



*executive committee of  
the directing council*

PAN AMERICAN  
HEALTH  
ORGANIZATION

*working party of  
the regional committee*

WORLD  
HEALTH  
ORGANIZATION



61st Meeting  
Washington, D. C.  
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Provisional Agenda Item 13

CE61/8 (Eng.)  
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A. AMENDMENT TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

In accordance with the provision of Staff Rule 230, the Director submits as an Annex to this document for approval by the Executive Committee proposed amendments to the Staff Rules. The reason for these changes in the Rules are explained in the Annex.

Amendment to Rule 230.4 has been submitted and confirmed by the Members of the Executive Committee. In January 1969, letters were sent to the Members of the Executive Committee providing the background for the proposed amendment to Staff Rule 230.4, increasing the salaries of professional and higher categories personnel by 5% as of 1 January 1969. Upon receipt of affirmative replies from the Members of the Executive Committee, the Director implemented the change in the schedule of annual salaries, making the corresponding adjustment in the schedule of post adjustments, Staff Rule 235.

The proposed amendments are in line with those adopted by Resolution 4 of the Executive Board of the World Health Organization at its 43rd Session and are in compliance with Paragraph 2 of Resolution XIX adopted by the Executive Committee of the Pan American Health Organization at its 59th Meeting, which reads as follows:

"To request the Director to continue to introduce changes as he deems necessary to maintain close similarity in the provision of the Staff Rules of the Pan American Sanitary Bureau to those of the World Health Organization."

The Executive Committee may wish to approve a resolution along the following lines:

Proposed Resolution

"THE EXECUTIVE COMMITTEE,

Having as members confirmed the proposed amendment to Staff Rule 230.4;

Having been informed that the Director put the new schedule of annual salaries into effect as of 1 January 1969;

Having considered the other amendments to the Staff Rules of the Pan American Sanitary Bureau contained in the Annex to document CE61/8 submitted by the Director of the Pan American Sanitary Bureau; and

Bearing in mind the provisions of Staff Rule 030,

RESOLVES:

1. To note the implementation, effective 1 January 1969, of the amendments to Staff Rule 230.4 and 235 of the Pan American Sanitary Bureau which are included in the Annex to document CE61/8.

2. To approve the other amendments to the Staff Rules of the Pan American Sanitary Bureau, submitted by the Director in the Annex to Document CE61/8, to be effective 1 January 1969".

B. SALARIES OF THE DEPUTY DIRECTOR AND ASSISTANT DIRECTOR OF THE PAN AMERICAN SANITARY BUREAU

It is to be noted that the amendments to the Staff Rules of the Pan American Sanitary Bureau as presented in the Annex to this document were similar to changes adopted by the World Health Organization Executive Board at its 43rd Session (EB43.R4). At this same meeting the matter of the salaries of the Deputy Director General, Assistant Directors General and Regional Directors of WHO were examined by the Executive Board. In keeping with recommendations by the International Civil Service Advisory Board, the Executive Board established the net salary of the Regional Directors at the rate of \$22,723 per annum, effective from 1 January 1969 (EB43.R3).

In similar situations in 1962 and 1966 the Executive Committee of PAHO at its 46th and 50th Meetings, taking into consideration the dual responsibilities of the Pan American Sanitary Bureau, as secretariat to the Pan American Health Organization and Regional Office of the World Health Organization for the Americas, adjusted the salaries of the Deputy Director and Assistant Director, establishing that of the Deputy Director at the same level of the Regional Directors of WHO.

Considering that PAHO's Staff Regulation 3.1 states "The salaries of the Deputy Director and Assistant Director shall be established by the Director of the Bureau with the approval of the Executive Committee" and a similar provision is included in Staff Rule 230.3, this body may like to follow the same practice and adjust the salaries of the Deputy Director and Assistant Director at the levels of \$22,723 and 21,723 per annum respectively.

In view of the foregoing the Executive Committee may wish to consider a resolution along the following lines:

Proposed Resolution

"THE EXECUTIVE COMMITTEE,

Having considered that the salaries of the Deputy Director and Assistant Director warrant adjustment comparable to those approved for posts in grades P.1 through D.2; and

Bearing in mind Staff Regulation 3.1 and Staff Rule 230.3 of the Pan American Sanitary Bureau,

RESOLVES:

To approve the proposal of the Director fixing the salary of the Deputy Director at \$22,723 per annum and that of the Assistant Director at \$21,723 per annum, effective from 1 January 1969."

C. FINANCIAL IMPLICATIONS OF STAFF RULE AMENDMENTS

In view of the fact that the regular budget of the Pan American Health Organization for 1969 did not include provision for the new salary scales, certain budgetary adjustments were necessary to meet the increased costs of approximately \$300,000.

