



directing council

PAN AMERICAN
SANITARY
ORGANIZATION

IX Meeting

regional committee

WORLD
HEALTH
ORGANIZATION

VIII Meeting



Antigua Guatemala
September 1956

CD9/20 (Eng.)
11 September 1956
ORIGINAL: ENGLISH

Topic 28: SESSIONS OF REGIONAL COMMITTEES OUTSIDE THE REGIONAL HEADQUARTERS

The Director-General of the World Health Organization has requested the Director to bring to the attention of the Regional Committee Resolution WHA9.20 adopted by the Ninth World Health Assembly on this topic, as follows:

The Ninth World Health Assembly,

Having considered a report by the Executive Board ^{1/} on the costs entailed in holding sessions of regional committees elsewhere than at the site of the regional office,

1. REMINDS regional committees of the provisions of resolution WHA7.26 of the Seventh World Health Assembly recommending that, "in deciding on the place of their meetings, regional committees should consider holding them from time to time at the site of the regional office, taking into account the costs involved for the Organization and the Member States concerned";
2. INVITES the attention of the regional committees to the desirability of host governments' participating in the increased cost resulting from holding regional committee meetings outside the regional headquarters, as has been done in some regions; and
3. REQUESTS that regional committees should plan the place of the regional committee meetings together with its budgetary implications two years in advance so that appropriate budgetary provisions may be made by the Health Assembly when it approves the programme and budget for each year.

Pursuant to Article 2 of the agreement between the PASO and the WHO, the Pan American Sanitary Conference, through the Directing Council, serves as the Regional Committee of the WHO in the Americas.

The policy with respect to the place of meeting of the Conference and of the Directing Council was established by Resolutions VIII and IX of the XIII Pan American Sanitary Conference (Ciudad Trujillo, 1950). According to that policy, there is a clearly established four-year pattern of two meetings held at Headquarters, in odd years (Directing Council) and two meetings held away from Washington, in even years (one of the Council, one of the Conference). The Council does not meet in years in which the Conference is held. According to the Constitution, no two successive meetings of the Conference may be held in the same country.

The two four-year cycles of meetings planned since the XIII Pan American Sanitary Conference are as follows:

V Meeting of the Directing Council	1951 - Headquarters
VI Meeting of the Directing Council	1952 - Havana, Cuba
VII Meeting of the Directing Council	1953 - Headquarters
XIV Pan American Sanitary Conference	1954 - Santiago, Chile
VIII Meeting of the Directing Council	1955 - Headquarters
IX Meeting of the Directing Council	1956 - Antigua, Guatemala
X Meeting of the Directing Council	1957 - Headquarters
XV Pan American Sanitary Conference	1958 - San Juan, Puerto Rico

With reference to paragraph 2 of Resolution WHA9.20, the Director recalls that since the VIII Meeting of the Directing Council there is a model (see Annex I) which serves as a pattern for the agreement between the host government and the PASB, establishing their respective financial and other obligations in meetings away from Headquarters (Resolution III, 26th Meeting of the Executive Committee; Resolution VI, VIII Meeting of the Directing Council). Under this agreement, the host government's obligations include provision of premises, simultaneous interpretation and sound recording equipment, and any other equipment and installations required; provision of certain general services, cost of transportation from Headquarters to the meeting place, and return, of office supplies and documents for the meetings; and exemption of all such material from any type of customs duties and taxes. The PASB engages the services of temporary personnel for the secretariat and assigns the permanent staff required; assumes the costs of transportation, salaries, and per diem for this personnel; provides the office supplies required for the secretariat work; and defrays the costs of publishing, in English and Spanish, the documents of the meeting.

With regard to paragraph 3 of Resolution WHA9.20, the budgetary implications for the WHO of the pattern described above are, in fact, taken into account by the Directing Council two years in advance, when it considers the proposed program and budget of the WHO Region of the Americas. Likewise, the budgetary implications for the PASO are taken into account in the provisional draft of the PASO budget estimates drawn

up two years in advance as the basis and guide for preparing the proposed program and budget of the PASO, which is approved the following year. Thus, the budgetary implications of the organizational meetings to be held in 1957 and 1958 are set forth in Official Documents No. 17, submitted to the Directing Council for consideration at the present meeting.

The Director, however, wishes to point out that the expenditures for organizational meetings vary considerably from year to year, depending on whether the meetings take place at Washington. In order to equalize the incidence of costs over a four-year cycle, it might be advisable to consider the possibility of establishing a reserve fund, so that in the future the heavier costs of holding meetings abroad will not fall all in the even years. If such a reserve were set up, budget estimates could be made on the basis of totaling estimated costs for a future four-year period, such as that beginning in 1959, and budgeting an equal amount for each of the years 1959-1962, inclusive. Funds not used in odd years would be placed in the reserve fund to cover additional costs in even years. In view of the above considerations, the Director recommends that such a reserve fund be established and that the equalization scheme be taken into account when preparing the preliminary draft of the PASO program and budget estimates for 1959.

