



PAN AMERICAN HEALTH ORGANIZATION  
WORLD HEALTH ORGANIZATION



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**CONFIRMATION OF AMENDMENTS TO THE PASB STAFF RULES**

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## CONFIRMATION OF AMENDMENTS TO THE STAFF RULES

### Introduction

1. In accordance with the provisions of Staff Rule 020, the Director submits for confirmation to the 140th Session of the Executive Committee, as an annex to this document, the amendments to the Staff Rules made since the 138th Session.
2. The proposed amendments described in Section I of this document were confirmed by the Executive Board of the World Health Organization at its 120<sup>th</sup> Session held in January 2007. PAHO is proposing similar amendments for consistency with WHO and other agencies within the UN common system.
3. Specifically, by resolution EB120.R10, the Executive Board confirmed the amendments to the Staff Rules that had been made by the Acting Director General with effect from: (a) 1 January 2007 concerning the remuneration of staff in the professional and higher categories; (b) the school year in progress on 1 January 2007 concerning the education grant; and (c) 1 July 2007 concerning home leave, special leave, leave without pay, leave for military training or service, sick leave (family emergency leave), maternity leave, paternity leave, adoption leave, travel of staff members, travel of children under the education grant, resignation, completion of appointments, notice of termination, and effective date of termination.
4. The proposed amendments described in Section II of this document are necessary in order to maintain consistency with staff rule amendments recently confirmed by the WHO Executive Board<sup>1/</sup> that implement significant changes to the framework used by WHO to contract UN staff.
5. By way of background, in 2005, following extensive discussions, agreement was reached by the organizations of the United Nations Common System on the establishment of a new framework for contractual arrangements. The framework consists of three types of staff contracts, namely continuing, fixed-term and temporary appointments.
6. The framework emphasizes the existence of linkages between types of appointments and three elements of human resources management: the compensation and benefits package; recruitment and retention; and career management. It also sets out principles for the types of appointments, which should be: flexible so as to respond to organizational needs; compatible across organizations in the area of compensation and

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<sup>1/</sup>EB120 (1), 28 February 2007.

benefits to facilitate inter-organizational mobility; and cognizant of the need for compensation equity for both long- and short-term staff.

7. As a result of this agreement, the International Civil Service Commission (ICSC) advised that organizations within the UN common system should ensure that their staff regulations and rules comply with the broad framework.<sup>2/</sup>

8. In response to the ICSC recommendations, in 2006 WHO proposed a series of significant changes with respect to the contractual mechanisms it uses to employ staff members. By decision EB120(1), the WHO Executive Board confirmed the amendments to the Staff Rules related to the WHO framework of contractual arrangements with effect from 1 July 2007, except for the amendments concerning mobility and hardship allowance and assignment grant, which were confirmed with effect from 1 January 2007.<sup>3/</sup> WHO also intends to propose and implement changes to the contractual mechanisms used to hire non-staff beginning in 2008.

9. WHO estimates that implementation of these changes in WHO will cost approximately \$8.6 million for the last half of 2007. Changes in the benefits to be paid to temporary staff account for a significant portion of this cost. In future years, the additional costs will be reflected in the staff costs for each budget cycle in WHO.

10. The amendments to PAHO's Staff Rules which are proposed in this document are intended to implement a number of changes that will maintain consistency between PAHO and WHO in the area of fixed-term and continuing contracts. Changes proposed with respect to temporary contracts in PAHO are intended to maintain consistency in the length of such contracts and in how those contracts are used.

11. Unlike WHO, however, PAHO is not proposing any changes in the benefits paid to this category of staff. Consequently, while the amendments proposed in this document will serve to keep PAHO closely aligned with the contractual mechanisms used in WHO, there are no direct financial costs associated with the amendments set forth in Section II of this document.

12. The proposed framework of PAHO contractual arrangements has a number of significant features.

13. The nature and duration of contracts will be directly linked to plans for the management of human resources.

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<sup>2/</sup> The UN General Assembly approved the ICSC framework in December 2006.

<sup>3/</sup> Decision EB120(1) superseded Resolution EB118.R5, adopted by the Executive Board at its 118<sup>th</sup> Session in May 2006.

- (a) Career/service appointments will be discontinued and replaced by continuing appointments.
- (b) The first year on a fixed-term appointment will continue to be probationary.
- (c) The maximum duration of any temporary function will be a continuous period of two years. If the function is required beyond this period the manager must request that it be created as a fixed-term position through the established processes for planning and budgeting to meet program needs. This must be carried out prior to the expiration of the two-year period.
- (d) The maximum duration of a temporary appointment will be an uninterrupted period of two years.
- (e) Consultants will no longer have the status of staff members.

14. The proposed amendments described in Section III of this document are made in light of the Bureau's experience and in the interest of good personnel management.

15. The proposed amendments in this document are intended to ensure compliance with Resolution CE59.R19, adopted by the Executive Committee at its 59th Session in 1968, which requested that the Director take the necessary steps to maintain a close similarity between the Staff Rules of PAHO and WHO.

## **SECTION I**

**Staff Rule amendments considered necessary in light of decisions taken by the Director General and confirmed by the WHO Executive Board for consistency with the UN System**

### ***Remuneration of Staff in the Professional and Higher Categories***

16. The International Civil Service Commission (ICSC) has recommended, and the United Nations General Assembly has endorsed, that:

- (a) The current base/floor salary scale for the professional and higher categories be increased by 4.57% through the standard consolidation procedures on the basis of the standard method of reducing post adjustment multiplier points and increasing net salary, i.e., on a no loss/no gain basis, with effect from 1 January 2007;

- (b) The new arrangements for the mobility and hardship scheme, as recommended by the Commission in 2005, be introduced concurrently with the adjustment of the base/floor salary scale that takes effect from 1 January 2007.

17. The General Assembly has endorsed the Commission's recommendations and WHO's Executive Board has confirmed the amendments to WHO's Staff Rules which will implement these changes.

18. Appendix 1 to these Staff Rules has accordingly been amended.

#### ***Salaries of Staff in Ungraded Posts***

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

20. Using the same process of consolidating post adjustment multiplier points into base salary on a "no-gain, no-loss" basis, the salaries for these three positions have been adjusted accordingly. In conformity with Staff Rule 330.4, the Executive Committee is asked to approve the resulting salary changes for the posts of Deputy Director and Assistant Director and to recommend to the 27th Pan American Sanitary Conference the applicable salary revision for the post of Director.

#### ***Education Grant***

21. For consistency with the UN common system, Staff Rule 350 pertaining to the education grant is amended to increase the maximum admissible expenses and maximum education grant in the United States to US\$ 34,598 and \$25,949 respectively (increased from \$28,832 and \$21,624) and to increase the maximum admissible expenses and maximum education grant for the United States dollar area outside the United States to \$18,048 and \$13,536 respectively (increased from \$17,189 and \$12,892).

22. Staff Rule 350 is also amended to reflect that the eligibility period for the education grant is up to the end of the school year in which the child completes four years of post-secondary studies even if a degree had been attained after three years. Students would continue to be subject to the age limit of 25 years.

23. In addition, for consistency with WHO and the other common system agencies, the revisions applicable to the education grant are effective from the school year in progress on 1 January 2007.

### ***Home Leave***

24. Staff Rule 640.1 has been amended to allow staff members and their families to take home leave in a country other than that of the staff member's recognized place of residence. The intention is to recognize situations where staff members and their families are of multicultural backgrounds and where, during the course of their careers, they have established cultural/family ties in places other than their country of nationality/recognized place of residence. An editorial change has been made to Staff Rule 640.1 to clarify that the period spent on home leave is charged to the staff members' annual leave entitlement.

25. Staff Rule 640.5 has been amended to reflect the changes to Staff Rule 640.1, and to clarify the Organization's financial liability when home leave is taken in a country other than that of the staff member's recognized place of residence. Staff Rules 640.5.1 and 640.5.2 have also been amended to reflect the amendments to Staff Rule 640.1.

26. Staff Rules 640.3.2 and 640.6.4 have been amended to reduce the service time requirement after home leave to three months in the case of staff members serving in 12-month duty stations. Staff Rule 640.6.3 has been deleted to remove the requirement that eligible family members travel on home leave at the same time as the staff member. Staff Rules 640.6.4 and 640.6.5 have been renumbered accordingly.

27. The above changes serve to align PAHO's Staff Rules and policies with those of the United Nations and other organizations in the United Nations common system, and to recognize the mobile and international nature of the workforce and the difficult working and living conditions of staff members serving in hardship duty stations.

### ***Special Leave***

28. Staff Rule 650 has been amended to allow the Bureau to determine the conditions, including duration, under which special leave under this Rule may be granted. It has also been edited in the interest of clarity and further amended to refer specifically to leave for child care and serious illness of family members as important reasons for which special leave may be granted, and to provide that in such exceptional cases, including the death of an immediate family member, annual leave need not be exhausted before special leave is taken.

### ***Leave without Pay***

29. New Staff Rule 655.3 has been introduced to allow the Bureau to authorize leave without pay for pension purposes for staff who are within two years of reaching age 55 and 25 years of contributory service, or who are over that age and within two years of 25

years of contributory service. Staff Rule 655.1 on leave without pay has been amended to reflect new Staff Rule 655.3.

***Leave for Military Training or Service***

30. Staff Rule 660.1 has been amended to provide for special leave for up to the full duration of the military training or service.

***Sick Leave (family emergency leave)***

31. Staff Rule 740.2 has been amended to allow staff members to use part or all of the family emergency leave entitlement (seven working days of uncertified sick leave) in the event of the death of an immediate family member.

***Maternity Leave***

32. Staff Rule 760.2 has been amended to provide for an additional four weeks of maternity leave in the case of multiple births. While this is not policy in other organizations, it is important that PAHO, as the leading organization in health in the Americas, follows the example of WHO as it sets the health standard in these exceptional circumstances in the best interests of staff well-being and good human resources management. Editorial changes have been made to Staff Rule 760.4 for greater clarity.

33. Rule 760.5 has been clarified to provide that where both parents of a child work in the Bureau, any unused portion of maternity leave to which the mother is entitled may be used by the other parent.

***Adoption Leave***

34. Given that adoption leave is a distinct form of leave with full pay, new Staff Rule 765 on adoption leave has been introduced. Staff Rule 650 on special leave has been amended to remove the reference to adoption leave.

***Travel of Spouse and Children***

35. Staff Rule 820.2.5.2 has been amended to permit children with an entitlement to travel under the education grant to reunite with the staff member at a place other than the staff member's duty station or the child's place of study.

***Resignation***

36. Staff Rule 1010.3 has been amended and new Staff Rule 1010.4 introduced to reflect the amendments to Staff Rules 640.3.2, 640.6.4 and 810.5.2.

***Effective Date of Termination***

37. Staff Rule 1090 has been amended for editorial purposes.

***Completion of Appointments***

38. New Staff Rule 1040.4 has been introduced to provide for the extension of an appointment when it expires during maternity leave, paternity leave or adoption leave. Such appointment extension will be for a period determined, and under conditions established, by the Bureau. Staff Rule 1040 has been renumbered accordingly and an editorial change made in the interest of clarity.

**SECTION II**

**Staff Rule amendments considered necessary in order to maintain consistency with WHO's Contractual Framework**

***Salary Determination***

39. Staff Rule 320.2 has been amended to reflect that the net base salary of staff members holding temporary appointments is fixed at step 1 during the first 12 months of a continuous assignment and at step 2 during the second 12 months of the continuous assignment. Note that temporary appointments may be for periods of up to 24 continuous months.

40. Staff Rule 320.2 is also amended to correct the cross reference to Rule 420.3 which has been renumbered.

***Net Base Salary on Promotion to a Higher Grade***

41. Staff Rule 320.3 has been amended to indicate that it is only applicable to staff holding continuing or fixed-term appointments.

***Net Base Salary on Reduction in Grade***

42. Staff Rule 320.4 has been further amended to indicate that it is only applicable to staff holding continuing or fixed-term appointments.

***Payment of Net Base Salary to Temporary Staff in the Professional and Higher Categories***

43. Staff Rule 330.3 has been amended to correct a cross reference.

***Dependants' Allowances***

44. Staff Rule 340 has been amended to delete reference to short-term consultants hired under Rule 1330. It is also amended for editorial purposes.

***Education and Special Education Grant***

45. Staff Rule 350 and 355 are amended to delete the reference to consultants. They are also amended for editorial purposes.

***Mobility and Hardship Allowance***

46. Former Staff Rules 360.1 and 360.2 have been deleted in their entirety. New Staff Rules 360.1 and 360.2 have been introduced to reflect the applicability of the mobility and hardship allowance to staff with fixed-term or continuing appointments who are assigned or transferred to an official station for a period of one year or longer. These new rules also advise that the allowance is comprised of mobility, hardship and non-removal components.

47. The above-mentioned amendments have been made to reflect the recommendations of the International Civil Service Commission to the United Nations General Assembly on the revised mobility and hardship scheme. Furthermore, the provisions concerned have been considerably edited in the interests of simplicity and clarity, and in order to ensure that the content is focused on normative rather than procedural requirements.

***Assignment Grant***

48. Staff Rule 365.1 has been amended to clarify that an assignment grant is payable only to staff members holding fixed term or continuing appointments. Rules 365.1.1 and 365.1.2 are also amended for clarity.

49. Staff Rule 365.3 has been deleted and a new Staff Rule introduced to reflect the recommendations of the International Civil Service Commission to the United Nations General Assembly on the assignment grant. These amendments have also been made in the interests of simplification and clarity. New Staff Rule 365.3 sets out the normative

criteria and requirements applying to the increase of the assignment grant by one or more lump sums.

***Service Allowance***

50. Staff Rule 367 providing for the payment of a service allowance for staff holding term-limited temporary appointments has been deleted.

***Appointment Policies***

51. Staff Rule 420 has been amended to reflect the new appointment system consisting of fixed term, continuing and temporary appointments.

