

PRELIMINARY PROGRAM  
SEVENTH MEETING OF THE EXECUTIVE COMMITTEE  
of the  
PAN AMERICAN SANITARY ORGANIZATION

May 23 - 30, 1949

Washington, D. C.  
---

Sunday, May 22

6:00 P.M. - 8:00 P.M. - Informal reception for the members of the Executive Committee given by the Director of the Pan American Sanitary Bureau (place to be announced).

Monday, May 23

9:00 A.M. - 11:30 A.M. - First Plenary Session.

- I. Formal opening of the Seventh Meeting of the Executive Committee by Dr. Ignacio Morones Prieto, Chairman of the Executive Committee.
- II. Adoption of the Rules of Procedure and Debate of the Executive Committee (Document OSP.CE5.M-3), (Article 16 of the Constitution of the Pan American Sanitary Organization).
- III. Election of Officers (Article 15 of the Constitution and Article 3 of the Rules of Procedure and Debate).
- IV. Consideration of the Report of the Director of the Pan American Sanitary Bureau (October 1948 - April 1949).
- V. Discussion of the Agenda of the Seventh Meeting of the Executive Committee and appointment of Sub-Committees.

12:00 M. - 1:30 P.M. - Visits to the Secretary of State and to the Surgeon General of the United States Public Health Service.

3:00 P.M. - 5:00 P.M. - Second Plenary Session.

Discussion of the daily schedule and program of the Sub-Committees.

5:00 P.M. - 5:30 P.M. - Installation of Sub-Committees.

Tuesday, May 24

9:00 A.M. - 12:30 P.M. - Sub-Committee Meetings.

2:00 P.M. - 5:30 P.M. - Sub-Committee Meetings.

Wednesday, May 25

Morning: Free time for the Delegates to visit the medical institutions of Washington.

2:00 P.M. - 5:30 P.M. - Third Plenary Session.

Discussion of Sub-Committee Reports.

Thursday, May 26

9:00 A.M. - 12:30 P.M. - Sub-Committee Meetings.

2:00 P.M. - 5:30 P.M. - Sub-Committee Meetings.

Friday, May 27

10:00 A.M. - 12:30 P.M. - Fourth Plenary Session.

Discussion of Sub-Committee Reports.

2:00 P.M. - 5:30 P.M. - Meeting of the Drafting Committee.

Saturday, May 28

8:30 A.M. - 5:30 P.M. - Preparation of the Final Report for signature on Monday, May 30.

Monday, May 30

10:00 A.M. - Closing Plenary Session. Approval and signature of the Final Report.

RULES OF PROCEDURE AND OF DEBATE  
of the  
EXECUTIVE COMMITTEE  
of the  
PAN AMERICAN SANITARY ORGANIZATION

MEMBERS

- Art. 1 - The Executive Committee of the Pan American Sanitary Organization shall be composed of Representatives of the seven Member Governments elected in accordance with Article 13 of the Constitution.
- Art. 2 - The Director of the Pan American Sanitary Bureau shall be a member ex-officio of the Executive Committee, without the right to vote.

OFFICERS

- Art. 3 - At each meeting the Executive Committee shall elect a Chairman and a Vice-Chairman who shall serve until new officers are elected at the next meeting of the Committee.
- Art. 4 - The Secretary General of the Pan American Sanitary Bureau shall act as Secretary of the Executive Committee.
- Art. 5 - The Chairman shall preside at the plenary sessions of the Executive Committee and act in any other capacity conferred on him by these rules.
- Art. 6 - In the absence of the Chairman, the Vice-Chairman shall preside and in case both are absent, the Committee shall appoint one of its members to preside at the session.
- Art. 7 - The order of precedence of the delegations shall be based on the alphabetical order of the countries, as expressed in the language of the country where the meeting is held.

MEETINGS AND AGENDA

- Art. 8 - The meetings of the Executive Committee shall be convoked by the Director of the Pan American Sanitary Bureau.
- Art. 9 - Five representatives of the countries members of the Executive Committee shall constitute a quorum for the plenary sessions.
- Art.10 - Each country member of the Executive Committee shall be limited to one vote in the plenary sessions and in the sub-committees. A resolution shall be approved on the affirmative vote of the majority of the representatives present and entitled to vote.