In view of the foregoing, the Directing Council may wish to consider a resolution along the following lines:

Proposed Resolution

The Directing Council,

Having studied Resolution WHA9.20 of the Ninth World Health Assembly on "Sessions of Regional Committees outside the Regional Headquarters";

Recalling that the policy on holding meetings of the governing bodies of the Pan American Sanitary Organization was established in Resolutions VIII and IX of the XIII Pan American Sanitary Conference (1950) and that, according to the established pattern, over a four-year cycle two meetings are held at Headquarters, in odd years, and two meetings outside Headquarters, in even years;

Noting that the cycle of meetings for the four-year periods 1951-1954 and 1955-1958 follow the pattern established by the above-mentioned resolutions and that the budgetary implications of these meetings are planned two years in advance; and

Having examined the report of the Director set forth in Document CD9/20, and the proposal to establish a reserve fund for the

purpose of equalizing the costs of organizational meetings over a four-year cycle,

RESOLVES:

1. To take note of Resolution WHA9.20 and to point out that the XIII Pan American Sanitary Conference (1950) established the pattern for its meetings and those of the Directing Council.

2. To authorize the Director to establish a reserve fund for the purpose of equalizing the PASO budget appropriations for the meetings of the governing bodies of the Pan American Sanitary Organization held over a four-year period, so that the additional costs of holding meetings away from Headquarters may be distributed evenly in each of those four years; and to take this equalization scheme into account in the provisional draft of the program and budget estimates of PASO for 1959, for consideration by the Executive Committee and the Directing Council at their meetings in 1957.

3. To instruct the Director to propose to the Director-General of the World Health Organization that a similar reserve fund be established in the Region of the Americas for the WHO appropriation in support of meetings of the Directing Council and Conference serving as the Regional Committee.

Annex I: Model Agreement

MODEL AGREEMENT

AGREEMENT BETWEEN THE GOVERNMENT OF THE REPUBLIC OF _____
AND THE PAN AMERICAN SANITARY BUREAU, CONCERNING THE _____
MEETING OF THE _____
(Conference, Directing Council, or Executive
Committee)

OF THE PAN AMERICAN SANITARY ORGANIZATION.

Meeting in the City of Washington, D. C., on the _____
day of _____, for the one part _____
(name)

_____, on behalf of and representing
(title)

the Government of the Republic of _____, and, for
the other part, _____, (Repre-

sentative of the) Director of the Pan American Sanitary
Bureau, being duly and expressly authorized for this purpose,
have agreed as follows:

Article 1. The _____ Meeting of the _____
_____ will take place at _____, on
the date set, by mutual agreement, by the Government of the

Republic of _____ and the
Director of the Pan American Sanitary Bureau.

Article 2. The Government shall designate immediately an organizing committee to collaborate with the Bureau in making the preparations and final arrangements for the meeting.

Article 3. The Bureau shall engage the services of such personnel for interpretation, minutes, and secretariat services as may be required for the work of the meeting, in addition to the permanent staff it will assign to the meeting.

Article 4. The Government shall provide the personnel necessary to attend to the information and registration, library, janitorial, guard, cloakroom, and cleaning services. In addition, if necessary, it shall organize a regular transportation service for the delegations and the secretariat staff.

Article 5. The Bureau shall defray the costs of transportation, salaries, and per diem for the personnel referred to in Article 3. The Government shall be responsible for paying the personnel mentioned in Article 4.

Article 6. The Government, in consultation with the Bureau, shall provide the premises, simultaneous interpretation equipment, and any other material and installations necessary for the sessions and for the secretariat staff.

Article 7. The Bureau shall provide the office material and supplies required for the secretariat work, but the costs of transportation and freight of the said material from Headquarters to the place of the meeting shall be assumed by the Government.

Article 8. With respect to all equipment, materials, supplies, documents, and publications intended for the meeting, the Government shall take the measures necessary to facilitate their entry into the national territory, their transportation to the place of the meeting, and their departure at the termination of the meeting, free of consular fees, customs duties, municipal and other charges, as well as import, export, and transit.

Article 9. The Government accepts the responsibility for the payment of the rental of the simultaneous interpretation equipment and for other expenditures incurred for material, transportation, etc., that are chargeable to the Government.

Article 10. The Bureau shall present to the Government a detailed accounting, accompanied by the pertinent supporting documents, of the expenditures referred to in the preceding article..

Article 11. The Government agrees to recognize, in accordance with the legal provisions in that country, the

privileges and immunities necessary for the successful conduct of the meeting, covering the place where the meeting is held, the delegates who attend it, and the international staff of its secretariat.

Article 12. The Bureau shall defray the cost of issuing and printing, in the Spanish language, (the Final Report or the minutes) of the meeting. It shall be responsible also for translating, issuing, and printing, in English, (the Final Report or the minutes) of the meeting.

Article 13. The reports, scientific papers, and other documents presented to the meeting shall be translated, issued, and printed in the Spanish or English language, or in both, at the expense of the Bureau, if the meeting so expressly agrees.

Article 14. Any difference that may arise in the interpretation or application of this Agreement shall be submitted to the Minister of (Health, Public Health, etc.) of the Republic of _____ and to the Director of the Pan American Sanitary Bureau, who will settle the question personally and jointly, or through their representatives.

In witness whereof this Agreement, having been read, has been signed in duplicate, on the date given above.

For the Government of the
Republic of _____:

For the Pan American
Sanitary Bureau: