraph (d) as not necessary.
(b) Determine the order of the day for each plenary session;	(b) determine the order of business at each plenary session;	
(c) Propose to the Conference the allocation to committees of items on the agenda;	(c) propose to the Conference the allocation to committees of items on the agenda;	
(d) Coordinate the work of all committees;	(d) coordinate the work of all committees established at plenary sessions;	
(e) Fix the date of adjournment;	(e) fix the date of adjournment;	
(f) Otherwise facilitate the orderly dispatch of the business of the meeting.	(f) otherwise facilitate the orderly dispatch of the business of the meeting.	

Proposed text	Present text	Comments
Rule 29		
The Conference may establish such main committees or working parties as it considers necessary for the orderly dispatch of the business of the meeting. The Chairmen of main committees shall be elected by the Conference. Alternates and advisers may serve on such committees and working parties as may be established.	Art. 33: The Conference shall establish at each meeting a General Committee and such main committees as it may consider necessary for the study of the appropriate items on the agenda. The chairmen of the main committees shall be elected by the Conference.  Art. 39: The Conference or any main committee may establish working parties to consider and report upon any particular subjects. Alternates and advisers may be appointed to any such working parties as may be established.	Editorial change designed to establish clearly that the establishment of main committees and working parties is optional on the part of the Conference.
Rule 30		
All delegations shall be entitled to be represented and to vote in main committees.	Art. 36: Each delegation shall be entitled to be represented on each main committee.	Minor editorial clarification.

Proposed text	Present text	Comments
Rule 31		
A main committee shall elect a Vice-Chairman and a Rapporteur who shall report to the plenary session the conclusions reached by the committee.	Art. 37: Each main committee shall elect a vice-chairman and a rapporteur, who shall submit to the plenary session for discussion the report and conclusions reached by the committee.	The phrase "for discussion" deleted as being unnecessary.

#### PART VI

#### CONDUCT OF BUSINESS AT PLENARY SESSIONS

#### Rule 32

The reports of all committees or working parties, before being submitted to a plenary session for final disposition, shall be referred to the General Committee for coordination. After being examined by the General Committee, such reports, including draft resolutions, shall be distributed, insofar as practicable, at least 24 hours in advance of the plenary session at which they are to be considered.	Art. 40: The reports of all committees, before being submitted to a plenary session for final disposition, shall be referred to the General Committee for coordinating and editing. Such reports, including draft resolutions, shall, after being examined by the General Committee, be circulated, insofar as practicable, at least 24 hours in advance of the plenary session at which they will be considered.	Editorial changes only.
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Proposed text	Present text	Comments
Rule 33		
The Conference may limit the time allotted to each speaker.	Art. 51: The Conference may limit the time allotted to each speaker.	No change.
Rule 34		
Any delegate may make a point of order during the discussion of any matter, and the point of order shall be resolved immediately by the President.	Art. 48: During the discussion of any subject any delegate may rise to a point of order, which shall be resolved immediately by the President.	Editorial change only.
Rule 35		
A delegate may move the closure of the debate at any time. This motion shall be submitted to a vote immediately and one delegate shall be given the opportunity to speak in favor of, and another against, the motion.	Art. 49: A Member may at any time move the closure of the debate. His motion shall be given priority and submitted to a vote immediately after one Member has been given the opportunity to speak in favor of and another against the motion.	The phrase "given priority" deleted as not being necessary.

Proposed text	Present text	Comments
Rule 36		
The President may at any time call for a vote to close the debate. If this motion is approved, the President shall declare the debate closed.	Art. 50: The President may at any time call for a vote to close the debate. If this motion is approved, the President shall declare the debatedclosed.	No change.
Rule 37		
Proposals shall be voted on in the order in which they are presented, except when the Conference decides to the contrary. Parts of a proposal or of an amendment shall be voted on separately if any delegate so requests.	Art. 45: Parts of a proposal shall be voted on separately if any Member so requests.	The requirement for proposals to be voted on in the order in which presented is a new provision. It is taken from the Regulations of the Council of the OAS and it is also consistent with practice followed at the XV Pan American Sanitary Conference.
Rule 38		
When an amendment to a proposal is moved, the amendment shall be voted on first, and if the amendment is adopted the proposal as amended shall then be voted on.	Art. 47: An amendment shall be voted on first and if it is adopted the amended proposal shall then be voted on.	Editorial change only.