The above information, together with a proposal that the increase in operating costs be financed by transfer from Budget Part V, intended for the Working Capital Fund, was conveyed to the Members of the Executive Committee in January 1969.

This arrangement, which was applied under similar situations in 1962 and 1966, obviated the need for requesting a supplementary appropriation or an increase in quotas from the Member Governments. Upon receipt of affirmative replies from the Members of the Executive Committee, the Director implemented the requested change in the schedule of annual salaries. After a review of the financial implications resulting from the adoption of other proposed

amendments to the Staff Rules of the Pan American Sanitary Bureau included in this document, it has been concluded that they can be met within the \$300,000 authorized.

In order to record the confirmation already received, the Executive Committee may wish to approve a resolution along the following lines:

Proposed Resolution

"THE EXECUTIVE COMMITTEE,

Having as members confirmed the proposed amendment to Staff Rule 230.4;

Considering that it is desirable to meet the increased costs arising from the Staff Rules changes included in Document CE61/8 from within the authorized budget level; and

Believing that utilization for this purpose of funds from Part V of the budget intended for the Working Capital Fund would not endanger the financial position of the Organization,

RESOLVES:

To authorize the Director to transfer a maximum of \$300,000 from Part V to other Parts of the PAHO regular budget for 1969, as necessary to meet the above-mentioned additional personnel costs."

PRESENT STAFF RULE

230.4 The following schedule of annual salaries and of annual net salaries shall apply to all professional category posts and to directors:

<u>Level</u>	<u>Step I</u> <u>US\$</u>	<u>Step II</u> <u>US\$</u>	<u>Step III</u> <u>US\$</u>	<u>Step IV</u> <u>US\$</u>	<u>Step V</u> <u>US\$</u>	<u>Step VI</u> <u>US\$</u>	<u>Step VII</u> <u>US\$</u>	<u>Step VIII</u> <u>US\$</u>	<u>Step IX</u> <u>US\$</u>	<u>Step X</u> <u>US\$</u>	<u>Step XI</u> <u>US\$</u>	<u>Step XII</u> <u>US\$</u>	<u>Step XIII</u> <u>US\$</u>
P-1 (net)	6 920 5 690	7 200 5 900	7 480 6 110	7 760 6 320	8 040 6 530	8 320 6 740	8 600 6 950	8 880 7 160	9 160 7 370	9 440 7 580			
P-2 (net)	9 050 7 287	9 360 7 520	9 670 7 752	9 980 7 985	10 290 8 203	10 600 8 420	10 910 8 637	11 220 8 854	11 530 9 071	11 840 9 288	12 150 9 505		
P-3 (net)	11 270 8 889	11 630 9 141	11 990 9 393	12 350 9 645	12 710 9 897	13 070 10 149	13 430 10 401	13 790 10 653	14 150 10 905	14 510 11 157	14 870 11 409	15 230 11 661	15 590 11 913
P-4 (net)	13 900 10 730	14 330 11 031	14 760 11 332	15 190 11 633	15 620 11 934	16 050 12 232	16 480 12 512	16 910 12 791	17 340 13 071	17 770 13 350	18 200 13 630	18 630 13 909	
P-5 (net)	17 400 13 110	17 900 13 435	18 400 13 760	18 900 14 085	19 400 14 410	19 900 14 735	20 400 15 060	20 900 15 385	21 400 15 710	21 900 16 035			
P6/D1 (net)	20 000 14 800	20 650 15 222	21 300 15 645	21 950 16 067	22 600 16 490	23 250 16 912	23 900 17 335						
D-2 (net)	24 050 17 430	24 700 17 820	25 350 18 210	26 000 18 600									

PROPOSED STAFF RULE

230.4 The following schedule of annual salaries and of annual net salaries shall apply to all professional category posts and to directors:

<u>Level</u>	Step I US\$	Step II US\$	Step III US\$	Step IV US\$	Step V US\$	Step VI US\$	Step VII US\$	Step VIII US\$	Step IX US\$	Step X US\$	Step XI US\$	Step XII US\$	Step XIII US\$
P-1 (net)	7 600 6 200	7 910 6 433	8 220 6 665	8 530 6 898	8 840 7 130	9 150 7 363	9 460 7 595	9 770 7 828	10 080 8 056	10 390 8 273			
P-2 (net)	9 940 7 955	10 280 8 196	10 620 8 434	10 960 8 672	11 300 8 910	11 640 9 148	11 980 9 386	12 320 9 624	12 660 9 862	13 010 10 107	13 360 10 352		
P-3 (net)	12 380 9 666	12 780 9 946	13 180 10 226	13 580 10 506	13 980 10 786	14 380 11 066	14 780 11 346	15 180 11 626	15 580 11 906	15 980 12 186	16 380 12 447	16 780 12 707	17 180 12 967
P-4 (net)	15 260 11 682	15 730 12 011	16 200 12 330	16 670 12 636	17 140 12 941	17 610 13 247	18 090 13 559	18 570 13 871	19 050 14 183	19 530 14 495	20 010 14 807	20 490 15 119	
P-5 (net)	19 120 14 228	19 660 14 579	20 200 14 930	20 740 15 281	21 280 15 632	21 830 15 990	22 380 16 347	22 930 16 705	23 480 17 062	24 030 17 418			
P6/D1 (net)	21 960 16 074	22 670 16 536	23 380 16 997	24 100 17 460	24 820 17 892	25 540 18 324	26 260 18 756						
D-2 (net)	26 410 18 846	27 110 19 266	27 810 19 686	28 520 20 112									

