



164th SESSION OF THE EXECUTIVE COMMITTEE

Washington, D.C., USA, 24-28 June 2019

Provisional Agenda Item 6.1

CE164/27
10 April 2019
Original: English

AMENDMENTS TO THE PASB STAFF REGULATIONS AND RULES

Introduction

1. The Staff Regulations of the Pan American Sanitary Bureau (PASB) may be supplemented or amended by the Directing Council or the Pan American Sanitary Conference of the Pan American Health Organization (PAHO) pursuant to Staff Regulation 12.1.
2. In accordance with Staff Rule 020, the Staff Rules of the PASB may be amended by the Director, subject to confirmation by the Executive Committee of PAHO.
3. Accordingly, the Director will submit for confirmation to the 164th Session of the Executive Committee the amendments to the Staff Rules issued by the Director since the Committee's 162nd Session, as shown in Annex A of this document.

Amendments to the Staff Rules

4. These amendments are made to maintain consistency in the conditions of employment of staff of the Pan American Sanitary Bureau with the United Nations Common System Agencies, to align with the World Health Organization (WHO), considering experience and in the interest of good human resources management.
5. The amendments described in this document stem from decisions made by the United Nations General Assembly (UNGA) at its seventy-third session, based on recommendations set out by the International Civil Service Commission (hereinafter the "Commission") in its annual report for 2018.¹

Remuneration of Professional and Higher Categories

6. The UNGA, at its seventy-third session, approved the International Civil Service Commission recommendation that the current base/floor salary scale for the professional

¹ Report of the International Civil Service Commission for the Year 2018, Document A/73/30 (2018).

and higher categories be increased by 1.83% through the standard consolidation method of increasing base salary and commensurately reducing post adjustment multiplier points, resulting in no change in net take-home pay (i.e., on a no-loss/no-gain basis).² In addition, in accordance with General Assembly Resolution 70/244 in sec. III, paras. 9 (a) and (b), the adjustment to the salary scale should also be applied to the pay protection points for staff whose salaries were higher than those at the maximum steps of their grade upon conversion to the unified salary scale.³ The increases took effect on 1 January 2019.

7. Amendments to Appendix 1 of the Staff Rules have been prepared accordingly and appear in Annex B of this document.

Salaries of Staff in Ungraded Posts and the Director's Salary

8. As a result of the change in salary for staff in the professional and higher categories, a similar revision to the salaries for the posts of Director, Deputy Director, and Assistant Director is also required.

9. According to Staff Regulation 3.1, the salary of the Director shall be fixed by the Executive Committee. The salaries of the Deputy Director and Assistant Director shall be determined by the Director of the Bureau with the approval of the Executive Committee.

Common Scale of Staff Assessment

10. The Commission also recommended to the General Assembly, and the Assembly approved, the introduction of a common scale of staff assessment, which requires an amendment to Staff Rule 330.1, as shown in Annex A of this document.

Financial Implications

11. The financial implications associated with the International Civil Service Commission's recommendation on the increase to the base/floor salary scale are estimated at approximately US\$ 802,000⁴ per annum, across the United Nations system, with respect to the scale of separation payments.

12. The financial implications of the Commission's recommended changes in pensionable remuneration are estimated at \$38.4 million per annum, United Nations system-wide.

² UNGA Resolution A/RES/73/273.

³ UNGA Resolution A/RES/70/244.

⁴ Unless otherwise indicated, all monetary figures in this report are expressed in United States dollars.

Action by the Executive Committee

13. The Executive Committee is requested to review the amendments to the PASB Staff Regulations and Rules contained in the present document and consider approval of the proposed resolution attached as Annex C.

Annexes

Annex A

Amendments to PASB Staff Rules Issued by the Director since the 162nd Session of the Executive Committee