Proposed text	Present text	Comments
Rule 39		
<p>If two or more amendments to a proposal are moved, the amendment deemed by the President to be furthest removed in substance from the proposal shall be voted on first, and if it is not adopted, then the amendment next removed therefrom, and so on until one amendment is adopted or all the amendments have been put to the vote and rejected.</p>	<p>Art. 46: If two or more amendments are moved to a proposal, the amendment furthest removed in substance from the original proposal shall be voted on first, then the amendment next furthest removed until all amendments have been put to a vote.</p>	<p>Editorial change to make it clear that it is the President of the Conference who decides which amendment is the furthest removed in substance from the proposal being amended.</p>
Rule 40	-----	
<p>A motion is considered an amendment to a proposal if it merely adds to, deletes from, or revises part of that proposal. A motion that constitutes a substitution for a proposal shall be considered as a separate proposal.</p>		<p>This is a new provision to clarify voting procedure, adapted from the Rules of Procedure of the World Health Assembly.</p>

Proposed text	Present text	Comments
Rule 41		
A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended or, if amended, that the proposer of the amendment agrees to the withdrawal. A motion thus withdrawn may be re-introduced by any delegate.	-----	Same Comment as Rule 40 above.
Rule 42		
When a proposal has been adopted or rejected, it may not be reconsidered at the same meeting unless the Conference, by a vote of two thirds of the delegations present and voting, so decides. Permission to speak on a motion to reconsider shall be accorded only to two speakers opposing the motion, after which it shall be immediately put to the vote.	-----	Same Comment as Rule 40 above.

Proposed text	Present text	Comments
PART VII		
VOTING IN PLENARY SESSIONS		
Rule 43		
For the purpose of these Rules "Governments present and voting" means Governments casting an affirmative or negative vote; or, in an election, a vote for a person or a Government eligible in accordance with the Constitution or these Rules of Procedure. In computing a majority, any fraction shall be counted as a whole number.	-----	A new Rule designed to clarify voting procedure. The definition of "present and voting" is consistent with present Art. 22, see below.
Rule 44		
Motions shall be considered adopted when they have received the affirmative vote of a majority of the Governments present and voting, except when the Constitution or these Rules of Procedure provide otherwise. If the votes are equally divided, the motion shall be regarded as rejected.	Art. 22: Decisions shall be taken by the affirmative votes of the majority of representatives of Members and, in cases where they are entitled to vote, the territories, present and voting. For the purpose of these Rules of Procedure, the phrase "present and voting" means	Editorial change only, except for last sentence which is based on general parliamentary practice.

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Proposed text

Present text

Comments

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representatives of Members and territories  
who cast an affirmative or negative vote.  
Representatives who abstain from voting are  
considered not voting.

Rule 45

The Conference shall normally vote by show  
of hands except that any delegation may request  
a roll-call vote, which shall then be taken in  
the alphabetical order of the delegations as  
expressed in the language of the country where  
the meeting is held. The delegation to vote first  
shall be determined by lot.

Art. 41: Any delegation may request a roll-  
call vote. The vote of each Member participating  
in any roll-call vote shall be inserted in the  
record of the meeting.

This is modification of existing procedure which  
has been adopted from the Rules of Procedure of the  
World Health Assembly. It has the advantage of  
varying the responsibility of voting first among  
the several Governments.

Art. 4: The order of precedence of the  
delegations shall be established by lot during  
the inaugural plenary session.

Rule 46

The vote of each delegation participating  
in any roll-call shall be inserted in the record  
of the session.

From present Art. 41, see above.