- Art. 11 - The meetings which coincide with those of the Directing Council or the Conference shall be held at the same place immediately before and after the meetings named in this article.
- Art. 12 - Other meetings shall be held at the headquarters of the Pan American Sanitary Bureau.
- Art. 13 - The Director of the Pan American Sanitary Bureau shall prepare the provisional agenda for each meeting in agreement with the Chairman of the Executive Committee.
- Art. 14 - The provisional agenda shall include:
- (a) any subject suggested by the Directing Council;
  - (b) any subject proposed by the Executive Committee during its preceding meeting;
  - (c) any subject proposed by one of the Member countries not later than 21 days prior to the meeting, except in emergencies, at the discretion of the Director of the Pan American Sanitary Bureau;
  - (d) any subject proposed by the Director of the Pan American Sanitary Bureau.
- Art. 15 - The provisional agenda and all documents relating thereto shall be sent to the Member countries at least 14 days prior to the meeting.
- Art. 16 - The Director of the Pan American Sanitary Bureau shall formulate a program for each session based on the agenda.
- Art. 17 - The Executive Committee may revise and modify the agenda or the program at each meeting.
- Art. 18 - The plenary sessions shall meet on the dates established by the approved program; other sessions, however, may be held on dates approved by the Executive Committee.
- Art. 19 - The plenary sessions shall include general matters and discussion and approval of the reports of the Sub-committees.
- Art. 20 - Unless otherwise decided by the Executive Committee, the sessions shall be open.

#### WORKING COMMITTEES

- Art. 21 - When deemed expedient, Sub-committees shall be named to deal with special subjects, and their recommendations and reports shall be submitted for consideration at the plenary sessions.

- Art. 22 - Sub-committees may be composed of representatives, alternates and advisers.
- Art. 23 - Each Sub-committee shall name its own reporter who shall submit its report and recommendations to the plenary session for consideration.
- Art. 24 - A Sub-committee composed of the Chairman, Vice-Chairman, an official of the Pan American Sanitary Bureau and two representatives shall draft all proceedings of the Executive Committee.

#### DEBATES

- Art. 25 - The voting may be made nominal at the request of any member.
- Art. 26 - The voting may be made by unit, partial or total at the request of any member.
- Art. 27 - When two or more amendments are proposed, the sequence of voting shall be to consider first the most radical amendment, then the next radical, and so on until all have been considered.
- Art. 28 - When an amendment which changes, adds or omits part of a proposed resolution is approved, the resolution thus amended shall be submitted to vote.
- Art. 29 - When a member requests a point of order it shall be given priority by the Chairman.
- Art. 30 - During the discussion of any subject, one of the members may ask that the debate be closed. This motion shall be given priority and will be submitted to a vote after one member has been given the opportunity to speak in favor, and another against the motion.
- Art. 31 - The Chairman of the Executive Committee may at any time call for a vote to close the debate which, if approved, shall close the debate.
- Art. 32 - The Executive Committee may limit the time allotted to each speaker.
- Art. 33 - The right to speak shall be limited to the representatives of the countries comprising the Executive Committee, the observers of the countries members of the Pan American Sanitary Organization and the Director of the Pan American

Sanitary Bureau, as member ex-officio of the Executive Committee. However, the Chairman may extend the right to speak to alternates, advisers, and officials of the Pan American Sanitary Bureau on matters under discussion.

#### FINAL REPORTS AND ACTS

- Art. 34 - The Drafting Committee shall prepare the Final Report, which shall include all matters on the Agenda approved by the Committee.
- Art. 35 - At the Closing Plenary Session, the representatives shall sign the Final Report.
- Art. 36 - The Pan American Sanitary Bureau shall send a certified copy of the Final Report to each of the Member countries of the Pan American Sanitary Organization.
- Art. 37 - The minutes of the sessions of the Committee, and the Final Report shall be multigraphed or printed at least in Spanish and English.

#### OFFICIAL LANGUAGES

- Art. 38 - The official languages of the Meetings shall be Spanish, Portuguese, English and French.

#### MODIFICATIONS

- Art. 39 - These Rules may be modified or otherwise changed by resolution of the Committee whenever it is deemed necessary or advisable.
- Art. 40 - All matters not already provided for in these Rules may be resolved directly by the Executive Committee.