52. New Staff Rule 420.1 has been added listing the new types of appointment.

53. Staff Rules 420.1, 420.2 and 420.3 have been renumbered and amended to reflect the definitions of continuing, fixed-term and temporary appointments, respectively.

54. Staff Rules 420.4 and 420.5 have been renumbered and the cross-references in new Staff Rule 420.6 to Staff Rules 420.2 and 420.3 have been corrected to indicate Staff Rules 420.3 and 420.4, respectively.

55. Staff Rule 420.6 has been renumbered and amended to indicate that it applies to fixed-term staff only.

56. Footnote 1 to Staff Rule 420 has also been amended to reflect that staff members holding career service appointments on 1 January 2008 will have their appointments converted to continuing appointments.

***Reinstatement upon Re-employment***

57. Staff Rule 470 has been amended in the interests of clarity by adding the term “reinstatement,” as this Rule deals with reinstatement upon re-employment. In addition, the cross-reference to Staff Rule 420.3 has been corrected to indicate Staff Rule 420.4. The reference to consultants has also been deleted.

***Inter-organization Transfers***

58. Staff Rule 480.1.3 has been amended to correct the cross-reference to Staff Rule 420.5, which has been renumbered as Staff Rule 420.6.

***End of Probation***

59. Staff Rule 540.1 has been amended to correct the cross-reference to Staff Rule 420.6, which has been renumbered as 420.7.

***Within-grade Increase***

60. Staff Rule 550.1 has been amended to replace the words “linguistic staff” with a reference to “conference and other short-term service staff” appointed under amended Staff Rule 1320 and to correct the reference to Rule 420.3 which has been renumbered as Rule 420.4.

***Meritorious Within-grade Increase***

61. Staff Rule 555.1 has been amended to clarify that the provision applies to staff members holding fixed term or continuing appointments.

***Promotion***

62. Staff Rules 560.1, 560.2, and 560.3 have been amended to indicate that they apply to staff members holding continuing and fixed-term appointments only.

***Reassignment***

63. Staff Rules 565.1, 565.2, and 565.3 have been amended to indicate that the term “reassignment” as defined in Staff Rule 565.1 applies to staff holding continuing and fixed-term appointments only. In addition, the cross-reference in Staff Rule 565.4 to Staff Rule 320.5 has been corrected to indicate Staff Rule 320.4.

***Reduction in Grade***

64. Staff Rule 570 is amended to clarify that the grade of a staff member holding a fixed term or continuing appointment may be reduced as a consequence of reclassification of the post he or she occupies or reassignment to different post at a lower grade.

***Annual Leave***

65. Staff Rule 630.3.2 has been amended to correct the cross reference to Staff Rule 420.3 which has been renumbered.

66. Staff Rule 630.3.3 has been deleted to remove the reference to consultants.

67. As a result of these amendments, Staff Rules 630.3.4 and 630.3.5 and 630.6 have been renumbered.

***Home leave***

68. Staff Rule 640.3 has been amended to clarify that home leave applies to internationally-recruited staff members holding fixed-term or continuing appointments.

***Leave for Military Training or Service***

69. Staff Rule 660.1 has been amended to correct the reference to Staff Rule 420.3, which has been renumbered Staff Rule 420.4, and to remove the reference to consultants.

***Sick Leave***

70. Staff Rule 740.1 has been amended to remove the reference to Staff Rule 1330 regarding consultants and to clarify the sick leave entitlements of staff holding fixed-term, continuing and temporary appointments.

***Maternity Leave***

71. Staff Rule 760.1 has been amended to delete the reference to consultants hired under Staff Rule 1330. Rule 760.2 and 760.3 have been amended to clarify the maternity leave entitlements of staff holding fixed term, continuing and temporary appointments. In addition, Staff Rule 760.3 has been amended to correct the reference to Rule 420.3 which has been renumbered as Rule 420.4.

***Paternity Leave***

72. Given that paternity leave is a distinct form of leave with full pay, new Staff Rule 763 on paternity leave has been introduced. Accordingly, Staff Rules 760 and 760.1 on maternity leave have been amended to remove the references to paternity leave. Staff Rule 760.5 on paternity leave has been renumbered and reflected as new Staff Rule 763, and editorial changes made for greater clarity.

***Travel of Staff Members***

73. Staff Rule 810.4 is amended to clarify that the Bureau will pay the travel expenses of staff members who are entitled to home leave under Staff Rule 640.

74. 810.5.2 has been amended to reduce the service time requirement after family visit travel in the case of staff members serving in 12-month duty stations. In addition, the reference in Staff Rule 810.5.4 to Staff Rule 640.6.5 has been changed to renumbered Staff Rule 640.6.4.

75. This change serves to recognize the difficult working and living conditions of staff members serving in difficult duty stations.

***Travel of Spouse and Children***

76. Staff Rule 820.5 is amended to remove the reference to consultants and to correct the cross reference to Rule 420.3 which has been renumbered as Rule 420.4.

***Special Education Grant Travel***

77. Staff Rule 825 on special education grant travel has been amended to remove the reference to consultants appointed under Staff Rule 1330.

***Removal of Household Goods***

78. Staff Rule 855.1 is amended to clarify that the provisions of the rule apply to staff holding fixed term or continuing appointments of at least two years and whose recognized place of residence is other than and not in the area of his or her official duty station.

79. Staff Rule 855.2 is similarly amended to reflect that staff at a non-removal duty station who hold a fixed term or continuing appointment of at least two years are entitled to receive the mobility and hardship allowance and an assignment grant but are not entitled to household goods removal.

***Termination for Reasons of Health***

80. Staff Rule 1030.2.2 has been amended to indicate that reassignment possibilities prior to termination for reasons of health will only be explored for staff holding continuing and fixed-term appointments.

81. Staff Rule 1030.3.1 has been amended to specify that in the case of termination for reasons of health, staff members holding continuing and fixed-term appointments will receive three months' notice, and staff members holding temporary appointments will receive one month's notice.

***Completion of Appointments***

82. Staff Rule 1040 has been amended to add the requirement that, where it has been decided not to offer an extension of appointment to a staff member holding a temporary appointment, the staff member shall be notified normally no less than one month before the expiry of the appointment. The Staff Rule has been further amended to specify that no

such notice will be required in the case of a staff member holding a temporary appointment who has reached the maximum duration of uninterrupted service under consecutive temporary appointments.

83. New Staff Rule 1040.2 and 1040.3 are introduced to enhance the readability of the Rule.

#### ***Abolition of Post***

84. Staff Rules 1050.2 through 1050.4 have been amended so that they refer to “continuing appointments” rather than “service appointments.”

#### ***Termination of Temporary Appointments***

85. New Staff Rule 1065 has been introduced to specify that a temporary appointment may be terminated on the grounds specified in Staff Rule 1030 (termination for reasons of health), Staff Rule 1075 (termination for misconduct) and Staff Rule 1080 (termination for abandonment of post). It also specifies the notice requirements applying to the termination of temporary appointments for the following reasons: because the temporary function is discontinued, because the staff member’s performance is considered unsatisfactory or because the staff member proves unsuited to his/her work or to international civil service.

#### ***Unsatisfactory Performance or Unsuitability for International Civil Service***

86. Staff Rules 1070.1 and 1070.2 have been amended to clarify that Rule 1070 in its entirety applies only to staff members holding continuing and fixed-term appointments.

#### ***Mobility and Hardship Allowance for Staff in Posts Subject to Local Recruitment***

87. Staff Rule 1310.5 has been amended to add the words “in the United Nations common system” after the reference to “international organizations” in relation to staff recruited outside the area for posts subject to local recruitment.

#### ***Conference and other Short-term Service Staff***

88. Staff Rule 1320 has been re-titled “Conference and other short-term service staff,” thus removing the reference to “temporary appointments.”

#### ***Consultants***

89. Staff Rule 1330 on consultants has been deleted.

***National Professional Officers***

90. Staff Rule 1340.1 has been renumbered. Staff Rule 1340.2 has also been renumbered and the cross-reference to Staff Rule 1340.1 corrected.

**SECTION III**

**Staff Rule amendments considered necessary in light of good managerial practice**

***Effective Date***

91. Staff Rule 040 has been amended to reflect the effective date of implementation of the amended Staff Rules.

***Annual Leave***

92. Staff Rule 630.4 is amended to clarify that annual leave must be taken in units of one hour.

***Board of Appeal***

93. Staff Rule 1230 has been amended to provide that a Board of Appeal panel convened to hear a staff member appeal shall consist of three panel members rather than five. This change is necessary in order to facilitate regular meetings of Board panels.

**Administrative Tribunal**

94. Staff Rule 1240 has been amended to delete reference to the UN Administrative Tribunal.

**SECTION IV**

***ACTION BY THE EXECUTIVE COMMITTEE***

95. In consideration of these revisions, the Committee may wish to consider the following draft resolution:

**Proposed Resolution**

***THE 140th SESSION OF THE EXECUTIVE COMMITTEE,***

Having considered the amendments to the Staff Rules of the Pan American Sanitary Bureau submitted by the Director in the Annex to Document CE140/25;

Taking into account the actions of the Sixtieth World Health Assembly regarding the remuneration of the Regional Directors, Assistant Directors-General, and the Director-General;

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

Recognizing the need for uniformity of conditions of employment of staff of the Pan American Sanitary Bureau and the World Health Organization,

*RESOLVES:*

1. To confirm, in accordance with Staff rule 020, the amendments to the Staff Rules that have been made by the Director with effect from 1 July 2007 concerning the effective date of the Pan American Sanitary Bureau Staff Rules and Staff Regulations, home leave, special leave, leave without pay, leave for military training or service, sick leave, maternity leave, paternity leave, adoption leave, annual leave, travel of staff members, travel of spouse and children, special education grant travel, removal of household goods, salary determination, net base salary; dependants' allowance, special education grant, mobility and hardship allowance, mobility and hardship allowance for staff in posts subject to local recruitment, assignment grant, service allowance, appointment policies, reinstatement upon reemployment, inter-organization transfers, end of probation, within-grade increase, meritorious within-grade increase, promotion, reassignment, reduction in grade, termination for reasons of health, resignation, effective date of termination, completion of appointment, abolition of post, termination of temporary appointment, unsatisfactory performance or unsuitability for international civil service, conference and other short-term service staff, consultants, national professional officers, Board of Appeal, and Administrative Tribunal.
2. To establish the maximum admissible expenses and maximum education grant in the United States at US\$ 34,598 and \$25,949, respectively; the maximum admissible expenses and maximum education grant for the United States dollar area outside the United States at \$18,048 and \$13,536, respectively, and amendments to the eligibility requirements.
3. To establish the annual salary of the Deputy Director of the Pan American Sanitary Bureau as from 1 January 2007 at US\$ 168,826 before staff assessment, resulting in a modified net salary of \$122,737 (dependency rate) or \$111,142 (single rate).
4. To establish the annual salary of the Assistant Director of the Pan American Sanitary Bureau as from 1 January 2007 at US\$ 167,288 before staff assessment,

resulting in a modified net salary of \$121,737 (dependency rate) or \$110,142 (single rate);

5. To recommend to the 27th Pan American Sanitary Conference that it adjust the annual salary of the Director of the Pan American Sanitary Bureau by adopting the following resolution:

*THE 27th PAN AMERICAN SANITARY CONFERENCE,*

Considering the revision to the base/floor salary scale for the professional and higher-graded categories of staff, effective 1 January 2007;

Taking into account the decision by the Executive Committee at its 140th Session to adjust the salaries of the Deputy Director and Assistant Director of the Pan American Sanitary Bureau; and

Noting the recommendation of the Executive Committee with regard to the salary of the Director of the Pan American Sanitary Bureau,

RESOLVES:

To establish the annual salary of the Director of the Pan American Sanitary Bureau as from 1 January 2007 at US\$ 185,874 before staff assessment, resulting in a modified net salary of \$133,818 (dependency rate) or \$120,429 (single rate).