Comments

As recommended by ICSAB, endorsed by ACC and approved by the United Nations General Assembly, and later adopted by WHO, the gross salary scales dating from 1 January 1966 have been increased by five per cent and one class of post adjustment has been consolidated into the new base scale.

PRESENT STAFF RULE

235. POST ADJUSTMENT

235.1 For each five per cent by which the cost of living in Geneva or at any other official station exceeds the base level to which the salary scale of staff in the professional category and above is related, such staff at that official station shall be paid a post adjustment as follows:

<u>Level</u>		<u>Step I US\$</u>	<u>Step II US\$</u>	<u>Step III US\$</u>	<u>Step IV US\$</u>	<u>Step V US\$</u>	<u>Step VI US\$</u>	<u>Step VII US\$</u>	<u>Step VIII US\$</u>	<u>Step IX US\$</u>	<u>Step X US\$</u>	<u>Step XI US\$</u>	<u>Step XII US\$</u>	<u>Step XIII US\$</u>
P-1	D	252	264	264	276	288	300	300	312	324	336			
	S	168	176	176	184	192	200	200	208	216	224			
P-2	D	324	336	336	348	360	372	372	384	396	408	420		
	S	216	224	224	232	240	248	248	256	264	272	280		
P-3	D	384	396	408	420	432	444	456	468	480	492	504	516	528
	S	256	264	272	280	288	296	304	312	320	328	336	344	352
P-4	D	468	480	492	504	516	528	540	552	564	576	588	600	
	S	312	320	328	336	344	352	360	368	376	384	392	400	
P-5	D	564	576	588	600	612	624	636	648	660	672			
	S	376	384	392	400	408	416	424	432	440	448			
D-1	D	624	636	648	660	672	684	696						
	S	416	424	432	440	448	456	464						
D-2	D	696	708	720	732									
	S	464	472	480	488									
UG	D	816												
	S	544												

PROPOSED STAFF RULE

235. POST ADJUSTMENT

235.1 For each five per cent. by which the cost of living in Geneva or at any other official station exceeds the base level to which the salary scale of staff in the professional category and above is related, such staff at that official station shall be paid a post adjustment as follows

Level		Step	Step	Step	Step	Step	Step	Step	Step	Step	Step	Step	Step	Step
		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
		US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$
P-1	D	276	285	294	306	315	327	336	348	357	366			
	S	184	190	196	204	210	218	224	232	238	244			
P-2	D	351	363	375	384	396	405	414	426	438	447	456		
	S	234	242	250	256	264	270	276	284	292	298	304		
P-3	D	426	438	450	462	474	486	498	510	522	537	549	561	573
	S	284	292	300	308	316	324	332	340	348	358	366	374	382
P-4	D	510	525	537	549	561	576	588	600	612	627	639	651	
	S	340	350	358	366	374	384	392	400	408	418	426	434	
P-5	D	612	624	639	651	663	675	690	702	717	729			
	S	408	416	426	434	442	450	460	468	478	486			
P-6/D-1	D	678	690	705	717	729	741	753						
	S	452	460	470	478	486	494	502						
D-2	D	753	771	786	804									
	S	502	514	524	536									

D = Rate of post adjustment applicable to staff with one or more primary dependants.

S = Rate of post adjustment applicable to staff members with no primary dependants.

Comments

The schedule of post adjustments has been re-calculated on the basis of the new scales effective on 1 January 1969.