Proposed text	Present text	Comments
<b>Rule 47</b>		
In addition to the cases expressly provided for elsewhere in these Rules, the Conference may vote on any matter by secret ballot if it has previously so decided by a majority of the delegations present and voting.	-----	A new Rule, generally consistent with present Art. 42, see below.
<b>Rule 48</b>		
Elections shall normally be held by secret ballot. Except as concerns the election of Members of the Executive Committee and of the Director of the Pan American Sanitary Bureau, when the number of candidates for elective office does not exceed the number of offices to be filled, no ballot shall be required and such candidates shall be declared elected.	Art. 42: All elections shall be held by secret ballot; in other cases a secret ballot may be taken if the Conference so decides; in both events two tellers selected from among the delegations present shall assist in the counting of votes.	To dispense with the use of ballots when only one candidate is proposed for each post. This is adopted from Art. 72 of the World Health Assembly Rules of Procedure and is also consistent with present practice in PAHO. The system is not extended to the election of the Executive Committee or the Director of the Pan American Sanitary Bureau, because in these cases it is believed that more than tacit approval is needed - there should be a positive approval by the required majority.
Where ballots are required, two tellers shall be appointed by the President from among the delegations present.		

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Proposed text

Present text

Comments

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Rule 49

Except as concerns the election of the Director of the Pan American Sanitary Bureau, when only one elective place is to be filled and no candidate obtains in the first ballot the majority required, a second ballot shall be taken which shall be restricted to the two candidates obtaining the largest number of votes. If in the second ballot the votes are equally divided, the President shall draw lots to decide between the candidates.

Art. 43: When only one Member is to be elected and no candidate obtains in the first ballot the majority required, a second ballot shall be taken which shall be restricted to the two candidates obtaining the largest number of votes. If in the second ballot the votes are equally divided, and a majority is required, the President shall decide between the candidates by drawing lots.

Editorial changes to make it clear that this procedure is not applicable to the election of the Director of the Pan American Sanitary Bureau. The election of the Director of the Bureau is covered in Rule 54 of the proposed text.

Rule 50

When two or more elective places are to be filled at one time under the same conditions, those candidates obtaining in the first ballot the majority required shall be elected. If the number of candidates obtaining such majority is less than the number of elective places to be filled, ballots shall then be taken separately for each of the remaining places in accordance with Rule 49.

Art. 44: When two or more elective places are to be filled at one time under the same conditions, those candidates obtaining in the first ballot the majority required shall be elected. If the number of candidates obtaining such majority is less than the number of persons or Members to be elected, there shall be additional ballots to fill the remaining places,

Procedure for filling two or more elective places has been simplified, by establishing a system for voting for each place separately if the first combined ballot is inconclusive.



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Proposed text

Present text

Comments

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the voting being restricted to the candidates obtaining the greatest number of votes in the previous ballot, to a number not more than twice the places remaining to be filled; provided that, after the third inconclusive ballot, votes may be cast for any eligible person or Member. If three such unrestricted ballots are inconclusive, the next three ballots shall be restricted to the candidates who obtained the greatest number of votes in the third of the unrestricted ballots, to a number not more than twice the places remaining to be filled, and the following three ballots thereafter shall be unrestricted, and so on until all the places have been filled.

Proposed text	Present text	Comments
PART VIII		
CONDUCT OF BUSINESS AND VOTING IN COMMITTEES AND WORKING PARTIES		
Rule 51		
The procedure governing the conduct of business and voting by committees and working parties shall conform as far as practicable to the Rules relative to the conduct of business and voting in plenary sessions.	-----	A new Rule consistent with present practice.
PART IX		
ELECTION OF THE EXECUTIVE COMMITTEE		
Rule 52		
The Conference shall elect the Member Governments to serve on the Executive Committee by secret ballot, in conformity with Article 15 of the Constitution.	-----	A new Rule consistent with present practice.

Proposed text	Present text	Comments
Rule 53		
The term of office of Member Governments elected to the Executive Committee shall begin immediately after their election and they shall hold office until their successors are elected.	-----	A new Rule consistent with present practice.
PART X		
ELECTION OF THE DIRECTOR OF THE PAN AMERICAN SANITARY BUREAU		
Rule 54		
The Conference shall elect the Director of the Pan American Sanitary Bureau by secret ballot in plenary session, in conformity with Article 21, Paragraph A, of the Constitution.	Art. 53 (1st sentence): In accordance with Article 4-E of the Constitution of the Pan American Sanitary Organization, the Conference shall elect the Director of the Pan American Sanitary Bureau by a two thirds vote of the Members present and voting.	The Rule is expanded to specify in more detail the procedure to be followed in the election of the Director of the Pan American Sanitary Bureau. The second paragraph brings together various aspects of the system used by the XV Pan American Sanitary Conference. The third paragraph establishes a system of unrestricted and restricted balloting in order to facilitate a final decision.
Before voting is begun, delegations that wish to do so may nominate any person they deem suitable for the post, but no official list of candidates shall be drawn up, no eligibility requirements shall be established, and votes may be cast for a person whether nominated or not.		

Proposed text	Present text	Comments
<p>If in the first two ballots no person receives the majority required, two further ballots restricted to the two candidates receiving the largest number of votes in the second of the unrestricted ballots shall then be taken. If no candidate receives the majority required, two unrestricted and two restricted ballots shall be taken alternately until a candidate is elected.</p>		
<p>Rule 55</p>		
<p>Acting as Regional Committee of the World Health Organization, and in conformity with Articles 49 and 52 of the Constitution of the World Health Organization, the Conference shall submit to the Executive Board of the World Health Organization the name of the person so elected, for appointment as Regional Director.</p>	<p>Art. 53 (2nd sentence): Acting as a Regional Committee of the World Health Organization, and in conformity with Articles 49 and 52 of the Constitution of the World Health Organization, the Conference shall submit to the Executive Board of the World Health Organization the name of the person so elected, for appointment as Regional Director.</p>	<p>No change.</p>

Proposed text	Present text	Comments
PART XI		
OFFICIAL LANGUAGES		
Rule 56		
The official languages of the Conference shall be English, French, Portuguese and Spanish.	Art. 59: The official languages of the meetings shall be English, French, Portuguese, and Spanish.	Editorial change only.
PART XII		
FINAL REPORT AND RECORDS		
Rule 57		
The Final Report shall include the text of all resolutions adopted by the Conference.	Art. 54: The Final Report shall include all resolutions adopted by the Conference.	Editorial change only.
Rule 58		
The President of the Conference and the Secretary ex officio shall sign the Final Report.	Art. 55: The President and the Secretary ex officio shall sign the Final Report.	Editorial clarification.
Rule 59		
The signed original of the Final Report shall be deposited in the archives of the Pan American Sanitary Bureau and be available for examination upon request.	-----	This reflects present practice.

Proposed text	Present text	Comments
Rule 60		
Provisional verbatim records of the plenary sessions and summary records of the committee sessions shall be prepared at the meeting and distributed as soon as possible.	Art. 57: Verbatim minutes of the plenary sessions and précis minutes of the committee sessions shall be prepared and distributed as soon as practicable.	Editorial changes only.
Rule 61		
As soon as possible after the closing of the Conference the records of the sessions, the Final Report and other Conference documents shall be reproduced, and the Director of the PASB shall transmit copies thereof to the Governments of the Organization as well as to the organizations represented at the Conference.	Art. 58: As soon as possible after the closing of the Conference, the minutes of the sessions, the reports and the Final Report shall be reproduced and the Director shall transmit copies thereof to Members and territories and to organizations represented at the Conference.  Art. 56: The Pan American Sanitary Bureau shall send copies of the Final Report to each Member and territory.	Editorial changes only.

Proposed text	Present text	Comments
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### PART XIII

#### AMENDMENT OF RULES OF PROCEDURE

##### Rule 62

These Rules of Procedure may be amended on 24-hour notice by the affirmative vote of a majority of the delegations present and voting or at any time by the affirmative vote of two-thirds of the delegations present and voting.	Art. 60: These Rules of Procedure may be amended by resolution of the Conference on 24-hour notice or by a two-thirds majority vote at any time.	Editorial change to describe the procedure more precisely.
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##### Rule 63

All matters not provided for in these Rules of Procedure may be resolved directly by the Conference.	Art. 61: All matters not provided for in these Rules of Procedure shall be resolved directly by the Conference.	Minor editorial change in English only.
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Articles in the Present text not included in the Proposed Draft:

Articles 1, 2, 3, 12, 16, 18, 19, 20 and 38: adequately covered in the Constitution and repetition considered unnecessary.

Article 27: deleted as being more properly a function of the General Committee and provided for in Rule 28.