Annex

ANNEX  
AMENDMENTS TO THE STAFF RULES

PRESENT TEXT	PROPOSED TEXT
<p>040. EFFECTIVE DATE</p> <p>These Staff Rules are effective as from 1 July 2006, unless otherwise specified, and supersede all Rules in force before that date. All subsequent modifications shall become effective as from the date shown thereon.</p> <p>320. SALARY DETERMINATION</p> <p>320.1 On appointment to a fixed-term position, the net base salary of staff members shall normally be fixed at step 1 of the grade of the post to be occupied; in exceptional circumstances, however, it may be fixed at a higher step in the grade in order to take into account a staff member's qualifications, skills and experience in relation to the requirements of the post.</p> <p>320.2 The net base salary of staff members holding temporary appointments as defined in Rule 420.3 shall be fixed as follows:</p> <p>320.2.1 for those holding short term appointments: step 1 of the level of the assignment determined in accordance with guidelines established by the Director.</p> <p>320.2.2 for those holding term-limited appointments: step 3 of the level of the assignment determined in accordance with guidelines established by the Director.</p> <p>320.3 On promotion to a higher grade the net base salary of a staff member shall be fixed at the lowest step in the new grade that will provide an increase in net base salary for promotion within the same salary scale or total net remuneration for promotion from the general service to the professional category, at least equal to that which would have resulted from the granting of two steps within the staff member's present grade. However, on restoration to a higher grade formerly held, the staff member's net base salary shall not exceed that which would have been attained had the staff member remained in the higher grade.</p> <p>...</p>	<p>040. EFFECTIVE DATE</p> <p>These Staff Rules are effective as from 1 July 2006<sup>7</sup>, unless otherwise specified, and supersede all Rules in force before that date. All subsequent modifications shall become effective as from the date shown thereon.</p> <p>320. SALARY DETERMINATION</p> <p>320.1 On appointment to a fixed-term position, the net base salary of staff members shall normally be fixed at step 1 of the grade of the post to be occupied; in exceptional circumstances, however, it may be fixed at a higher step in the grade in order to take into account a staff member's qualifications, skills and experience in relation to the requirements of the post.</p> <p>320.2 The net base salary of staff members holding temporary appointments as defined in Rule 420.3 shall be fixed as follows:</p> <p>320.2.1 <del>for those holding short term appointments</del> <b>during the first twelve months of a continuous assignment</b>: step 1 of the level of the assignment determined in accordance with guidelines established by the Director.</p> <p>320.2.2 <del>for those holding term-limited appointments</del> <b>during the second twelve months of a continuous assignment</b>: step <del>3</del> <b>2</b> of the level of the assignment determined in accordance with guidelines established by the Director.</p> <p>320.3 On promotion to a higher grade, the net base salary of a staff member <b>holding a fixed-term or continuing appointment</b> shall be fixed at the lowest step in the new grade that will provide an increase in net base salary for promotion within the same salary scale or total net remuneration for promotion from the general service to the professional category, at least equal to that which would have resulted from the granting of two steps within the staff member's present grade. However, on restoration to a higher grade formerly held, the staff member's net base salary shall not exceed that which would have been attained had the staff member remained in the higher grade.</p> <p>...</p>

PRESENT TEXT	PROPOSED TEXT
<p>330. SALARIES</p> <p>...</p> <p>330.3 The net base salary of staff members in the professional and higher categories holding temporary appointments as defined in Rule 420.3 shall be paid in accordance with the schedule in Rule 330.2 at the rate applicable to staff members with no dependant spouse or dependant child.</p> <p>...</p>	<p>330. SALARIES</p> <p>...</p> <p>330.3 The net base salary of staff members in the professional and higher categories holding temporary appointments as defined in Rule 420.3 shall be paid in accordance with the schedule in Rule 330.2 at the rate applicable to staff members with no dependant spouse or dependant child.</p> <p>...</p>
<p>340. DEPENDANTS' ALLOWANCES</p> <p>Staff members in the professional or higher category, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, are entitled to a dependant's allowance for dependants as defined in Rule 310.5, to be paid as follows:</p> <p>...</p>	<p>340. DEPENDANTS' ALLOWANCES</p> <p>Staff members in the professional or higher category, except those holding temporary appointments as defined in Rule 420.3 <del>or consultants appointed under Rule 1330</del>, are entitled to a dependant's allowance for dependants as defined in Rule 310.5, to be paid as follows:</p> <p>...</p>
<p>350. EDUCATION GRANT</p> <p>350.1 Internationally recruited staff members, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, are entitled to an education grant under the following conditions:</p> <p>350.1.1 the education grant shall be paid starting with the school year in which a dependant child, as defined under Staff Rule 310.5.2, reaches the age of five if it can be shown that the child is attending a full-time program that contains the basic elements of formal education as a major part of its curriculum. The grant shall extend up to the end of the school year in which a staff member's child reaches the age of 25, completes four years of post-secondary studies or is awarded the first recognized post-secondary degree, whichever is earlier;</p> <p>...</p>	<p>350. EDUCATION GRANT</p> <p>350.1 Internationally recruited staff members, except those holding temporary appointments as defined in Rule 420.3 <del>or consultants appointed under Rule 1330</del>, are entitled to an education grant under the following conditions:</p> <p>350.1.1 the education grant shall be paid starting with the school year in which a dependant child, as defined under Staff Rule 310.5.2, reaches the age of five if it can be shown that the child is attending a full-time program that contains the basic elements of formal education as a major part of its curriculum. The grant shall extend up to the end of the school year in which a staff member's child reaches the age of 25, <del>or</del> completes four years of post-secondary studies <del>or is awarded the first recognized post-secondary degree</del>, whichever is earlier;</p> <p>...</p>

PRESENT TEXT	PROPOSED TEXT
<p>355. SPECIAL EDUCATION GRANT FOR CHILDREN WITH DISABILITIES</p> <p>355.1 Staff members, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, are entitled to a special education grant under the following conditions:</p> <p>...</p>	<p>355. SPECIAL EDUCATION GRANT FOR CHILDREN WITH DISABILITIES</p> <p>355.1 Staff members, except those holding temporary appointments as defined in Rule 420.3 <del>4</del> <del>of consultants appointed under Rule 1330</del>, are entitled to a special education grant under the following conditions:</p> <p>...</p>
<p>360. MOBILITY AND HARDSHIP ALLOWANCE</p> <p>360.1 Staff members, except those holding temporary appointments as defined in Rule 420.3 or those appointed under Rules 1310 and 1330, who are assigned or transferred to an official station for a period of one year or longer, shall receive a non-pensionable mobility and hardship allowance designed to recognize varying degrees of hardship at different official stations and provide incentives for mobility, under the conditions set out in subsections 360.1.1, 360.1.2, 360.1.3 and 360.1.4. Official stations shall be categorized according to conditions of life and work and on the basis of criteria agreed among the international organizations concerned for classifying official stations. Headquarters, North American and European official stations and similar designated locations shall be categorized H official stations, whereas all other official stations shall be categorized from A to E.</p> <p>The allowance is composed of three elements:</p> <p>360.1.1 The mobility element of the allowance is payable to staff members who have completed five uninterrupted years of service with WHO or other United Nations bureaus. At official stations in categories A to E the allowance is payable to staff members who are serving at their second or subsequent official station. At official stations in category H, the mobility element is payable as from the staff member's fourth assignment provided that at least two earlier assignments were at official stations in categories A to E. After five uninterrupted years of service at the same official station the amount of the mobility element of the allowance shall be reduced by 10 percentage points at official stations in categories A to E and shall cease at official stations in category H. However, if the staff member is maintained at the same official station at the initiative of the Bureau, the payment of the mobility element of the allowance may be extended for a further period of one year.</p>	<p>360. MOBILITY AND HARDSHIP ALLOWANCE</p> <p>360.1-360.2 [DELETED]</p> <p>[NEW RULE]</p> <p><b>360.1 Staff members, except those holding temporary appointments as defined in Rule 420.4 or those appointed under Rules 1310 or 1330, who are assigned or transferred to an official station for a period of one year or longer, shall receive a non-pensionable mobility and hardship allowance designed to recognize varying degrees of hardship at different official stations and provide incentives for mobility.</b></p> <p><b>360.2 The allowance is composed of three elements: mobility, hardship and non-removal, and shall be paid as determined by the Bureau on the basis of conditions and procedures agreed among the international organizations in the United Nation's common system.</b></p>

PRESENT TEXT	PROPOSED TEXT
<p>360.1.2 The hardship element of the allowance is payable from the date of assignment to an official station in categories B to E for the full duration of the staff member's assignment at the rate corresponding at any given time to the classification of the official station.</p> <p>360.1.3 The non-removal element of the allowance is payable at official stations in categories A to E, irrespective of the staff member's length of service with the Bureau or the World Health Organization; it shall not be payable on initial appointment in the country of place of residence.</p> <p>360.1.4 The non-removal element shall cease when a staff member has been in receipt of it for five consecutive years at the same official station. The Organization may authorize extension of the period of entitlement to the non-removal element for a further period not exceeding two years. No further extension shall be granted.</p> <p>360.2 The annual rates of the mobility and hardship allowance shall be calculated as a percentage of the annual net base salary of a staff member at step 6 of grade P.4 with a dependent spouse or a dependent child as defined in Rule 330.2 and in accordance with the matrix below. The resulting annual amounts are applicable to staff members in grades P.4 and P.5. The amounts shall be increased by 13% for staff members in grades P.6/D.1 and above and reduced by 13% for staff members in grades P.1 to P.3. Staff members without dependants as defined in Rules 310.5.1 and 310.5.2 shall receive 75% of the amounts applicable to their grade. If both spouses are staff members of international organizations in the common system of salaries and allowances, the allowance shall be payable to each at the rate applicable to their individual official stations. If there are dependent children as defined under Rule 310.5.2 the dependency rate of the allowance shall be payable to the spouse in respect of whom the dependant children are recognized. The amounts established under this Rule shall be increased by three percentage points at official stations in category H for staff members with no entitlement under Rule 855.1 and decreased by five percentage points at official stations in categories A to E for staff members with an entitlement under Rule 855.1.</p>	

PRESENT TEXT		PROPOSED TEXT																																																								
<table border="1"> <thead> <tr> <th colspan="2">MOBILITY AND HARDSHIP MATRIX</th> <th colspan="5">ASSIGNMENTS</th> </tr> <tr> <th>OFFICIAL STATION</th> <th></th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5 or more</th> </tr> </thead> <tbody> <tr> <td>H</td> <td></td> <td>0%</td> <td>0%</td> <td>0%</td> <td>4%</td> <td>6%</td> </tr> <tr> <td>A</td> <td></td> <td>5%</td> <td>15%</td> <td>17%</td> <td>19%</td> <td>21%</td> </tr> <tr> <td>B</td> <td></td> <td>13%</td> <td>23%</td> <td>25%</td> <td>27%</td> <td>29%</td> </tr> <tr> <td>C</td> <td></td> <td>20%</td> <td>30%</td> <td>32%</td> <td>34%</td> <td>36%</td> </tr> <tr> <td>D</td> <td></td> <td>25%</td> <td>35%</td> <td>37%</td> <td>39%</td> <td>41%</td> </tr> <tr> <td>E</td> <td></td> <td>30%</td> <td>40%</td> <td>42%</td> <td>44%</td> <td>46%</td> </tr> </tbody> </table>		MOBILITY AND HARDSHIP MATRIX		ASSIGNMENTS					OFFICIAL STATION		1	2	3	4	5 or more	H		0%	0%	0%	4%	6%	A		5%	15%	17%	19%	21%	B		13%	23%	25%	27%	29%	C		20%	30%	32%	34%	36%	D		25%	35%	37%	39%	41%	E		30%	40%	42%	44%	46%	
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<p>365. ASSIGNMENT GRANT</p> <p>365.1 On authorized travel upon appointment or upon reassignment to an official station for a period of at least one year, a staff member shall be paid an assignment grant. The amount thereof shall be the equivalent of:</p> <p>365.1.1 travel per diem in respect of himself for a period of 30 days from his arrival; 365.1.2 travel per diem, in respect of each family member accompanying or joining him at the Bureau's expense under Rule 820, except for children eligible for travel under Rule 820.1.4, for 30 days at half the rate after their arrival.</p> <p>365.2 No assignment grant shall be paid for children born, or for any other dependant acquired, after the arrival of the staff member at the official station.</p>	<p>365. ASSIGNMENT GRANT</p> <p>365.1 On authorized travel upon appointment or upon reassignment to an official station for a period of at least one year, <del>a</del> staff members, <b>except those holding temporary appointments as defined in Rule 420.4</b>, shall be paid an assignment grant. The amount <del>thereof</del> <b>of the grant</b> shall be the equivalent of:</p> <p>365.1.1 travel per diem in respect of <del>himself</del> <b>the staff member</b> for a period of 30 days from <del>his</del> arrival <b>at the official station</b>;</p> <p>365.1.2 travel per diem, in respect of each family member accompanying or joining <del>him</del> <b>the staff member</b> at the Bureau's expense under Rule 820, except for children eligible for travel under Rule 820.1.4, for 30 days at half the rate after their arrival.</p> <p>365.2 No assignment grant shall be paid for children born, or for any other dependant acquired, after the arrival of the staff member at the official station.</p>																																																									

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<p>365.3 The assignment grant shall be increased by a lump sum for a staff member appointed or transferred for a period of one year or more to an official station in category H without an entitlement to a removal of household goods under Rule 855.1, or for a staff member appointed or transferred to an official station in categories A to E for a period of one year or more with or without an entitlement under Rule 855.1. The lump sum amount shall be the equivalent of one month's net base salary and post adjustment at the official station to which the staff member is assigned at his grade, step and rate. A second lump sum shall be payable at official stations in categories A to E to a staff member without an entitlement under Rule 855.1 who is maintained at the same official station for a third year or more.</p> <p>...</p>	<p>365.3 [DELETED] [NEW RULE] <b>365.3 Subject to conditions established by the Bureau on the basis of conditions and procedures agreed among international organizations in the United Nations common system, the assignment grant shall be increased by one or more lump sums, depending on the category of the official station, whether the staff member is entitled to removal under Rule 855.1, and the duration or expected duration of the assignment at that official station. The lump sum shall be calculated and payable on the basis of the staff member's net base salary and, as applicable, the post adjustment at the official station to which the staff member is assigned at his grade and step, and rates determined by the Bureau.</b></p> <p>...</p>
<p>367. SERVICE ALLOWANCE</p> <p>Staff holding term-limited appointments as defined in Rule 420.3 shall receive a non-pensionable service allowance expressed as a percentage of their annual net base salary. This percentage shall be determined by the Director and range between 5% and 25% for staff in the professional category, and between 3% and 12% for staff in the general service category.</p>	<p>367. SERVICE ALLOWANCE</p> <p>[DELETED]</p>
<p>420. APPOINTMENT POLICIES <u>1</u></p> <p>420.1 A "service appointment" is an appointment without specified time limit. A service appointment may be granted after a minimum of five years' certified satisfactory service on fixed-term appointments and the fulfillment of such other requirements as the Director may determine.</p> <p>420.2 A "fixed-term appointment" is a time-limited appointment for one year or more.</p> <p>420.3 A "temporary appointment" is an appointment for a period not exceeding 11 months. There are two categories of temporary appointments: "short-term appointments" and "term-limited appointments." Such appointments are granted in accordance with conditions determined by the Director.</p>	<p>420. APPOINTMENT POLICIES <u>1</u></p> <p><b>420.1 Staff members may be granted continuing, fixed-term or temporary appointments as defined below:</b></p> <p>420.2 A "service continuing appointment" is an appointment without specified time limit. A service continuing appointment <del>may</del> <b>shall</b> be granted after a minimum of five years' <b>uninterrupted, active certified satisfactory</b> service on fixed-term appointments and <b>certified satisfactory performance and conduct</b>. <del>the fulfillment of such other requirements as the Director may determine.</del></p> <p>420.3 A "fixed-term appointment" is a time-limited appointment for one year or more <b>which may normally be extended on a regular basis for up to five years. Exceptionally, such appointments may be further extended for up to one additional year, in accordance with conditions determined by the Bureau.</b></p>