Former text	New text																																
<p>330. SALARIES</p> <p>330.1 Gross base salaries shall be subject to the following assessments:</p> <p style="text-align: center;">...</p> <p>330.1.2 For the general service category:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Amounts per year (US\$)</th> <th style="text-align: center;">Assessment (%)</th> </tr> </thead> <tbody> <tr> <td>Up to 20 000</td> <td style="text-align: center;">19</td> </tr> <tr> <td>Next 20 000</td> <td style="text-align: center;">23</td> </tr> <tr> <td>Next 20 000</td> <td style="text-align: center;">26</td> </tr> <tr> <td>Remaining assessable payments</td> <td style="text-align: center;">31</td> </tr> </tbody> </table>	Amounts per year (US\$)	Assessment (%)	Up to 20 000	19	Next 20 000	23	Next 20 000	26	Remaining assessable payments	31	<p>330. SALARIES</p> <p>330.1 Gross base salaries shall be subject to the following assessments:</p> <p style="text-align: center;">...</p> <p>330.1.2 For the general service category:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Total assessable payment (US\$)</th> <th style="text-align: center;">Assessment (%)</th> </tr> </thead> <tbody> <tr> <td>First 20 000</td> <td style="text-align: center;">19</td> </tr> <tr> <td>Next 20 000</td> <td style="text-align: center;">23</td> </tr> <tr> <td>Next 20 000</td> <td style="text-align: center;">26</td> </tr> <tr> <td>Next 20 000</td> <td style="text-align: center;">28</td> </tr> <tr> <td>Remaining assessable amount</td> <td style="text-align: center;">29</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Amounts per year US\$</th> <th style="text-align: center;">Assessment (%)</th> </tr> </thead> <tbody> <tr> <td>Up to 20 000</td> <td style="text-align: center;">19</td> </tr> <tr> <td>Next 20 000</td> <td style="text-align: center;">23</td> </tr> <tr> <td>Next 20 000</td> <td style="text-align: center;">26</td> </tr> <tr> <td>Remaining assessable payments</td> <td style="text-align: center;">31</td> </tr> </tbody> </table>	Total assessable payment (US\$)	Assessment (%)	First 20 000	19	Next 20 000	23	Next 20 000	26	Next 20 000	28	Remaining assessable amount	29	Amounts per year US\$	Assessment (%)	Up to 20 000	19	Next 20 000	23	Next 20 000	26	Remaining assessable payments	31
Amounts per year (US\$)	Assessment (%)																																
Up to 20 000	19																																
Next 20 000	23																																
Next 20 000	26																																
Remaining assessable payments	31																																
Total assessable payment (US\$)	Assessment (%)																																
First 20 000	19																																
Next 20 000	23																																
Next 20 000	26																																
Next 20 000	28																																
Remaining assessable amount	29																																
Amounts per year US\$	Assessment (%)																																
Up to 20 000	19																																
Next 20 000	23																																
Next 20 000	26																																
Remaining assessable payments	31																																

Annex B

Appendix 1 to the Staff Rules

**SALARY SCALE FOR THE PROFESSIONAL AND HIGHER CATEGORIES
SHOWING ANNUAL GROSS SALARIES AND NET EQUIVALENTS
AFTER APPLICATION OF STAFF ASSESSMENT**

(Effective 1 January 2019)¹
(in U.S. Dollars)

<i>Level</i>		<i>I</i>	<i>II</i>	<i>III</i>	<i>IV</i>	<i>V</i>	<i>VI</i>	<i>VII</i>	<i>VIII</i>	<i>IX</i>	<i>X</i>	<i>XI</i>	<i>XII</i>	<i>XIII</i>
D-2	Gross	143 813	146 943	150 079	153 402	156 726	160 048	163 368	166 691	170 012	173 332	–	–	–
	Net	110 169	112 360	114 552	116 745	118 939	121 132	123 323	125 516	127 708	129 899	–	–	–
D-1	Gross	128 707	131 457	134 210	136 963	139 706	142 459	145 209	147 956	150 753	153 667	156 583	159 497	162 415
	Net	99 595	101 520	103 447	105 374	107 294	109 221	111 146	113 069	114 997	116 920	118 845	120 768	122 694
P-5	Gross	110 869	113 209	115 550	117 887	120 229	122 566	124 909	127 246	129 586	131 924	134 266	136 601	138 944
	Net	87 108	88 746	90 385	92 021	93 660	95 296	96 936	98 572	100 210	101 847	103 486	105 121	106 761
P-4	Gross	90 970	93 050	95 129	97 209	99 288	101 483	103 744	106 001	108 259	110 514	112 776	115 029	117 287
	Net	72 637	74 218	75 798	77 379	78 959	80 538	82 121	83 701	85 281	86 860	88 443	90 020	91 601
P-3	Gross	74 649	76 574	78 499	80 421	82 347	84 271	86 195	88 122	90 046	91 970	93 897	95 821	97 747
	Net	60 233	61 696	63 159	64 620	66 084	67 546	69 008	70 473	71 935	73 397	74 862	76 324	77 788
P-2	Gross	57 661	59 383	61 103	62 824	64 546	66 270	67 993	69 711	71 434	73 154	74 875	76 599	78 318
	Net	47 322	48 631	49 938	51 246	52 555	53 865	55 175	56 480	57 790	59 097	60 405	61 715	63 022
P-1	Gross	44 593	45 931	47 269	48 607	49 943	51 401	52 862	54 324	55 784	57 246	58 707	60 166	61 628
	Net	37 012	38 123	39 233	40 344	41 453	42 565	43 675	44 786	45 896	47 007	48 117	49 226	50 337

¹The normal qualifying period for in-grade movement between consecutive steps is one year. The shaded steps in each grade require two years of qualifying service at the preceding step.

