



XXI PAN AMERICAN SANITARY CONFERENCE

XXXIV REGIONAL COMMITTEE MEETING

WASHINGTON, D.C.

SEPTEMBER 1982

Provisional Agenda Item 26

CSP21/30 (Eng.)

6 August 1982

ORIGINAL: SPANISH

STUDY OF THE FUNCTIONS OF THE AREA OFFICES OF THE PAN AMERICAN SANITARY BUREAU

In compliance with Resolution XII (Annex I) approved in the XXVIII Meeting of the Directing Council (1981) and with the recommendations of the 88th Meeting of the Executive Committee (1982) on the study of the functions of the Area Offices of the Pan American Sanitary Bureau, the Director is pleased to present to the XXI Pan American Sanitary Conference the following progress report on that study:

In compliance with the foregoing directives, the following actions have been taken:

1. A methodological guideline has been prepared for evaluation of the effectiveness of the measures entrusted to the Area Offices (Annex II).

2. As part of this methodology, on 2 October 1981 Resolution XII was transmitted to the Area Offices with a request for their initial comments.

3. In December 1981 a meeting with the Area Representatives was held in Washington, D.C., in which the methodology was reviewed and the procedures established for implementing the resolution.

4. In keeping with the agreed methodology, a plan of study and blank form were prepared and distributed to the Area Representatives on 8 January 1982. They were instructed to work with the competent national authorities of their assigned countries and to prepare the evaluations in conjunction with those authorities.

5. The Area Offices have presented their self-audit reports and the comments of the national authorities.

6. The documentation needed for the Director's formal consultations with the Ministries of Health has been prepared, as established by the methodology.

7. In mid-July of this year the Ministers of Health of the Latin American¹ Member Countries were sent the reports of the self-audits carried out by the Area Offices servicing their respective countries. In his covering letter the Director asked each Minister:

- a) to examine the report and supply his comments on the functions of the Area Office in relation to the self-audit;
- b) to make recommendations on the proper role and functions of the Area Offices in the context of the Regional Strategies and Plan of Action;
- c) to designate one ministerial representative to participate in a meeting to be convened by the Area Representative for the purpose of drawing up a joint report on the study carried out.

The progress report to be presented to the XXI Pan American Sanitary Conference will also contain the results of the analysis meetings that the Area Offices have been able to hold with the national representatives.

Annexes

¹The study of the Office of the Caribbean Program Coordinator (CPC) was carried out between September 1981 and June 1982 with the active participation of the Ministers of the subregion. Some of the recommendations with administrative implications are already being implemented. Those which have political implications will be discussed with the Caribbean Health Ministers.



DIRECTING COUNCIL

PAN AMERICAN HEALTH ORGANIZATION

XXVIII Meeting

REGIONAL COMMITTEE

WORLD HEALTH ORGANIZATION



XXXIII Meeting

CSP21/30 (Eng.)
ANNEX I

RESOLUTION XII

STUDY OF THE FUNCTIONS OF THE AREA OFFICES OF THE PAN AMERICAN SANITARY BUREAU

THE DIRECTING COUNCIL,

Considering that the administrative and technical strengthening of the Offices of Country Representatives is a policy approved by the Governing Bodies of PAHO;

Mindful that significant progress has been made in this direction in recent years;

Noting that the functions and responsibilities of some of the Offices of Area Representatives on both the technical and the administrative side have undergone contractions concurrent with the expansion of those of the Offices of Country Representatives;

Considering that about 8.4 per cent of the regular budget of the Organization is allocated every year to the Offices of Area Representatives; and

Concerned that the funds of the Organization be put to the best possible use,

RESOLVES:

To request the Director:

1. To draw up methodological guidelines for evaluation of the effectiveness of measures entrusted to the Areas that make up the Pan American Health Organization;
2. That in each Area a working group in formal consultation with representatives of its constituent countries be set up within the budgetary limits approved by the Directing Council to make this evaluation in accordance with the established guidelines;
3. To consolidate and integrate a report on the progress of that evaluation for the next Pan American Sanitary Conference.

(Approved at the eleventh plenary session,
29 September 1981)

METHODOLOGY FOR THE STUDY OF THE AREA OFFICES

I. Background

Resolution XII of the XXVIII Meeting of the Directing Council requests the Director:

1. To draw up methodological guidelines for evaluation of the effectiveness of measures entrusted to the Areas that make up the Pan American Health Organization.
2. That in each Area a working group, in formal consultation with representatives of its constituent countries, be set up within the budgetary limits approved by the Directing Council to make this evaluation in accordance with the established guidelines.
3. To consolidate and integrate a report on the progress of that evaluation for the next Pan American Sanitary Conference.

II. Purpose

To evaluate the effectiveness of the tasks assigned to the Area Offices of the Pan American Health Organization.

III. Terms of Reference

The terms of reference for this study will be as follows:

1. Resolution XII of the XXVIII Meeting of the Directing Council.
2. The study must cover the operations of the Area Offices in 1980-1981.
3. The Plan of Action for the Implementation of Regional Strategies.

IV. Methodology

1. Transmittal of Resolution X of the XXVIII Meeting of the Directing Council to the Area Offices for comment by the Area Chiefs and their staffs.
2. Holding of a meeting to learn the views of the Area Chiefs and to consider standards, procedures and methods for implementing the resolution.
3. Preparation of self-evaluation form and its distribution to Area Office staff members.

4. Consultation by Area Representatives with national authorities.
5. Report to and formal consultation with the Ministers by the Director on the basis of the foregoing information.
6. Analysis of the information, formulation of conclusions and recommendations, and preparation of the report for the Pan American Sanitary Conference.