PRESENT TEXT	PROPOSED TEXT
<p>420.4 Appointments may be on a full-time, part-time or when-actually-employed basis.</p> <p>420.5 All staff, including staff members seconded to the Organization, shall be appointed initially on fixed-term appointments as defined in Rule 420.2, or on temporary appointments as defined in Rule 420.3.</p> <p>420.6 Any appointment of one year or more shall be subject to a period of probation. After the first year of probation, the appointment may be confirmed or the probationary period may be extended up to two years when necessary for adequate evaluation of the staff member's performance, conduct and suitability for international service. In exceptional circumstances, the appointment of a staff member on probation may be terminated for poor performance or unsuitability for international service after the first six months of the probationary period following appointment.</p> <p>420.7 Any misstatement of fact made or material information withheld, by a job applicant during the application, selection, or appointment process may provide grounds for the withdrawal of an offer of appointment or, if an appointment has already been made, for the cancellation of employment with the Bureau after notification under Staff Rule 1130. In the event of cancellation of employment, the staff member shall be given one month's notice or, at the discretion of the Bureau, payment in lieu of notice. No indemnity or end-of-service grant is payable. At its discretion, the Bureau may provide a repatriation grant pursuant to Staff Rule 370.</p> <p>1 Staff members holding career-service appointments on 1 July 2002, and who remain below grade P6/D1, shall retain such appointments until they separate from the Bureau.</p>	<p>420.3 4 A "temporary appointment" is an appointment for a period not exceeding 11 months. There are two categories of temporary appointments: "short-term appointments" and "term-limited appointments." Such appointments are granted in accordance with conditions determined by the Director. <b>a time-limited appointment of up to two years. If the temporary appointment is of less than two years, it may be extended, provided that the total duration of uninterrupted service under consecutive temporary appointments does not exceed two years. A staff member who has completed the maximum period of uninterrupted service on one or more temporary appointments may not be employed by the Organization unless more than 30 calendar days have elapsed since the staff member's separation from service. Any future employment is subject to conditions established by the Bureau.</b></p> <p>420.4 5 Appointments may be on a full-time, part-time or when-actually-employed basis.</p> <p>420.5 6 All staff, including staff members seconded to the Organization, shall be appointed initially on fixed-term appointments as defined in Rule 420.2 3, or on temporary appointments as defined in Rule 420.3 4.</p> <p>420.6 7 Any <b>fixed term</b> appointment of one year or more shall be subject to a period of probation. After the first year of probation, the appointment may be confirmed or the probationary period may be extended up to two years when necessary for adequate evaluation of the staff member's performance, conduct and suitability for international service. In exceptional circumstances, the appointment of a staff member on probation may be terminated for poor performance or unsuitability for international service after the first six months of the probationary period following appointment.</p> <p>420.7 [NO CHANGE]</p> <p>1 Staff members holding career-service appointments on <del>1 July 2002</del> <b>1 January 2008, shall have such appointments converted to continuing appointments and who remain below grade P6/D1, shall retain such appointments until they separate from the Organization.</b></p>

PRESENT TEXT	PROPOSED TEXT
<p>470. RE-EMPLOYMENT</p> <p>470.1 Staff members, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, who are re-employed within one year of the termination of their appointment, may, at the option of the Bureau, be reinstated. In such cases they shall have the status which they held upon termination, and the intervening absence shall be charged to annual leave and leave without pay as necessary. They shall refund to the Bureau all separation payments made to them.</p> <p>470.2 A former staff member who is re-employed, but not reinstated under the provisions of Rule 470.1, shall have the same status as if he were being employed for the first time.</p> <p>470.3 Restoration of prior contributory service in the United Nations Joint Staff Pension Fund is governed by the Regulations of the Pension Fund.</p>	<p>470. <b>REINSTATEMENT UPON RE-EMPLOYMENT</b></p> <p>470.1 Staff members, except those holding temporary appointments as defined in Rule 420.3 <del>4</del> <del>or consultants appointed under Rule 1330</del>, who are re-employed within one year of the termination of their appointment, may, at the option of the Bureau, be reinstated. In such cases they shall have restored to them the status which they held upon termination, and the intervening absence shall be charged to annual leave and leave without pay as necessary. They shall refund to the Bureau all separation payments made to them.</p> <p>470.2-470.3 [NO CHANGE]</p>
<p>480. INTER-ORGANIZATION TRANSFERS</p> <p>... 480.1.3 except for appointees transferred from the World Health Organization, shall be appointed on a fixed-term appointment in accordance with Staff Rule 420.5 and serve the same probationary period as a newly appointed staff member;</p> <p>...</p>	<p>480. INTER-ORGANIZATION TRANSFERS</p> <p>... 480.1.3 except for appointees transferred from the World Health Organization, shall be appointed on a fixed-term appointment in accordance with Staff Rule 420.5 <del>6</del> and serve the same probationary period as a newly appointed staff member;</p> <p>...</p>
<p>540. END OF PROBATION</p> <p>540.1 A performance evaluation report (see Rule 530.2) shall be made before the end of the normal probationary period (see Rule 420.6). On the basis of this report, a decision shall be taken and notified to the staff member, that the:</p> <p>...</p>	<p>540. END OF PROBATION</p> <p>540.1 A performance evaluation report (see Rule 530.2) shall be made before the end of the normal probationary period (see Rule 420.6 <del>7</del>). On the basis of this report, a decision shall be taken and notified to the staff member, that the:</p> <p>...</p>

PRESENT TEXT	PROPOSED TEXT
<p>550. WITHIN-GRADE INCREASE</p> <p>...</p> <p>550.3 The unit of service time shall be reduced to 10 months under Rule 550.2.1 and to 20 months under Rule 550.2.2 in the case of staff members who have demonstrated, by passing a prescribed test, proficiency in a second official language of the Bureau. Staff members whose mother tongue is one of the official languages of the Bureau must demonstrate proficiency in a second official language. This rule applies to staff members in the professional and higher categories except for those holding temporary appointments as defined in Rule 420.3 and linguistic staff, i.e., translators, editors, revisers and interpreters.</p> <p>...</p>	<p>550. WITHIN-GRADE INCREASE</p> <p>...</p> <p>550.3 The unit of service time shall be reduced to 10 months under Rule 550.2.1 and to 20 months under Rule 550.2.2 in the case of staff members who have demonstrated, by passing a prescribed test, proficiency in a second official language of the Bureau. Staff members whose mother tongue is one of the official languages of the Bureau must demonstrate proficiency in a second official language. This rule applies to staff members in the professional and higher categories except for those holding temporary appointments as defined in Rule 420.3 and <b>conference and other short-term service staff under Rule 1320 linguistic staff, i.e., e.g., translators, editors, revisers and interpreters.</b></p> <p>...</p>
<p>555. MERITORIOUS WITHIN-GRADE INCREASE</p> <p>555.1 A staff member whose performance has been especially meritorious beyond that which may reasonably be expected of a normally well-qualified staff member, and whose conduct has been satisfactory, may be granted one, or exceptionally two, extra within-grade steps. Such increase shall not affect the staff member's eligibility for normal within-grade increases up to the normal maximum step in the grade.</p> <p>555.2 A staff member whose service with the Bureau commenced prior to 1 March 1993 shall qualify, with effect from 1 February 1994, for only one increase under Rule 555.1 during the remaining service in the Bureau. Such increase shall be granted upon completion of either 20 or 25 or 30 years of satisfactory service, whichever occurs first after 1 February 1994. Satisfactory service with the World Health Organization shall be included if credited under Rule 480.1.4.</p>	<p>555. MERITORIOUS WITHIN-GRADE INCREASE</p> <p>555.1 A staff member <b>holding a fixed term or continuing appointment</b> whose performance has been especially meritorious beyond that which may reasonably be expected of a normally well-qualified staff member, and whose conduct has been satisfactory, may be granted one, or exceptionally two, extra within-grade steps. Such increase shall not affect the staff member's eligibility for normal within-grade increases up to the normal maximum step in the grade</p> <p>555.2 A staff member <b>holding a fixed term or continuing appointment</b> whose service with the Bureau commenced prior to 1 March 1993 shall qualify, with effect from 1 February 1994, for only one increase under Rule 555.1 during the remaining service in the Bureau. Such increase shall be granted upon completion of either 20 or 25 or 30 years of satisfactory service, whichever occurs first after 1 February 1994. Satisfactory service with the World Health Organization shall be included if credited under Rule 480.1.4.</p>
<p>560. PROMOTION (see Staff Regulation 4.4)</p> <p>560.1 Promotion is the advancement of a staff member to a post of higher grade, as a result either of the reclassification of the post he occupies</p>	<p>560. PROMOTION (see Staff Regulation 4.4)</p> <p>560.1 Promotion is the advancement of a staff member <b>holding a fixed term or continuing appointment</b> to a post of higher grade, as a result either</p>

PRESENT TEXT	PROPOSED TEXT
<p>or of reassignment to a different post.</p> <p>560.2 Subject to Rule 560.3, a staff member shall be entitled to the promotion resulting from a reclassification of the post he or she occupies if he or she has the necessary qualifications and his or her performance and conduct have been satisfactory.</p> <p>560.3 If an occupied post is reclassified from the general service category to the professional category or by more than one grade within the same category, the post shall be announced to the staff and selection for that post shall be on a competitive basis. In such cases, the incumbent of the reclassified post may be granted extra pay as of the fourth consecutive month following the effective date of the reclassification, in accordance with the provisions of Rule 320.5.</p>	<p>of the reclassification of the post he occupies or of reassignment to a different post.</p> <p>560.2 Subject to Rule 560.3, a staff member <b>holding a fixed term or continuing appointment</b> shall be entitled to the promotion resulting from a reclassification of the post he or she occupies if he or she has the necessary qualifications and his or her performance and conduct have been satisfactory.</p> <p>560.3 If an occupied post is reclassified from the general service category to the professional category or by more than one grade within the same category, the post shall be announced to the staff and selection for that post shall be on a competitive basis. In such cases, the incumbent of the reclassified post may be granted extra pay as of the fourth consecutive month following the effective date of the reclassification, in accordance with the provisions of Rule 320.5, <b>if he or she holds a fixed term or continuing appointment.</b></p>
<p>565. REASSIGNMENT</p> <p>565.1 A reassignment is any formal movement of an individual from one post to another. It may involve a change in title, grade, duties, salary, post adjustment or official station, or a combination of these changes.</p> <p>565.2 A staff member may be reassigned whenever it is in the interest of the Bureau to do so. A staff member may at any time request consideration for a reassignment in his own interest.</p> <p>565.3 So far as practicable, vacancies in posts in the professional category and above shall be filled by the reassignment of staff members between the different activities and offices of the Bureau in the interest of developing a versatile career staff. In accepting appointment, a staff member accepts the applicability of this policy to himself.</p>	<p>565. REASSIGNMENT</p> <p>565.1 A reassignment is any formal movement of <del>an individual</del> <b>a staff member holding a fixed term or continuing appointment</b> from one post to another. It may involve a change in title, grade, duties, salary, post adjustment or official station, or a combination of these changes.</p> <p>565.2 A staff member <b>holding a fixed term or continuing appointment</b> may be reassigned whenever it is in the interest of the Bureau to do so <b>and</b> : <del>A staff member</del> may at any time request consideration for a reassignment in <b>his or her</b> own interest.</p> <p>565.3 So far as practicable, vacancies in posts in the professional category and above shall be filled by the reassignment <del>of staff members between the different activities and offices of the Bureau</del> in the interest of developing a versatile career staff. In accepting appointment, a staff member <b>holding a fixed term or continuing appointment</b> accepts the applicability of this policy to himself.</p>
<p>570. REDUCTION IN GRADE</p> <p>570.1 The grade of staff members may be reduced as a consequence of reclassification of the post occupied or reassignment to a different post of</p>	<p>570. REDUCTION IN GRADE</p> <p>570.1 The grade of <b>a</b> staff members <b>holding a fixed term or continuing appointment</b> may be reduced as a consequence of reclassification of the post</p>

PRESENT TEXT	PROPOSED TEXT
<p>lower grade. The latter may result:</p> <p>...</p> <p>630. ANNUAL LEAVE</p> <p>...</p> <p>630.3 Annual leave accrues to all staff members except:</p> <p>630.3.1 to those appointed on a "when actually employed" basis;</p> <p>630.3.2 to holders of temporary appointments, as defined in Rule 420.3, engaged on a daily basis;</p> <p>630.3.3 to consultants appointed under Rule 1310 who are governed, instead, by the conditions established for them;</p> <p>630.3.4 to those on leave without pay under Rule 655.1 in excess of 30 days;</p> <p>630.3.5 to those on special leave under insurance coverage in excess of 30 days.</p> <p>630.3.6 when otherwise specified in the Rules.</p> <p>630.4 Annual leave may be taken in units of one hour.</p> <p>...</p> <p>640. HOME LEAVE</p> <p>640.1 Home leave is provided so that a staff member who is residing outside the country of his or her recognized place of residence may spend a reasonable period of leave in his or her home country (or in another country, as provided for in Rule 640.5.2) with a view to maintaining effective association with its culture, with family, and with national, professional or other interests.</p> <p>640.2 The date of eligibility for home leave shall be the date on which the staff member has completed 24 months of qualifying service, except at</p>	<p>occupied or reassignment to a different post of a lower grade. The latter may result:</p> <p>...</p> <p>630. ANNUAL LEAVE</p> <p>...</p> <p>630.3 Annual leave accrues to all staff members except:</p> <p>630.3.1 to those appointed on a "when actually employed" basis;</p> <p>630.3.2 to holders of temporary appointments, as defined in Rule 420.3-4, engaged on a daily basis;</p> <p>630.3.3 [DELETED]</p> <p>630.3.4 to those on leave without pay under Rule 655.1 in excess of 30 days;</p> <p>630.3.5 to those on special leave under insurance coverage in excess of 30 days.</p> <p>630.3.6 5 when otherwise specified in the Rules.</p> <p>630.4 Annual leave <del>may</del> <b>must</b> be taken in units of one hour.</p> <p>...</p> <p>640. HOME LEAVE</p> <p>640.1 Home leave is <del>provided</del> <b>granted</b> so that a staff member <b>who</b> is serving and residing outside the country of his or her recognized place of residence, <b>and his or her spouse and eligible children</b>, may spend a reasonable period of <b>annual</b> leave in <del>his or her</del> <b>the staff member's</b> home country (<del>or in another country, as provided for in Rule 640.5.2</del>) with a view to maintaining effective association with its culture, with family, and with national, professional or other interests. <b>Staff members may exercise home leave travel in a country other than that of their recognized place of residence under conditions established by the Bureau.</b></p> <p><b>640.2 Home leave consists of:</b></p> <p><b>640.2.1 round trip transportation paid by the Organization to</b></p>
<p>640.2 The date of eligibility for home leave shall be the date on which the staff member has completed 24 months of qualifying service, except at</p>	<p>640.2 Home leave consists of:</p> <p>640.2.1 round trip transportation paid by the Organization to</p>