AMENDMENTS TO THE STAFF RULES

<u>No.</u>	<u>Present text</u>	<u>New text</u>	<u>Comments</u>
255	<p>EDUCATION GRANT</p> <p>A staff member internationally recruited, shall be entitled, except during periods of assignment to the country of his place of residence (see Rule 360), to an education grant for each child for whom an allowance is payable under Rule 250 (b), subject to the following provisions.</p>	<p>No change.</p>	<p>As approved by the United Nations General Assembly and WHO, based on recommendations by ICSAB, endorsed by ACC.</p>
255.1	<p>For full-time attendance at an educational institution outside the country or area of the duty station, the amount of the grant shall be</p> <p>(a) where the institution provides board for the student, 75 per cent. of the cost of attendance and board up to a maximum grant of US\$ 700 a year,</p> <p>(b) where the institution does not provide board, US\$ 400 plus 75 per cent. of the cost of attendance up to a maximum grant of US\$ 700 a year.</p>	<p>(a) where the institution provides board for the student, 75 per cent. of the cost of attendance and board up to a maximum grant of <u>US\$ 1000</u> a year;</p> <p>(b) where the institution does not provide board, <u>US\$ 500</u> plus 75 per cent. of the cost of attendance up to a maximum grant of <u>US\$ 1000</u> a year.</p>	
255.2	<p>For full-time attendance at an educational institution in the country or area of the duty station, the amount of the grant shall be equal to 75 per cent. of the cost of attendance, up to a maximum of US\$ 700 a year.</p>	<p>For full-time attendance at an educational institution in the country or area of the duty station, the amount of the grant shall be equal to 75 per cent. of the cost of attendance, up to a maximum of <u>US\$ 1000</u> a year.</p>	
255.3	<p>No change.</p>		

AMENDMENTS TO THE STAFF RULES

<u>No.</u>	<u>Present Text</u>	<u>New Text</u>	<u>Comments</u>
455	A staff member whose performance has been especially meritorious beyond that which may reasonably be expected of a normally well-qualified staff member, may be granted one, or exceptionally two, extra steps in the scale for his salary level. Such increase shall not affect the staff member's eligibility for normal within-grade increases in his grade and the normal maximum for that grade shall be extended by the amount of any such increase.	Present text remains, but is numbered <u>455.1</u> .	
455.2		<u>A staff member who has completed 20, 25 and 30 years of continuous, satisfactory service qualifies for meritorious increase under Staff Rule 455.1.</u>	<b>This change is similar to that one adopted by WHO in order to recognize long and satisfactory service in the Organization by granting a within-grade increase to staff members after 20, 25 and 30 years service, in application of Staff Rule 455.</b>

730.3

Present Staff Rule

(b) for staff entitled to post adjustment, the base pensionable remuneration is adjusted in multiples of five per cent. whenever the weighted average of the post adjustments of the headquarters and regional offices of the member organizations of the Joint Pension Fund varies by five per cent., measured from 1 January 1966.

730.3

Proposed Staff Rule

(b) for staff entitled to post adjustment, the base pensionable remuneration is adjusted in multiples of five per cent. whenever the weighted average of the post adjustments of the headquarters and regional offices of the member organizations of the Joint Pension Fund varies by five per cent., measured from 1 January 1969

Comments

The consolidation of one class of post adjustment into the new base scale requires that the base date for calculating future changes in the weighted average of the post adjustment of headquarters and regional offices of the member organizations of the Joint Pension Fund should be moved from 1 January 1966 to 1 January 1969

No.

Present Text

New Text

Comments

B30.4

A lump-sum element is added to the installation per diem paid at those field project and regional office locations at which the local conditions, in the opinion of the Director, so warrant. The lump-sum element is designed to compensate in part for additional establishment expenses involved in assignment to these duty stations, particularly where no entitlement to removal of household goods exists. The amount of the lump sum is fixed by agreement among the international organizations concerned.

A survey carried out by the United Nations Development Programme showed that expenses incurred by staff members when taking up assignments in certain field duty stations were in excess of the amount of the installation per diem. The executive heads of organizations in the Common System of salaries and allowances, including WHO, have agreed to authorize this additional payment (at an amount of US\$300 for staff without dependants and \$600 for those with dependants who accompany them to the duty station), starting in 1969. The lump sum will not be payable for assignment to countries in Europe and North America, nor at certain other specific locations where the conditions do not warrant it.

No.	<u>Present Text</u>	<u>New Text</u>	<u>Comments</u>
1030.1 (last sentence)	... The staff member appealing to the Board shall have the right to object to not more than two members from the staff panel and in that event the next members due to serve from that panel shall be called in place of the members to whom objection has been taken.	... The staff member appealing to the Board shall have the right to object to not more than two members, <u>appointed by the Director or from the staff panel.</u> <u>If objection is raised against members from the staff panel, they will be replaced by the next members due to serve from that panel.</u> <u>If objection is raised against members appointed by the Director, they will be replaced by alternates or substitute members appointed by the Director.</u>	The present text of the Rule allows the appellant to object to not more than two members from the staff panel only. It is now suggested that this right of objection should extend to members of the Board appointed by the Director, while maintaining the total number of objections to two. A similar change was adopted by WHO.