**PAY PROTECTION POINTS FOR STAFF
WHOSE SALARIES ARE HIGHER THAN THE MAXIMUM SALARIES
ON THE UNIFIED SALARY SCALE**

(Effective 1 January 2019)
(in U.S. dollars)

<i>Level</i>		<i>Pay protection point 1</i>	<i>Pay protection point 2</i>
P-4	Gross	119 547	121 806
	Net	93 183	94 764
P-3	Gross	99 670	101 730
	Net	79 249	80 711
P-2	Gross	80 041	–
	Net	64 331	–
P-1	Gross	63 088	–
	Net	51 447	–



164th SESSION OF THE EXECUTIVE COMMITTEE

Washington, D.C., USA, 24-28 June 2019

CE164/27
Annex C
Original: English

PROPOSED RESOLUTION

AMENDMENTS TO THE PASB STAFF REGULATIONS AND RULES

THE 164th SESSION OF THE EXECUTIVE COMMITTEE,

(PP1) Having considered the amendments to the Staff Rules of the Pan American Sanitary Bureau submitted by the Director in Annex A to Document CE164/27;

(PP2) Taking into account the actions of the Seventy-second World Health Assembly regarding the remuneration of the Regional Directors, Assistant Directors-General, and the Deputy Director-General based on the United Nations General Assembly's approval of the amended base/floor salary scale for the professional and higher categories;

(PP3) Bearing in mind the provisions of Staff Rule 020 and Staff Regulation 3.1 of the Pan American Sanitary Bureau;

(PP4) Recognizing the need for uniformity in the conditions of employment of staff of the Pan American Sanitary Bureau and the United Nations Common System Agencies,

RESOLVES:

(OP)1. To confirm in accordance with Staff Rule 020 the Staff Rule amendments that have been made by the Director effective 1 January 2019 concerning remuneration of staff in the professional and higher categories and a common scale of staff assessment.

(OP)2. To establish the annual salary of the Assistant Director of the Pan American Sanitary Bureau, beginning from 1 January 2019, at US\$ 178,433¹ gross per annum with a corresponding net salary of \$133,266.

¹ Unless otherwise indicated, all monetary figures in this document are expressed in United States dollars.

(OP)3. To establish the annual salary of the Deputy Director of the Pan American Sanitary Bureau, beginning on 1 January 2019, at \$179,948 before staff assessment, resulting in a modified net salary of \$134,266.

(OP)4. To establish the annual salary of the Director of the Pan American Sanitary Bureau, beginning on 1 January 2019, at \$198,315 before staff assessment, resulting in a modified net salary of \$146,388.

Appendix

Appendix

**PROPOSED AMENDMENTS TO THE STAFF RULES
OF THE PAN AMERICAN SANITARY BUREAU**

330. SALARIES

330.1 Gross base salaries shall be subject to the following assessments:

...

330.1.2 For the general service category:

Total assessable payment (US\$)	Assessment (%)
First 20 000	19
Next 20 000	23
Next 20 000	26
Next 20 000	28
Remaining assessable amount	29

Report on the Financial and Administrative Implications of the Proposed Resolution for PASB

1. Agenda item: 6.1 - Amendments to the PASB Staff Regulations and Rules

2. Linkage to [PAHO Program and Budget 2018-2019](#):

a) Categories:

Leadership, Governance and Enabling Functions

b) Program areas and outcomes:

6.4 Management and Administration

6.4.2 Effective and efficient human resources management and coordination in place.

a) Financial implications:

Negligible.

b) Total estimated cost for implementation over the lifecycle of the resolution (including staff and activities):

The financial implications associated with the International Civil Service Commission's recommendation on the increase to the base/floor salary scale are estimated at approximately US\$ 802,000 per annum, across the United Nations system, with respect to the scale of separation payments under Staff Rule 380.2.

The financial implications of the Commission's recommended changes in pensionable remuneration are estimated at \$38.4 million per annum, United Nations system-wide.

c) Estimated cost for the 2018-2019 biennium (including staff and activities):

Negligible.

d) Of the estimated cost noted in b), what can be subsumed under existing programmed activities?

All costs are subsumed within the budgeted total costs for UN professional posts.

3. Administrative implications:

a) Indicate the levels of the Organization at which the work will be undertaken:

Not applicable.

b) Additional staffing requirements (indicate additional required staff full-time equivalents, noting necessary skills profile):

Not applicable.

c) Time frames (indicate broad time frames for the implementation and evaluation):

Staff Rule changes would be implemented from 1 July 2019 upon approval by PAHO's 164th Executive Committee.

Analytical Form to Link Agenda Item with Organizational Mandates

- 1. Agenda item:** 6.1 - Amendments to the PASB Staff Regulations and Rules
- 2. Responsible unit:** Human Resources Management
- 3. Preparing officer:** Genevieve Grabman
- 4. Link between Agenda item and [Sustainable Health Agenda for the Americas 2018-2030](#):**
Agenda item is in service of PASB's implementation of Health Agenda paragraph 6.
- 5. Link between Agenda item and the [Strategic Plan of the Pan American Health Organization 2014-2019 \(Amended\)](#):**
Category 6.4 Management and Administration.
- 6. List of collaborating centers and national institutions linked to this Agenda item:**
Not applicable.
- 7. Best practices in this area and examples from countries within the Region of the Americas:**
Amendments to the Staff Rules are proposed for consistency with decisions taken by the Seventy-third Session of the United Nations General Assembly, the World Health Organization, and in the interest of good human resources management.
- 8. Financial implications of this Agenda item:**
Minimal. The costs are subsumed within the budgeted total costs for UN professional posts.