PRESENT TEXT	PROPOSED TEXT
<p>those official stations designated by the Director as having difficult conditions of life and work. At the designated official stations, the date of eligibility shall be the date on which the staff member has completed 12 months of qualifying service; however, the date may be determined according to criteria established by the Director in cases of reassignment or reclassification of official stations. All official stations are classified for this purpose, according to their home leave cycle, as "24-month stations" or "12-month stations."</p> <p>640.3 Staff members are eligible for home leave when:</p> <p>640.3.1 they are serving and residing outside the country of their recognized place of residence as established under Rule 460; and</p> <p>640.3.2 their service is expected to continue at least six months beyond the date of return from home leave or six months beyond the date of eligibility for home leave, whichever is later; and</p>	<p><b>either a staff member's normal place of residence or to an approved alternate destination, whichever is less; and</b></p> <p><b>640.2.2. an annual leave credit given by the Organization to a staff member, which is equal to the round trip travel time needed to reach the staff member's normal place of residence or approved alternate destination and to return to his or her duty station. In no instance may annual leave credit for travel to an alternate destination exceed the credit that would have been given had the staff member traveled to his or her normal place of residence.</b></p> <p><b>640.3 As a condition for the payment of travel, the staff member, his or her spouse and eligible children must spend at least one week in the country where the leave is exercised.</b></p> <p>640.4 The date of eligibility for home leave shall be the date on which the staff member has completed 24 months of qualifying service, except at those official stations designated by the Director as having difficult conditions of life and work. At the designated official stations, the date of eligibility shall be the date on which the staff member has completed 12 months of qualifying service; however, the date may be determined according to criteria established by the Director in cases of reassignment or reclassification of official stations. All official stations are classified for this purpose, according to their home leave cycle, as "24-month stations" or "12-month stations."</p> <p><b>640.3-5 Internationally-recruited staff members holding fixed term or continuing appointments</b> are eligible for home leave when:</p> <p>640.3-5.1 they are serving and residing outside the country of their recognized place of residence as established under Rule 460; and</p> <p><b>640.3-5.2 if the staff member is assigned to a 24-month official station, their service is expected to continue at least six months beyond the date of return from home leave or six months beyond the date of eligibility for home leave, whichever is later; and or, if the staff member is assigned to a 12-month official station, their service is expected to continue at least three months beyond the date of return from home leave or three months beyond the date of eligibility for home leave, whichever is later; and</b></p>

PRESENT TEXT	PROPOSED TEXT												
<p>640.3.3 they are not locally recruited under Rule 1310, do not hold a temporary appointment as defined in Rule 420.3 and are not appointed as a consultant under Rule 1330; and</p> <p>640.3.4 they have met the requirements for qualifying service under Rule 640.4.</p> <p>640.4 Qualifying service under this rule consists of continuous service for the Bureau at official stations outside the country of the staff member's recognized place of residence, but does not include periods of sick leave under insurance cover in excess of 30 days or leave without pay in excess of 30 days.</p> <p>640.5 Home leave consists of travel time without charge to the staff member's annual leave with return transportation paid by the Bureau for the staff member, his spouse and eligible children, up to the cost of travel between the official station and the staff member's recognized place of residence. Travel shall be authorized as follows:</p> <p>640.5.1 at 24-month stations, travel shall be between the official station and the staff member's recognized place of residence or another place in the same country; as a condition for the payment of travel the staff member, his spouse and eligible children must spend at least one week in that country;</p> <p>640.5.2 at 12-month stations, travel shall be as under Rule 640.5.1, except that every second travel may be between the official station and a country other than that of the recognized place of residence, in which case a reasonable period of time must be spent away from the official station.</p> <p>640.6 Home leave may be granted subject to the following conditions:</p> <p>640.6.1 the date of departure on home leave may be at any time during the eligibility period specified below:</p> <table border="1" data-bbox="1239 1083 1396 1787"> <thead> <tr> <th>Official station</th> <th>Eligibility period</th> </tr> </thead> <tbody> <tr> <td>24-month</td> <td>6 months before and after eligibility date</td> </tr> <tr> <td>12-month</td> <td>3 months before and after eligibility date</td> </tr> </tbody> </table>	Official station	Eligibility period	24-month	6 months before and after eligibility date	12-month	3 months before and after eligibility date	<p><del>640.3.3 they are not locally recruited under Rule 1310 do not hold a temporary appointment as defined in Rule 420.3 and are not appointed as a consultant under Rule 1330; and</del></p> <p>640.3.4 <del>5.3</del> they have met the requirements for qualifying service under Rule 640.4.</p> <p>640.4 <del>6</del> Qualifying service under this rule consists of continuous service for the Bureau at official stations outside the country of the staff member's recognized place of residence, but does not include periods of sick leave under insurance cover in excess of 30 days or leave without pay in excess of 30 days.</p> <p>640.5 [DELETED]</p> <p>640.6 <del>7</del> Home leave may be granted subject to the following conditions:</p> <p>640.6-<del>7</del>.1 the date of departure on home leave may be at any time during the eligibility period specified below:</p> <table border="1" data-bbox="1239 275 1396 961"> <thead> <tr> <th>Official station</th> <th>Eligibility period</th> </tr> </thead> <tbody> <tr> <td>24-month</td> <td>6 months before and after eligibility date</td> </tr> <tr> <td>12-month</td> <td>3 months before and after eligibility date</td> </tr> </tbody> </table>	Official station	Eligibility period	24-month	6 months before and after eligibility date	12-month	3 months before and after eligibility date
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PRESENT TEXT	PROPOSED TEXT
<p>When the date of departure is after the end of the eligibility period, qualifying service towards the next home leave shall accrue from the date of departure, unless the leave has been postponed at the request of the Bureau;</p> <p>640.6.2 in exceptional circumstances, home leave may be advanced, provided there has been a minimum period of qualifying service as defined by the Director;</p> <p>640.6.3 travel of the spouse and eligible children on home leave shall normally take place at the same time as the travel of the staff member;</p> <p>640.6.4 the spouse and eligible children must remain at the official station for a least six months after return from home leave;</p> <p>640.6.5 the timing of the home leave must be reasonable in relation to other authorized travel of the staff member, spouse or children, and in relation to the exigencies of service.</p> <p>...</p>	<p>When the date of departure is after the end of the eligibility period, qualifying service towards the next home leave shall accrue from the date of departure, unless the leave has been postponed at the request of the Bureau;</p> <p>640.6.7.2 in exceptional circumstances, home leave may be advanced, provided there has been a minimum period of qualifying service as defined by the Director;</p> <p>640.6.3 [DELETED]</p> <p>640.6.4 7.3 the spouse and eligible children must remain at the official station for a least six months after return from home leave; <b>if the staff member is assigned to a 24-month official station, or for at least three months if the staff member is assigned to a 12-month official station;</b></p> <p>640.6.5 7.4 the timing of the home leave must be reasonable in relation to other authorized travel of the staff member, spouse or children, and in relation to the exigencies of service.</p> <p>...</p>
<p>650. SPECIAL LEAVE</p> <p>Special leave with full, partial or no pay may be granted for training or research in the interest of the Bureau or for other valid reasons, including the death of an immediate family member or the adoption of a child under conditions determined by the Director. The Director may, at his or her initiative, place a staff member on special leave with full pay if he or she considers such leave to be in the interest of the Organization. Normally, such leave shall not be granted until all accrued annual leave has been exhausted and normally shall not exceed one year in duration. Periods of special leave shall be credited for all purposes except as otherwise specified in the Rules.</p>	<p>650. SPECIAL LEAVE</p> <p>Special leave with full, partial or no pay may be granted <b>at the request of a staff member for such period and under such conditions as the Bureau may prescribe. This special leave may be granted</b> for training or research in the interest of the Bureau or for other <del>valid</del> <b>important</b> reasons, including <b>but not limited to child care, serious illness of a family member, or the death of an immediate family member or the adoption of a child under conditions determined by the Director.</b> The Director may, at his or her initiative, place a staff member on special leave with full pay if he or she considers such leave to be in the interest of the Organization. Normally, such leave shall not be granted until all accrued annual leave has been exhausted, <b>except in the cases of special leave to care for a child, serious illness of a family member or death of an immediate family member and normally shall not exceed one year in duration. Continuity of service shall not be broken during p</b>Periods of special leave, <b>which</b> shall be credited for all purposes except as otherwise specified in the Rules.</p>

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<p>655. LEAVE WITHOUT PAY</p> <p>655.1 Leave without pay may be granted, for a period normally not in excess of one year, for purposes normally covered by sick or annual leave when that leave has been exhausted.</p> <p>655.2 During any leave without pay under Rule 655.1 the following conditions shall apply:</p> <p>655.2.1 cover under any insurance provided by these Rules shall cease unless the staff member pays both his and the Bureau's contributions under the appropriate insurance plans;</p> <p>655.2.2 no credit shall accrue for purposes of pensionable service time unless the staff member pays both his own and the Bureau's contributions to the Pension Fund;</p> <p>655.2.3 no service credit shall accrue for the purposes of annual leave, a within-grade increase, completion of probation, repatriation grant, termination indemnity, home leave, meritorious increases under Rule 555.2, and end-of-service grant. Periods of leave without pay of 30 calendar days or less shall not affect the ordinary rates of accrual.</p> <p>655.2.4 if the duration of the leave without pay is more than one third of the scholastic year of a child for whom the staff member is eligible to receive an education grant, the amount of the grant shall be reduced proportionally and the child's travel shall not be paid.</p>	<p>655. LEAVE WITHOUT PAY</p> <p>655.1 Leave without pay, <b>except as provided in Rule 655.3</b>, may be granted, for a period normally not in excess of one year, for purposes normally covered by sick or annual leave when that leave has been exhausted.</p> <p>655.2 [NO CHANGE]</p> <p>[NEW RULE]</p> <p><b>655.3 The Director may authorize leave without pay for pension purposes for staff who are within two years of reaching age 55 and 25 years of contributory service, or who are over that age and within two years of reaching 25 years of contributory service.</b></p>
<p>660. LEAVE FOR MILITARY TRAINING OR SERVICE</p> <p>660.1 Upon application, staff members, except those holding temporary appointments as defined in Rule 420.3 or consultants</p>	<p>660. LEAVE FOR MILITARY TRAINING OR SERVICE</p> <p>660.1 Upon application, staff members, except those holding</p>

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<p>appointed under Rule 1330, may be granted leave of absence for military training or service required by their government for a period not exceeding one year in the first instance but subject to extension on request. At the staff members' option, such absence shall be charged as either leave without pay or as annual leave to the extent thereafter to leave without pay. During any period of leave without pay for this purpose the provisions of Rule 655.2 shall apply.</p> <p>...</p> <p>740. SICK LEAVE</p> <p>740.1 Staff members, except those engaged on a "when-actually-employed" basis and those excluded under the provisions of Rules 1320 and 1330, who are unable to perform their duties because of illness or injury, or whose attendance is prevented by public health requirements, may be granted sick leave with pay in the following amounts:</p> <p>740.1.1 a staff member holding an appointment of one year's duration or more may be granted up to six months' sick leave with full pay in any period of 12 consecutive months, provided that the total of all absences on account of sick leave shall not exceed nine months in any four-year period (See also Rules 655.1 and 750.1);</p> <p>740.1.2 in exceptional cases the Director may, in addition, grant special leave under Rule 650 with half pay to such staff up to a maximum of nine months in any period of special leave with half pay, the staff member and the Bureau shall continue to make their contributions to the Staff Pension Fund and the Staff Health Insurance, calculated on the basis of the staff member's full salary;</p> <p>740.1.3 a staff member who has exhausted all his entitlements to sick leave and who is not entitled to receive salary benefits under the Bureau's accident and illness policy, shall first use up in full his annual leave entitlements before he can be considered for leave without pay under Rule 655 or special leave with pay under Rule 740.1.2;</p>	<p>temporary appointments as defined in Rule 420.3.4 <del>or consultants appointed under Rule 1330</del>, may be granted leave of absence for <b>a period of up to the full duration of the</b> military training or service required by their government <del>for a period not exceeding one year in the first instance but subject to extension on request</del>. At the staff members' option, such absence shall be charged as either leave without pay or as annual leave to the extent accrued and thereafter to leave without pay. During any period of leave without pay for this purpose the provisions of Rule 655.2 shall apply.</p> <p>...</p> <p>740. SICK LEAVE</p> <p>740.1 Staff members, except those engaged on a "when-actually-employed" basis and those excluded under <del>the provisions of</del> Rules 1320 <del>and 1330</del>, who are unable to perform their duties because of illness or injury, or whose attendance is prevented by public health requirements, may be granted sick leave with pay in the following amounts:</p> <p>740.1.1 a staff member holding <del>an</del> <b>a fixed-term or continuing</b> appointment of one year's duration or more may be granted up to six months' sick leave with full pay in any period of 12 consecutive months, provided that the total of all absences on account of sick leave shall not exceed nine months in any four-year period (See also Rules 655.1 and 750.1);</p> <p>740.1.2 in exceptional cases the Director may, in addition <b>to the leave specified in 740.1.1</b>, grant special leave under Rule 650 with half pay to such staff up to a maximum of nine months in any four-year period. During a period of special leave with half pay, the staff member and the Bureau shall continue to make their contributions to the Staff Pension Fund and the Staff Health Insurance, calculated on the basis of the staff member's full salary;</p> <p>740.1.3 a staff member who has exhausted all his entitlements to sick leave and who is not entitled to receive salary benefits under the Bureau's accident and illness policy, shall first use up in full his annual leave entitlements before he can be considered for leave without pay under Rule 655 or special leave with pay under Rule 740.1.2;</p>

