

directing council



PAN AMERICAN
HEALTH
ORGANIZATION

XII Meeting

regional committee

WORLD
HEALTH
ORGANIZATION

XII Meeting



Havana, Cuba
August 1960

CD12/3 (Eng.)
24 June 1960
ORIGINAL: ENGLISH

Topic 15: AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

Article 12.2 of the Staff Regulations of the Pan American Sanitary Bureau provides that "the Director shall report annually to the Directing Council such staff rules and amendments thereto as he may make to implement these regulations after confirmation by the Executive Committee."

Pursuant to this provision of the Staff Regulations the Director has the honor to report to the Directing Council that at the 40th Meeting of the Executive Committee he submitted for confirmation amendments to Staff Rules 210.3, 265, 270, 450.2, 710, 820.1 (e), and 1120 as well as a new rule, 280.7, as set forth in Document CE40/2, attached.

The Director wishes likewise to report to the Directing Council that the Executive Committee adopted the following resolution with regard to this topic:

RESOLUTION V^{1/}

"The Executive Committee,

Having examined the amendments to the Staff Rules of the Pan American Sanitary Bureau, as set forth in Document CE40/2, Annex I, presented by the Director; and

Considering the provisions of Staff Rule 030,

RESOLVES:

To confirm the amendments to the Staff Rules of the Pan American Sanitary Bureau as presented by the Director in Document CE40/2, Annex I."

^{1/} Final Report of the 40th Meeting of the Executive Committee, Document CE40/13, page 14.

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

Proposed Resolution

The Directing Council,

Acting pursuant to Article 12.2 of the Staff Regulations of the Pan American Sanitary Bureau,

RESOLVES:

To take note of the amendments to the Staff Rules of the Pan American Sanitary Bureau, approved by the Director and confirmed by the Executive Committee at its 40th Meeting, which appear in Document CE40/2, Annex I.

Annex: Document CE40/2

*executive committee of
the directing council*

PAN AMERICAN
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*working party of
the regional committee*

WORLD
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40th Meeting
Washington, D. C.
April 1960

CE40/2 (Eng.)
21 March 1960
ORIGINAL: ENGLISH

Topic 8: AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

In accordance with Staff Rule 030, the Director submits for confirmation by the Executive Committee amendments to the Staff Rules. The amendments to the Rules are based on similar changes recommended to and confirmed by the Executive Board of WHO at its Twenty-Fifth Session.

Many of the changes in the Staff Rules, which are shown in Annex I to this document, are of an editorial nature. Others are made to bring them in line with the practice of the World Health Organization and other United Nations agencies. The principal substantive change is the revision of Rule 710 dealing with staff health insurance. This results from the introduction as of 1 January 1960 of a new plan of health insurance embracing the entire staff of the Organization and their immediate families (see Document CD 11/25 of 8 September 1959).

The Director implemented the changes to the Staff Rules effective 1 January 1960.

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

Proposed Resolution

The Executive Committee,

Having examined the amendments to the Staff Rules of the Pan American Sanitary Bureau, as set forth in Document CE40/2, Annex I, presented by the Director; and

Considering the provisions of Staff Rule 030,

RESOLVES:

To confirm the amendments to the Staff Rules of the Pan American Sanitary Bureau as presented by the Director in Document CE40/2, Annex I.

Annex I: Amendments to the Staff Rules

AMENDMENTS TO THE STAFF RULES

PREVIOUS TEXT

NEW TEXT

COMMENTS

No:
210.3 SALARY AND ALLOWANCES

For the purpose of determining entitlements under Rules 230.3(c), 250, 260 and 1110.3, "dependents" are defined as:

(a) A spouse whose occupational earnings do not exceed the lowest entrance salary level of the Bureau's local salary scale for the area in which the spouse is employed, or in the case of a staff member at grade P.1 or above, if the earnings do not exceed US\$1,850 per annum if this be more than the lowest entrance salary of the local scale; provided that if both husband and wife are staff members of United Nations organizations neither may be recognized as a dependent for purposes of Rules 230.3 (c) and 260.

No:
265 SERVICE BENEFIT

A staff member who leaves the Bureau on completion of, or while holding a fixed-term appointment of at least one year but less than five

For the purpose of determining entitlements under Rules 235(c), 250, 260 and 1110.3, "dependents" are defined as:

(a) A spouse whose occupational earnings do not exceed the lowest entrance salary level of the Bureau's local salary scale for the area in which the spouse is employed, or in the case of a staff member at grade P.1 or above, if the earnings do not exceed US\$1,850 per annum if this be more than the lowest entrance salary of the local scale; provided that if both husband and wife are staff members of United Nations organizations neither may be recognized as a dependent for purposes of Rules 235(c) and 260.

A staff member who leaves the Bureau on completion of, or while holding a fixed-term appointment of at least one year but less than five years and on

An editorial change deleting the references to Rule 230.3(c) which became Rule 235(c) at the last revision of the Rules.

(a) An editorial change.
(b) The insertion of the phrase "or completion

PREVIOUS TEXT

265 (Cont.)

years and on completion of at least a year of service, shall be paid a service benefit equal to 4% of salary for any period of service in his home country and 8% of salary for any period of expatriated service. For this purpose all continuous service time on fixed-term appointments as defined above, subsequent to 1 January 1958, shall be credited, except that those staff members on fixed-term appointments on 1 January 1958 who had previously been earning credit toward repatriation grant continue to earn this credit and are not entitled to the service benefit. Conversion of the appointment to a permanent appointment, terminates any entitlement, accrued or prospective, under this rule (see Rule 270.3). A fixed-term appointment of less than 5 years following a permanent appointment does not establish an entitlement under this rule.

