



PAN AMERICAN HEALTH ORGANIZATION
WORLD HEALTH ORGANIZATION



FIRST SESSION OF THE SUBCOMMITTEE ON PROGRAM, BUDGET, AND ADMINISTRATION OF THE EXECUTIVE COMMITTEE

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Provisional Agenda Item 9

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ORGANIZATION OF THE FORUM OF CANDIDATES FOR THE POST OF DIRECTOR OF THE PAN AMERICAN SANITARY BUREAU

1. Article III of the Rules Governing the Election Process for the Position of Director of the Pan American Sanitary Bureau (Resolution CD47.R4) states that:

- The President of the Executive Committee shall invite nominated candidates to make a presentation to all Member States, Participating States, and Associate Members wishing to attend a Candidate's Forum to be held on the margins of the Executive Committee session preceding the session of the Conference.
- Information regarding the time, date, and logistics of the Candidate's Forum shall be sent by the President of the Executive Committee to the nominated candidates and to all Member States, Participating States, and Associate Members immediately after the closure of the presentation of candidatures as specified in Article 2.3 above.
- Nominated candidates shall be responsible for all expenses related to their participation in the Candidate's Forum.
- Members States, Participating States, and Associate Members shall be responsible for all expenses related to their participation in the Candidate's Forum.
- Wherever possible, modern technology will be utilized to facilitate the widest possible participation of all of the Organization's membership, including video conferencing. Verbatim transcripts of the presentations and discussions at the Candidate's Forum will also be made available.

- The order of the presentations to be made by the candidates shall be determined by lot, and candidates will be called one at a time. Candidates shall be allowed no more than 30 minutes to make an oral presentation and one hour for questions and answers from Member States, Participating States, and Associate Members in attendance. The oral presentation shall include the candidate's platform outlining their vision, proposed policy priorities, and financial and programmatic direction for the Organization. The time limit should be strictly adhered to.

Details and Format of the Forum

2. At the request of the Executive Committee at its 139th session, the Secretariat has drawn up the following proposal for consideration by the Subcommittee on Program, Budget, and Administration.

Procedure for the Question-and-Answer Period

3. At the beginning of each candidate's initial oral presentation, the representative of each Member State will receive a piece of paper on which, at any time during the oral presentation, he or she may write only one question. This implies that the representatives should not divide their one question into different parts such that there is, in effect, more than one question. If the President sees a paper where one question is divided into parts in a way that substantively constitutes more than one question, he may exercise his discretion to ask only one part of the question. The representatives should write the names of their countries clearly on each piece of paper upon which they have written a question.

4. Member States participating at long-distance should send their questions through a representative from their Permanent Missions to the OAS in Washington D.C. Those representatives should follow the procedure outlined in paragraph 3 above.

5. The President will ask those representatives who write a question to keep the paper with their question until the end of each candidate's initial oral presentation, at which time these papers will be collected. The President will count them so that everyone—including the candidates—will know how many questions might be asked and thus have the option of shortening their responses in order to answer more questions if desired. The papers will then be put into a bag and the President will draw one question at a time, and read out the question. The one hour period for the question and answer session will commence just as the President begins to read the first questions.

6. The President will ask as many questions as possible within the hour allotted for the question-and-answer session. If there are not enough questions to fill the whole

duration of one hour allowed, the candidate will have the possibility to deliver an additional oral presentation until the hour has been exhausted.

7. If the President draws a question which seems similar to one already posed to the same candidate, he/she will ask the representative who originated this question if he/she agrees not to ask that question. This is why it is important that the representatives of Member States write the names of their countries clearly on the paper on which the question is written.

8. In order to ensure fair treatment of all candidates, when the time allowed for the presentations and the questions is exhausted, the President shall be strict, but will allow the speaker to finish his or her sentence.

Lighting System for the Oral Presentation and the Question-and-Answer Session

9. A lighting system will keep track of the oral presentation and the question-and answer session.

10. For the oral presentation the light will be green during the first 25 minutes. When 5 minutes remain, the light will turn orange. At the end of 30 minutes, the light will become red. At that time the President shall ask the speaker to finish his or her presentation.

11. The light will be green during the first 55 minutes of the question-and-answer session. When the 5 minutes remain in the session, the light will turn orange. When the hour allotted for the question—and-answer session is over, the light will turn red.

12. Each candidate will be allowed 3 minutes to respond each question. The light will be green for the entire 3 minutes allowed for the candidate's response. It will turn red when the 3 minutes are up.

Long-distance Participation

13. Representatives from all Member States will be able to attend the Forum through PAHO's Web conferencing service, a web-based interactive virtual meeting application allowing voice, instant messaging, and document sharing.

14. The virtual session will be conducted in two virtual meeting "rooms" (English and Spanish). Attendees will log to the corresponding language-specific virtual meeting room.

15. Simultaneous interpretation will be provided.