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<p>740.1.4 a staff member appointed for a period of less than one year and paid on a monthly basis may be granted sick leave proportionate to the duration of the appointment.</p> <p>740.2 Any absence of more than three consecutive working days which is to be charged as sick leave must be based on a certificate from a duly recognized medical practitioner:</p> <p>740.2.1 stating that the staff member is unable to perform his or her duties;</p> <p>740.2.2 presenting a diagnosis; and</p> <p>740.2.3 indicating the probable duration of the illness.</p> <p>740.3 Not more than seven working days of uncertified absences within one calendar year shall be charged as sick leave. Part or all of this uncertified sick leave may be granted to attend to serious family-related emergencies, other than the death of an immediate family member, in which case the certification requirement in respect of three consecutive working days shall not apply.</p>	<p>740.1.4 a staff member <b>holding a temporary appointment appointed for a period of less than one year</b> and paid on a monthly basis may be granted sick leave proportionate to the duration of the appointment.</p> <p>740.2 [NO CHANGE]</p> <p>740.3 Not more than seven working days of uncertified absences within one calendar year shall be charged as sick leave. Part or all of this uncertified sick leave may be granted to attend to serious family-related emergencies; <del>other than the death of an immediate family member</del>, in which case the certification requirement in respect of three consecutive working days shall not apply.</p>
<p>760. MATERNITY LEAVE AND PATERNITY LEAVE</p> <p>760.1 Staff members other than consultants appointed under Rule 1330 shall be entitled to maternity leave and paternity leave, subject to the conditions specified in this Rule.</p> <p>760.2 Maternity leave for staff holding an appointment of one year or more.</p> <p>Staff members are entitled to 16 weeks of maternity leave. This leave shall commence within six weeks of the staff member's due date based on a certificate from a duly-recognized medical practitioner or midwife indicating the expected date of birth. Maternity leave may not commence less than two weeks before the expected due date and shall not terminate less than 10 weeks after the actual date of birth. The leave is paid with full salary and allowances.</p> <p>760.3 Maternity leave for staff holding temporary appointments.</p>	<p>760. MATERNITY LEAVE AND PATERNITY LEAVE</p> <p>760.1 Staff members <del>other than consultants appointed under Rule 1330</del> shall be entitled to maternity leave and paternity leave, subject to the conditions specified in this Rule.</p> <p>760.2 Maternity leave for staff holding <b>a fixed-term or continuing</b> <del>##</del> appointment <del>of one year or more</del>;</p> <p>Staff members are entitled to 16 weeks of maternity leave <b>except that in the case of multiple births, maternity leave shall extend for a period of 20 weeks from the time it is granted</b>. This leave shall commence within six weeks of the staff member's due date based on a certificate from a duly-recognized medical practitioner or midwife indicating the expected date of birth. Maternity leave may not commence less than two weeks before the expected due date and shall not terminate less than 10 weeks after the actual date of birth. The leave is paid with full salary and allowances.</p> <p>760.3 Maternity leave for staff holding temporary appointments:</p>

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<p>For a staff member holding a temporary appointment as defined in Rule 420.3, maternity leave shall be granted under conditions established by the Bureau.</p> <p>760.4 A nursing mother shall be allowed nursing leave of sufficient time each day to nurse her child until the child reaches the age of two years.</p> <p>760.5 Where both parents of a newborn child are staff members of the Pan American Sanitary Bureau, any unused portion of maternity leave to which the mother would otherwise have been entitled under Rule 760.2 may be used by the father of the child, under conditions established by the Bureau.</p> <p>760.6 Paternity leave</p> <p>Upon presentation of satisfactory evidence of the birth of his child, a staff member, except those holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, shall be entitled to four weeks of paternity leave or, in exceptional circumstances, to eight weeks of such leave. Internationally-recruited staff members serving at a non-family duty station are entitled to eight weeks of paternity leave. Paternity leave must be exhausted within 12 months from the date of the child's birth.</p>	<p>For a staff member holding a temporary appointment as defined in Rule <del>member's</del> child, <del>a</del> <b>the</b> staff member – <b>other than one</b>, <del>except these</del> holding 420.3 <del>4</del>, maternity leave shall be granted under conditions established by the Bureau.</p> <p>760.4 A nursing mother shall be allowed nursing leave of sufficient time each day to nurse her child until the child reaches the age of two years.</p> <p>760.5 Where both parents of a newborn child are staff members of the Pan American Sanitary Bureau, any unused portion of maternity leave to which the mother would otherwise have been entitled under Rule 760.2 may be used by the <del>father</del> <b>other parent</b> of the child, under conditions established by the Bureau.</p> <p>[NEW RULE]</p> <p><del>760.6-3</del> Paternity leave</p> <p>Upon presentation of satisfactory evidence of the birth of <del>his</del> <b>a staff a</b> temporary appointments-as defined in Rule 420.3 <del>4</del> <del>et-consultants-appointed</del> <del>under Rule-1330</del> -- shall be entitled to four weeks of paternity leave or, in exceptional circumstances, to eight weeks of such leave. Internationally-recruited staff members serving at a non-family duty station are entitled to eight weeks of paternity leave. Paternity leave must be exhausted within 12 months from the date of the child's birth.</p> <p>[NEW RULE]</p> <p><b>765. ADOPTION LEAVE</b></p> <p><b>Subject to conditions established by the Bureau, and upon presentation of satisfactory evidence of the adoption of a child, a staff member shall be entitled to adoption leave for a total period of eight weeks.</b></p>
<p>810. TRAVEL OF STAFF MEMBERS</p> <p>The Bureau shall pay the travel expenses of a staff member as follows:</p>	<p>810. TRAVEL OF STAFF MEMBERS</p> <p>The Bureau shall pay the travel expenses of a staff member as follows:</p>

PRESENT TEXT	PROPOSED TEXT
<p>810.1 on appointment, from the recognized place of residence to the official station or, at the option of the Bureau, from the place of recruitment if different;</p> <p>810.2 on change of official station;</p> <p>810.3 on official business;</p> <p>810.4 on home leave;</p> <p>810.5 Once in each interval between home leave eligibility dates (or once during an appointment of equivalent duration) from the official station to the place where the staff member's spouse and children, as defined in Rule 820.1, are residing, and return to the official station, provided that:</p> <p>810.5.1 the staff member has waived his entitlements to the travel of his spouse and children under Rules 820 and 825, except for education grant travel under Rules 820.2.5.2 and 820.2.5.3;</p> <p>810.5.2 his assignment is to continue for at least six months after his return;</p> <p>810.5.3 the cost to the Bureau shall not in any case exceed that of travel from the official station to the staff member's recognized place of residence;</p> <p>810.5.4 there is a reasonable interval between this travel and travel on home leave (see also Rule 640.6.5);</p> <p>...</p>	<p>810.1 on appointment, from the recognized place of residence to the official station or, at the option of the Bureau, from the place of recruitment if different;</p> <p>810.2 on change of official station;</p> <p>810.3 on official business;</p> <p>810.4 on home leave, <b>if entitled under Rule 640;</b></p> <p>810.5 Once in each interval between home leave eligibility dates (or once during an appointment of equivalent duration) from the official station to the place where the staff member's spouse and children, as defined in Rule 820.1, are residing, and return to the official station, provided that:</p> <p>810.5.1 the staff member has waived his entitlements to the travel of his spouse and children under Rules 820 and 825, except for education grant travel under Rules 820.2.5.2 and 820.2.5.3;</p> <p>810.5.2 his assignment is to continue for at least six months after his return <b>if the staff member is assigned to a 24-month official station or for at least three months if the staff member is assigned to a 12-month duty station;</b></p> <p>810.5.3 the cost to the Bureau shall not in any case exceed that of travel from the official station to the staff member's recognized place of residence;</p> <p>810.5.4 there is a reasonable interval between this travel and travel on home leave (see also Rule 640.6.5<del>4</del>);</p> <p>...</p>
<p>820. TRAVEL OF SPOUSE AND CHILDREN</p> <p>820.2 Except for staff members holding temporary appointments as defined in Rule 420.3 or consultants appointed under Rule 1330, the Bureau shall pay the travel expenses of a</p>	<p>820. TRAVEL OF SPOUSE AND CHILDREN</p> <p>820.2 Except for staff members holding temporary appointments as defined in Rule 420.3 <del>4</del> <del>or consultants appointed under Rule 1330</del>, the Bureau shall pay the travel expenses of a staff member's</p>

PRESENT TEXT	PROPOSED TEXT
<p>staff member's spouse and dependant children as defined in Rule 820.1 under the following circumstances:</p> <p>...</p> <p>820.2.5 for a child for whom there is an entitlement to an education grant under Rule 350 for study outside the commuting distance of the official station, provided Rule 655.2.4 does not apply:</p> <p>820.2.5.1 one-way passage from the official station or elsewhere to the place of study to enter school for the first time; where the child has been resident with the staff member at the official station, the cost to the Bureau is limited to that of travel from the official station to the staff member's recognized place of residence; where the child has not joined the staff member at his official station, the cost to the Bureau is limited to that of travel from the official station to the staff member's recognized place of residence to the official station;</p> <p>820.2.5.2 one round trip each scholastic year between the place of study and the official station if:</p> <ol style="list-style-type: none"> <li>1) the duration of the child's visit to the parents is reasonable in relation to the amount of travel expenses borne by the Bureau;</li> <li>2) the travel expenses to be borne by the Bureau do not exceed the cost of round-trip travel between the official station and the staff member's recognized place of residence;</li> <li>3) the timing of the child's journey is reasonable in relation to other authorized travel of the staff member, spouse, or children;</li> </ol> <p>...</p> <p>825. SPECIAL EDUCATION GRANT TRAVEL</p> <p>The Bureau shall, in accordance with established terms and conditions,</p>	<p>spouse and dependant children as defined in Rule 820.1 under the following circumstances:</p> <p>...</p> <p>820.2.5 for a child for whom there is an entitlement to an education grant under Rule 350 for study outside the commuting distance of the official station, provided Rule 655.2.4 does not apply:</p> <p>820.2.5.1 one-way passage from the official station or elsewhere to the place of study to enter school for the first time; where the child has been resident with the staff member at the official station, the cost to the Bureau is limited to that of travel from the official station to the staff member's recognized place of residence; where the child has not joined the staff member at his official station, the cost to the Bureau is limited to that of travel from the official station to the staff member's recognized place of residence to the official station;</p> <p>820.2.5.2 one round trip each scholastic year between the place of study and the official station if:</p> <ol style="list-style-type: none"> <li>1) the duration of the child's visit to the parents is reasonable in relation to the amount of travel expenses borne by the Bureau;</li> <li>2) the travel expenses to be borne by the Bureau do not exceed the cost of round-trip travel between the official station and the staff member's recognized place of residence <b>or the destination of the travel, whichever is less;</b></li> <li>3) the timing of the child's journey is reasonable in relation to other authorized travel of the staff member, spouse, or children;</li> </ol> <p>...</p> <p>825. SPECIAL EDUCATION GRANT TRAVEL</p> <p>The Bureau shall, in accordance with established terms and conditions, pay</p>