NEW TEXT

265 (Cont.)

completion of at least a year of service, shall be paid a service benefit equal to 4% of salary for any period of service in his recognized country of residence and 8% of salary for any period of expatriated service. For this purpose all continuous service time on fixed-term appointments as defined above, subsequent to 1 January 1958, shall be credited, except that those staff members on fixed-term appointments on 1 January 1958 who had previously been earning credit toward repatriation grant continue to earn this credit and are not entitled to the service benefit. Conversion of the appointment to a permanent appointment, or completion of five years of continuous service, terminates any entitlement, accrued or prospective, under this rule (see Rule 270.3). A fixed-term appointment of less than five years following a permanent appointment does not establish an entitlement under this rule.

COMMENTS

265 (Cont.)

of five years of continuous service" is in accordance with the policy enunciated by the Salary Review Committee and accepted by the other international organizations whereby a staff member ceases to be entitled to the Service Benefit after five years of continuous service.

PREVIOUS TEXT

NEW TEXT

COMMENTS

No:
270

REPATRIATION GRANT

A staff member on a permanent contract who has completed two or more years of continuous service with the Bureau at an official station outside his home country shall be entitled, upon leaving the Bureau other than by dismissal for serious misconduct, to a repatriation grant subject to the following conditions:

A staff member on a permanent contract who has completed two or more years of continuous service, and a staff member on a contract of more than one year but less than five years, having completed five years of continuous service, with the Bureau at an official station outside his own country, shall be entitled, upon leaving the Bureau other than by dismissal for serious misconduct, to a repatriation grant subject to the following conditions:

This rule was required to be revised in view of the new provisions in Staff Rule 265 (revised), Service Benefit.

No:

280.7 PAYMENTS AND DEDUCTIONS

(New rule)

The Bureau will not accept a claim in respect of an allowance or entitlement of any kind that is submitted beyond twelve months of the date when the initial payment would have been due.

This new rule is consistent with the policy followed by the other international organizations.

PREVIOUS TEXT

NEW TEXT

COMMENTS

No:
450.2 WITHIN-GRADE INCREASE

All satisfactory service time, except continuous periods of special leave and leave without pay of more than 30 days shall be credited toward the service requirements which are:

(a) One year of full-time service in levels P-1 through D-1 Step III of the schedule in Rule 230;

(b) Two years of full-time service in levels D-1 Step IV through Step VI in Rule 230;

(c) Such period of full-time service as the Director may establish for posts subject to local recruitment in accordance with Rule 1110;

(d) The equivalent amount of part-time service.

All satisfactory service time, except continuous periods of special leave and leave without pay of more than 30 days shall be credited toward the service requirements which are:

(a) One year of full-time service in levels P.1 through D.1 Step III of the schedule in Rule 230;

(b) Two years of full-time service in levels P.6/D.1 Step IV through Step VI of the schedule in Rule 230;

(c) Such period of full-time service as the Director may establish for posts subject to local recruitment in accordance with Rule 1110;

(d) The equivalent amount of part-time service.

An editorial change to insert reference to the P-6 grade confirmed by the Executive Committee at its Thirty-Seventh Session.

PREVIOUS TEXT

NEW TEXT

COMMENTS

No:

710. ACCIDENT AND SICKNESS
INSURANCE

Staff shall have the protection against medical expenses provided by the Bureau's accident and sickness insurance policy. All staff shall have the protection of this policy with respect to death and disability benefits.

710. ACCIDENT AND ILLNESS INSURANCE

710.1 All full-time staff members appointed for a period of one year or more shall participate in, and their dependents enjoy the benefits of, the Bureau's Staff Health Insurance in accordance with rules established by the Director in consultation with the staff. These staff members shall be insured against the risk of death or disability to the extent laid down in the Bureau's accident and illness insurance policy relating to them, toward the cost of which they shall contribute. Staff members engaged on a "~~when-actually-employed~~" basis for terms of one year or more may opt to be included in these provisions according to conditions established by the Director.

710.2 Staff members who do not participate in the Staff Health Insurance shall be insured against medical and hospital expenses and against death or disability to the extent laid down in the Bureau's accident and illness insurance policy relating to them, toward the cost of which they shall contribute.

This amendment defines the policy for the new Health Insurance Program. It provides broader health benefits and is extended to include dependents of Staff.

PREVIOUS TEXT

NEW TEXT

COMMENTS

710.3 Participants in the Bureau's Staff Health Insurance may, by decision of the majority of those voting in a referendum, participate in a plan of dental benefits in accordance with rules established by the Director in consultation with the interested staff.

No.
20.1(e) TRAVEL OF DEPENDENTS

For each child for whom an education grant is payable under Rule 255 for study other than within commuting distance of the official station, one round trip each scholastic year (Rule 255.4) between the place of study and the duty station, provided that:

For each child for whom there is an entitlement to the education grant under Rule 255 for study other than within commuting distance of the official station, one round trip each scholastic year (Rule 255.4) between the place of study and the duty station, provided that:

To eliminate the necessity for dealing with a special case on an ad hoc basis which arises when in one country or another, there are no fees payable for education and therefore under the present rule the normal education travel is not permissible.

1120. CONFERENCE STAFF

1120.1 The Director may appoint temporary staff for conference and similar short-term service without regard to the provisions of other sections of the Staff Rules.

1120. TEMPORARY STAFF

The Director may appoint temporary staff for conference and other short-term service without regard to the provisions of other sections of the Staff Rules.

This rule was required to be revised as it is applicable not only to conference staff but to all categories of temporary staff.