PRESENT TEXT	PROPOSED TEXT
<p>pay travel expenses of a staff member's dependant child in respect of whom the staff member is entitled to the special education grant under Rule 355. In this case, the provisions for education grant travel under Rules 820.2.5.2. and 820.2.5.3. shall not apply, except for the round trips under Rules 820.2.5.2. and 820.2.5.3. The provisions of this Rule shall apply to professional and higher category staff not serving in the country of their recognized place of residence, and to staff referred to in Rule 1310.4 recruited outside the local area as well as outside the country of the official station. They shall not apply to other staff referred to in Rule 1310, nor to staff holding temporary appointments as defined in Rule 420.3 nor to consultants appointed under Rule 1330.</p>	<p>travel expenses of a staff member's dependant child in respect of whom the staff member is entitled to the special education grant under Rule 355. In this case, the provisions for education grant travel under Rule 820.2.5 shall not apply, except for the round trips under Rules 820.2.5.2. and 820.2.5.3. The provisions of this Rule shall apply to professional and higher category staff not serving in the country of their recognized place of residence, and to staff referred to in Rule 1310.4 recruited outside the local area as well as outside the country of the official station. They shall not apply to other staff referred to in Rule 1310 nor to staff holding temporary appointments as defined in Rule 420.3. <del>nor to consultants appointed under Rule 1330.</del></p>
<p>855. REMOVAL OF HOUSEHOLD GOODS</p> <p>855.1 On an R assignment (see Rule 510.2.1) a staff member appointed for a period of at least two years and whose recognized place of residence is other than and not in the area of his official station, shall be entitled to reimbursement, within established limits, for the expense of moving his household goods:</p> <p>855.1.1 on initial assignment to an official station if the R assignment is expected to last at least two years;</p> <p>855.1.2 on any subsequent change of official station if the new R assignment is expected to last at least two years;</p> <p>855.1.3 on separation, except as provided in Rule 1010.2.</p> <p>855.2 On an NR assignment (see Rule 510.2.2) a staff member is entitled to receive the mobility and hardship allowance in accordance with Rule 360 and an assignment grant under Rule 365 but is not entitled to the removal of household goods.</p> <p>855.3 If both spouses are staff members of international organizations applying the common system of salaries and allowances, the entitlement to the removal of household goods shall be governed by terms and conditions set forth in the WHO/PAHO Manual.</p>	<p>855. REMOVAL OF HOUSEHOLD GOODS</p> <p>855.1 On an R assignment (see Rule 510.2.1) a staff member <b>holding a fixed term or continuing appointment of at least two years</b> <del>for a period of at least two years</del> and whose recognized place of residence is other than and not in the area of his official station, shall be entitled to reimbursement, within established limits, for the expense of moving his household goods:</p> <p>855.1.1 on initial assignment to an official station if the R assignment is expected to last at least two years;</p> <p>855.1.2 on any subsequent change of official station if the new R assignment is expected to last at least two years;</p> <p>855.1.3 on separation, except as provided in Rule 1010.2.</p> <p>855.2 On an NR assignment (see Rule 510.2.2) a staff member <b>holding a fixed term or continuing appointment of at least two years</b> is entitled to receive the mobility and hardship allowance in accordance with Rule 360 and an assignment grant <del>under</del> <b>in accordance with</b> Rule 365 but is not entitled to the removal of household goods.</p> <p>855.3 If both spouses are staff members of international organizations applying the common system of salaries and allowances, the entitlement to the removal of household goods shall be governed by terms and conditions set forth in the WHO/PAHO Manual.</p>

PRESENT TEXT	PROPOSED TEXT
<p>1010. RESIGNATION</p> <p>...</p> <p>1010.3 A staff member resigning within six months from the date of return from travel on home leave or from the date of qualifying for it, whichever is the later, or from travel under Rule 810.5, forfeits entitlement to repatriation travel at the Bureau's expense for himself and family members who accompanied him on such travel. In case the staff member exercises his entitlement to repatriation travel at the Bureau's expense for himself and family members who accompanied him on such travel, he forfeits entitlement to repatriation travel within six months from the starting date of such travel, he forfeits entitlement to his repatriation travel at the Bureau's expense. Exceptions may be granted by the Director in case of resignation compelled by exceptional circumstances.</p>	<p>1010. RESIGNATION</p> <p>...</p> <p>1010.3 A staff member <b>assigned to a 24-month official station who resigns</b> <del>resigning</del> within six months from the date of return from travel on home leave or from the date of qualifying for <b>home leave</b>, whichever is the later, or from travel under Rule 810.5, forfeits entitlement to repatriation travel at the Bureau's expense for himself and family members who accompanied him on such travel. In case the staff member exercises his entitlement under Rule 820.2.6 and resigns within six months from the starting date of such travel, he forfeits entitlement to his repatriation travel at the Bureau's expense. Exceptions may be granted by the Director in case of resignation compelled by exceptional circumstances.</p> <p>[NEW RULE]</p> <p><b>1010.4 A staff member assigned to a 12-month official station who resigns within three months from the date of return from travel on home leave or from the date of qualifying for home leave, whichever is later, or from travel under Rule 810.5, forfeits entitlement to repatriation travel at the Organization's expense for himself and family members who accompanied him on such travel. In the event that the staff member exercises his entitlement under Rule 820.2.6 and resigns within three months from the starting date of such travel, he forfeits entitlement to his repatriation travel at the Organization's expense.</b></p>
<p>1030. TERMINATION FOR REASONS OF HEALTH</p> <p>1030.1 When, for reasons of health and on the advice of the Staff Physician, it is determined that a staff member is incapable of performing his current duties, his appointment shall be terminated.</p> <p>1030.2 Prior to such termination the following conditions must be fulfilled:</p>	<p>1030. TERMINATION FOR REASONS OF HEALTH</p> <p>1030.1 When, for reasons of health and on the advice of the Staff Physician, it is determined that a staff member is incapable of performing his current duties, his appointment shall be terminated.</p> <p>1030.2 Prior to such termination the following conditions must be fulfilled:</p>

PRESENT TEXT	PROPOSED TEXT
<p>1030.2.1 the medical condition must be assessed as of long duration or likely to recur frequently;</p> <p>1030.2.2 reassignment possibilities for staff members holding service or fixed-term appointments shall be explored and an offer made if this is feasible;</p> <p>1030.2.3 participants in the Pension Fund shall have their pension rights determined.</p> <p>1030.3 A staff member whose appointment is terminated under this Rule:</p> <p>1030.3.1 shall be given three months' notice if serving on a service or fixed-term appointment and one month's notice if serving on a temporary appointment;</p> <p>...</p> <p>1040. COMPLETION OF APPOINTMENTS</p> <p>In the absence of any offer and acceptance of extension, fixed-term and temporary appointments shall expire automatically on the completion of the agreed period of service. Where it has been decided not to offer an extension of appointment to a staff member holding a fixed-term appointment, the staff member shall be given three month's notice. At the discretion of the Bureau, payment in lieu of notice may be given to the staff member. A staff member who does not wish to be considered for reappointment shall also give notice of his or her intention within the minimum period specified above.</p>	<p>1030.2.1 the medical condition must be assessed as of long duration or likely to recur frequently;</p> <p>1030.2.2 reassignment possibilities for staff members holding <del>service</del> of fixed-term <b>or continuing</b> appointments shall be explored and an offer made if this is feasible;</p> <p>1030.2.3 participants in the Pension Fund shall have their pension rights determined.</p> <p>1030.3 A staff member whose appointment is terminated under this Rule:</p> <p>1030.3.1 shall be given three months' notice if serving on a <del>service</del> of fixed-term <b>or continuing</b> appointment and one month's notice if serving on a temporary appointment;</p> <p>...</p> <p>1040. COMPLETION OF APPOINTMENTS</p> <p><b>1040.1</b> In the absence of any offer and acceptance of extension, fixed-term and temporary appointments shall expire automatically on the completion of the agreed period of service.</p> <p>[NEW RULE]</p> <p><b>1040.2</b> Where it has been decided not to offer an extension of appointment to a staff member holding a fixed-term appointment, the staff member shall be given three month's notice. <b>Where it has been decided not to offer an extension of appointment to a staff member holding a temporary appointment, the staff member shall be notified normally no less than one month before the expiry of the appointment. Such notice shall not be required in the case of a staff member holding atemporary appointment who has reached the maximum duration of uninterrupted service under consecutive temporary appointments as defined in Rule 420.4.</b></p>

PRESENT TEXT	PROPOSED TEXT
<p>1050. ABOLITION OF POST</p> <p>1050.1 The fixed-term appointment of a staff member engaged on a post of limited duration may be terminated prior to its expiration date if that post is abolished.</p> <p>1050.2 When a post of indefinite duration -- or any post held by a staff member with a service appointment <u>1/</u> -- is abolished, reasonable efforts shall be made to reassign the staff member occupying that post, in accordance with established procedures, and based upon the following principles:</p> <p>...</p> <p>1050.3 Termination under this Rule shall require the giving of at least three months' notice to a staff member holding a service appointment or a non-probationary fixed term appointment and at least one month's notice to any other staff member.</p> <p>1050.4 Staff members whose appointments are terminated under this Rule shall be paid an indemnity in accordance with the following schedule and with due regard to Rule 380.2:</p>	<p>[NEW RULE]</p> <p><b>1040.3</b> At the discretion of the Bureau, payment in lieu of <b>the</b> notice <b>period prescribed in Rule 1040.2</b> may be given to <b>a</b> the staff member. <b>Eligible</b> A-staff members who does not wish to be considered for reappointment shall also give notice of <del>his or her</del> <b>their</b> intention within the minimum period specified above.</p> <p>[NEW RULE]</p> <p><b>1040.4</b> <b>When a fixed-term or temporary appointment is due to expire during a period of maternity leave, paternity leave where applicable, or adoption leave, the appointment may be extended for a period determined, and under conditions established by the Bureau.</b></p>
<p>1050. ABOLITION OF POST</p> <p>1050.1 The fixed-term appointment of a staff member engaged on a post of limited duration may be terminated prior to its expiration date if that post is abolished.</p> <p>1050.2 When a post of indefinite duration -- or any post held by a staff member with a <del>service</del> <b>continuing</b> appointment <u>1/</u> -- is abolished, reasonable efforts shall be made to reassign the staff member occupying that post, in accordance with established procedures, and based upon the following principles:</p> <p>...</p> <p>1050.3 Termination under this Rule shall require the giving of at least three months' notice to a staff member holding a <del>service</del> <b>continuing</b> appointment or a non-probationary fixed term appointment and at least one month's notice to any other staff member.</p> <p>1050.4 Staff members whose appointments are terminated under this Rule shall be paid an indemnity in accordance with the following schedule and with due regard to Rule 380.2:</p>	<p>1050. ABOLITION OF POST</p> <p>1050.1 The fixed-term appointment of a staff member engaged on a post of limited duration may be terminated prior to its expiration date if that post is abolished.</p> <p>1050.2 When a post of indefinite duration -- or any post held by a staff member with a <del>service</del> <b>continuing</b> appointment <u>1/</u> -- is abolished, reasonable efforts shall be made to reassign the staff member occupying that post, in accordance with established procedures, and based upon the following principles:</p> <p>...</p> <p>1050.3 Termination under this Rule shall require the giving of at least three months' notice to a staff member holding a <del>service</del> <b>continuing</b> appointment or a non-probationary fixed term appointment and at least one month's notice to any other staff member.</p> <p>1050.4 Staff members whose appointments are terminated under this Rule shall be paid an indemnity in accordance with the following schedule and with due regard to Rule 380.2:</p>

PRESENT TEXT

Indemnity (Terminal remuneration)		
Years of service	Staff holding service appointments	Staff holding fixed-term appointments
Less than 1	Not applicable	One week per unexpired month of contract, subject to a minimum of 6 weeks and a maximum of 3 months
1		
2		
3		
4		
5	Not applicable	4 months
6		5 months
7		6 months
8		7 months
9		8 months
10		9 months
11		9.5 months
12		10 months
13		10.5 months
14		11 months
15 or more	11.5 months	
	12 months	

...

1/ In this Rule, references to staff members holding service appointments shall be interpreted to include staff members holding career-service appointments.

PROPOSED TEXT

Indemnity (Terminal remuneration)		
Years of service	Staff holding service <del>continuing</del> appointments	Staff holding fixed-term appointments
Less than 1	Not applicable	One week per unexpired month of contract, subject to a minimum of 6 weeks and a maximum of 3 months
1		
2		
3		
4		
5	Not applicable	4 months
6		5 months
7		6 months
8		7 months
9		8 months
10		9 months
11		9.5 months
12		10 months
13		10.5 months
14		11 months
15 or more	11.5 months	
	12 months	

...

1/ ~~In this Rule, references to staff members holding service appointments shall be interpreted to include staff members holding career-service appointments.~~

PRESENT TEXT	PROPOSED TEXT
	<p><b>1065. TERMINATION OF TEMPORARY APPOINTMENTS</b></p> <p>[NEW RULE]</p> <p><b>1065.1 In addition to the grounds for termination set out in Rules 1030, 1075, and 1080, a temporary appointment may be terminated prior to its expiration date if:</b></p> <p style="padding-left: 40px;"><b>1065.1.1 the function the staff member performs is discontinued, or;</b></p> <p style="padding-left: 40px;"><b>1065.1.2 the staff member's performance is deemed to be unsatisfactory, or if the staff member proves unsuited to his work or to international service. It shall be considered unsatisfactory performance if the staff member does not or cannot perform the temporary functions to which he is assigned, and unsuitability for international service if he fails to establish satisfactory working relationships with other staff members or with nationals of other nations with whom he is working.</b></p> <p><b>1065.2 When a temporary appointment is terminated due to discontinuation of the function, unsatisfactory performance, or unsuitability for international service, the staff member will be given at least one month's notice. At the Organization's discretion, it may pay the staff member in lieu of the one month's notice.</b></p>
<p><b>1070. UNSATISFACTORY PERFORMANCE OR UNSUITABILITY FOR INTERNATIONAL SERVICE</b></p> <p><b>1070.1 A staff member's appointment may be terminated if his performance is unsatisfactory or if he proves unsuited to his work or to international service. It shall be considered unsatisfactory performance if the staff member does not or cannot perform the functions of the post to which he is assigned, and unsuitability for international service if he fails to establish satisfactory working relationships with other staff members or with nationals of other nations with whom he is working.</b></p>	<p><b>1070. UNSATISFACTORY PERFORMANCE OR UNSUITABILITY FOR INTERNATIONAL SERVICE</b></p> <p><b>1070.1 A staff member's <b>fixed term or continuing</b> appointment may be terminated if his performance is unsatisfactory or if he proves unsuited to his work or to international service. It shall be considered unsatisfactory performance if the staff member does not or cannot perform the functions of the post to which he is assigned, and unsuitability for international service if he fails to establish satisfactory working relationships with other staff members or with nationals of other nations with whom he is working.</b></p>

PRESENT TEXT	PROPOSED TEXT
<p>1070.2 Prior to termination action, a staff member shall be given a written warning and a reasonable time to improve. If there is reason to believe that the unsatisfactory performance results from assignment to duties and responsibilities beyond the capacity of the staff member, consideration shall be given to reassignment to a post more suited to his abilities.</p> <p>...</p> <p>1090. EFFECTIVE DATE OF TERMINATION</p> <p>For staff locally recruited and those to whom Rules 1010.2 and 1010.3 apply, the effective date of termination shall be the last day of duty. For all other staff the effective date shall be that day on which it is calculated that the staff member, by departing promptly after completion of his duties, is able to reach his recognized place of residence by a route and means of transport designated by the Bureau.</p>	<p>1070.2 Prior to termination action, a staff member <b>holding a fixed term or continuing appointment</b> shall be given a written warning and a reasonable time to improve. If there is reason to believe that the unsatisfactory performance results from assignment to duties and responsibilities beyond the capacity of the staff member, consideration shall be given to reassignment to a post more suited to his abilities.</p> <p>...</p> <p>1090. EFFECTIVE DATE OF TERMINATION</p> <p><b>The effective date of termination shall be as follows:</b></p> <p><b>1090.1</b> For staff locally recruited and those to whom Rules 1010.2 and 1010.3 apply, <del>the effective date of termination shall be</del> the last day of duty.</p> <p><b>1090.2</b> For all other staff <del>the effective date shall be that</del> <b>the</b> day on which it is calculated that the staff member, by departing promptly after completion of his duties, is able to reach his recognized place of residence by a route and means of transport designated by the Bureau.</p>
<p>1230. BOARD OF APPEAL</p> <p>...</p> <p>1230.5 The Board Chairperson shall convene a five-member Examining Appeal Panel to hear appeal cases. The Examining Appeal Panel shall consist of the following members, each having an equal vote:</p> <p>1230.5.1 The Chairperson or an alternate;</p> <p>1230.5.2 Two board members appointed by the Director;</p> <p>and</p> <p>1230.5.3 Two board members selected from the staff panel.</p> <p>In hearings by an Examining Appeal Panel, at least one member of the staff panel shall be from the group to which the appellant belongs and none shall be from a lower group.</p> <p>...</p>	<p>1230. BOARD OF APPEAL</p> <p>...</p> <p>1230.5 The Board Chairperson shall convene a <del>five</del> <b>three</b>-member Examining Appeal Panel to hear appeal cases. The Examining Appeal Panel shall consist of the following members, each having an equal vote:</p> <p>1230.5.1 The Chairperson or an alternate;</p> <p>1230.5.2 <del>Two</del> <b>one</b> board members appointed by the Director; and</p> <p>1230.5.3 <del>Two</del> <b>one</b> board members selected from the staff panel.</p> <p>In hearings by an Examining Appeal Panel, at least one member of the staff panel shall be from the group to which the appellant belongs and none shall be from a lower group.</p> <p>...</p>

PRESENT TEXT	PROPOSED TEXT
<p>1240. ADMINISTRATIVE TRIBUNAL</p> <p>1240.1 Pending definitive arrangements for the use of the Administrative Tribunal of the United Nations, disputes between the Bureau and a staff member which cannot be resolved internally may be referred to the Administrative Tribunal of the International Labour Organization, in accordance with the provisions of the Statute of the Tribunal.</p> <p>...</p>	<p>1240. ADMINISTRATIVE TRIBUNAL</p> <p>1240.1 Pending definitive arrangements for the use of the Administrative Tribunal of the United Nations, <b>d</b> Disputes between the Bureau and a staff member which cannot be resolved internally may be referred to the Administrative Tribunal of the International Labour Organization, in accordance with the provisions of the Statute of the Tribunal.</p> <p>...</p>
<p>1310. STAFF IN POSTS SUBJECT TO LOCAL RECRUITMENT (see Staff Regulation 3.2)</p> <p>...</p> <p>1310.5 At designated official stations, a mobility and hardship allowance may be payable to staff members described in Rule 1310.4 in accordance with the conditions defined under Rule 360 and at the rates payable in grades P.1 to P.3. The Bureau shall establish, on the basis of procedures agreed among the international organizations in the common system, the criteria under which the mobility and hardship allowance may be payable.</p> <p>...</p>	<p>1310. STAFF IN POSTS SUBJECT TO LOCAL RECRUITMENT (see Staff Regulation 3.2)</p> <p>...</p> <p>1310.5 At designated official stations, a mobility and hardship allowance may be payable to staff members described in Rule 1310.4 in accordance with the conditions defined under Rule 360 and at the rates payable to staff in grades P.1 to P.3. The Bureau shall establish, on the basis of procedures agreed among the international organizations <del>in the common system</del> <b>in the United Nations common system</b>, the criteria under which the mobility and hardship allowance may be payable.</p> <p>...</p>
<p>1320. TEMPORARY STAFF</p> <p>The Bureau may establish conditions of service for temporary appointments for conference and other short-term services without regard to the provisions of other sections of the Staff Rules.</p>	<p><del>1320. TEMPORARY STAFF CONFERENCE AND OTHER SHORT-TERM STAFF</del></p> <p>The Bureau may establish conditions of service for <del>temporary appointments for conference staff and other short-term services</del> <b>for staff holding temporary appointments of 60 days or less</b> without regard to <del>any other</del> <b>any other</b> the provisions of <del>other sections of the</del> <b>these</b> Staff Rules.</p>

PRESENT TEXT	PROPOSED TEXT
<p>1330. CONSULTANTS</p> <p>The Bureau may appoint consultants without regard to the provisions of the other sections of the Rules.</p>	<p>1330. CONSULTANTS</p> <p><b>[DELETED]</b></p>
<p>1340. NATIONAL PROFESSIONAL OFFICERS</p> <p>1340.1 The Bureau may appoint national professional officers to perform work at the professional level without regard to the provisions of other sections of the Rules. All posts in the national professional category are subject to local recruitment.</p> <p>1340.2 With respect to Rule 1340.1, the Bureau shall establish employment conditions for staff engaged in the local area to fill such posts, including the fixing of rates of pay and allowances in terms of the best prevailing practices in the local area.</p>	<p>1340. NATIONAL PROFESSIONAL OFFICERS</p> <p>1340.1 The Bureau may appoint national professional officers to perform work at the professional level without regard to the provisions of other sections of the Rules. All posts in the national professional category are subject to local recruitment.</p> <p>1340.2 With respect to Rule 1340.1, the Bureau shall establish employment conditions for staff engaged in the local area to fill such posts, including the fixing of rates of pay and allowances in terms of the best prevailing practices in the local area.</p>

**Appendix 1**  
Salary scale for staff in the professional and higher categories: annual gross basic salaries and net equivalents after application of staff assessment (in US dollars)  
(effective 1 January 2007)<sup>1</sup>

Level	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
D-2															
Gross	138 549	141 494	144 443	147 391	150 354	153 437	*								
Net D	102 713	104 716	106 721	108 726	110 730	112 734									
Net S	94 360	96 052	97 737	99 417	101 092	102 760	*								
P-6/D-1															
Gross	126 565	129 153	131 738	134 326	136 915	139 501	142 090	144 678	147 265	*					
Net D	94 564	96 324	98 082	99 842	101 602	103 361	105 121	106 881	108 640						
Net S	87 407	88 937	90 462	91 985	93 504	95 020	96 531	98 040	99 544						
P-5															
Gross	104 600	106 803	109 004	111 204	113 407	115 607	117 810	120 012	122 213	124 415	126 615	128 818	131 019	*	
Net D	79 628	81 126	82 623	84 119	85 617	87 113	88 611	90 108	91 605	93 102	94 598	96 096	97 593		
Net S	73 975	75 305	76 631	77 957	79 280	80 599	81 918	83 234	84 547	85 858	87 167	88 474	89 779	*	
P-4															
Gross	85 974	87 979	89 986	91 992	93 999	96 006	98 013	100 019	102 144	104 266	106 391	108 515	110 640	112 765	114 890
Net D	66 401	67 845	69 290	70 734	72 179	73 624	75 069	76 513	77 958	79 401	80 846	82 290	83 735	85 180	86 625
Net S	61 834	63 150	64 464	65 776	67 087	68 396	69 705	71 012	72 317	73 623	74 925	76 227	77 528	78 828	80 127
P-3															
Gross	70 222	72 079	73 939	75 793	77 653	79 508	81 364	83 224	85 082	86 938	88 797	90 651	92 511	94 367	96 224
Net D	55 060	56 397	57 736	59 071	60 410	61 746	63 082	64 421	65 759	67 095	68 434	69 769	71 108	72 444	73 781
Net S	51 395	52 625	53 857	55 085	56 317	57 545	58 775	60 005	61 234	62 464	63 689	64 916	66 141	67 366	68 592
P-2															
Gross	57 153	58 815	60 476	62 138	63 799	65 458	67 121	68 779	70 442	72 106	73 764	75 428			
Net D	45 650	46 847	48 043	49 239	50 435	51 630	52 827	54 021	55 218	56 416	57 610	58 808			
Net S	42 818	43 904	44 986	46 070	47 153	48 238	49 340	50 438	51 542	52 642	53 741	54 844			
P-1															
Gross	44 614	46 035	47 452	48 873	50 326	51 922	53 521	55 118	56 711	58 308					
Net D	36 137	37 288	38 436	39 587	40 735	41 884	43 035	44 185	45 332	46 482					
Net S	34 089	35 148	36 207	37 267	38 325	39 383	40 443	41 489	42 531	43 572					

<sup>1</sup> D = Rate applicable to staff members with a dependant spouse or child; S = Rate applicable to staff members with no dependant spouse or child.  
\* = The normal qualifying period for a within-grade increase between consecutive steps is one year, except at those steps marked with an asterisk, for which a two year period at the preceding step is required (Staff Rule 550.2).

Appendix 2

**EDUCATION GRANT ENTITLEMENTS APPLICABLE IN CASES  
WHERE EDUCATIONAL EXPENSES ARE INCURRED IN SPECIFIED  
CURRENCIES AND COUNTRIES**

(effective school year in progress 1 January 2007)

<i>Country/ currency area</i>	(1) Maximum admissible educational expenses and maximum grant for disabled children	(2) Maximum education grant	(3) Flat rate when boarding not provided	(4) Additional flat rate for boarding (for staff serving at designated duty stations)	(5) Maximum grant for staff members serving at designated duty stations	(6) Maximum admissible educational expenses for attendance (only when flat rate for boarding is paid)
<b>Part A</b>						
<b>Buro</b>						
Austria	15 198	11 399	3 564	5 346	16 745	10 447
Belgium	14 446	10 835	3 366	5 049	15 884	9 959
Finland	9 082	6 812	2 543	3 815	10 627	5 692
France*	10 263	7 697	2 921	4 381	12 078	6 368
Germany	18 993	14 245	4 090	6 134	20 379	13 540
Ireland	17 045	12 784	2 945	4 417	17 201	13 119
Italy	17 215	12 911	2 965	4 447	17 358	13 261
Luxembourg	12 898	9 673	3 147	4 720	14 393	8 701
Monaco	9 330	6 997	2 672	4 008	11 005	5 767
Netherlands	15 440	11 580	3 814	5 721	17 301	10 355
Spain	13 762	10 322	2 992	4 488	14 810	9 773
Denmark (krone)	108 147	81 110	24 715	37 072	118 182	75 193
Japan yen (yen)	2 324 131	1 743 098	534 345	801 517	2 544 615	1 611 167
Norway (deleted see USD outside USA)	-	-	-	-	-	-
Sweden (krona)	141 026	105 770	23 490	35 235	141 005	109 707
Switzerland (Swiss franc)	26 868	20 151	5 331	7 997	28 148	19 760
United Kingdom of Great Britain and Northern Ireland (pound sterling)	18 285	13 714	3 326	4 989	18 703	13 851
<b>Part B</b>						
United States dollar (outside the United States of America)**	18 048	13 536	3 490	5 235	18 771	13 395
<b>Part C</b>						
United States dollar (in the United States) <sup>1</sup>	34 598	25 949	5 406	8 109	34 058	27 391

\* Except for the following schools where the US\$ in the US levels will be applied:

1. American School of Paris
2. American University of Paris
3. British School of Paris
4. European Management School of Lyon
5. International School of Paris
6. Marymount School of Paris

\*\* includes Norway, which will no longer be tracked as a separate zone

<sup>1</sup> Also applies, as a special measure, for China, Indonesia, and the Russian Federation.

Where educational expenses are incurred in any of the currencies set out in the table above, the maximum applicable amounts are set out in columns (1) to (6) against those currencies. Where educational expenses are incurred in the United States of America, the maximum applicable amounts are set out in columns (1) to (6) against part C above. Where educational expenses are not incurred in any of the currencies set in part A above or in the United States, the maximum applicable amounts are set out in columns (1) to (6) against part B above.

***Attendance at an educational institution outside the duty station***

- (i) Where the educational institution provides board, the amount shall be 75% of the admissible costs of attendance and the costs of board up to the maximum indicated in column (1), with a maximum grant as indicated in column (2) per year.
- (ii) Where the educational institution does not provide board, the amount shall be a flat sum as indicated in column (3), plus 75% of the admissible costs of attendance up to a maximum grant as indicated in column (2) per year.

***Attendance at an educational institution at the duty station***

- (iii) The amount shall be 75% of the admissible costs of attendance up to the maximum indicated in column (1), with a maximum grant as indicated in column (2) per year.
- (iv) Where the grant is payable for the cost of boarding for attendance at an educational institution in the country of the official station but beyond commuting distance from the official station, and when no suitable education facility exists in that area, the amount of the grant shall be calculated at the same rates as specified in (i) or (ii) above.

***Staff serving at designated duty stations with inadequate or no evaluation facilities with attendance at an educational institution at the primary or secondary level outside the duty station***

- (v) Where the education institution provides board, the amount shall be:
  - a. 100% of the costs of board up to the maximum indicated in column (4);
  - and

- b. 75% of the admissible costs of attendance and of any part of the costs of board in excess of the amount indicated in column (4), with a maximum reimbursable amount as indicated in column (5).
- (vi) Where the educational institution does not provide board, the amount shall be:
- a. A flat sum for board as indicated in column (4); and
  - b. 75% of the admissible costs of attendance, with a maximum reimbursable amount as indicated in column (5).