

*executive committee of
the directing council*



PAN AMERICAN
HEALTH
ORGANIZATION

*working party of
the regional committee*

WORLD
HEALTH
ORGANIZATION



111th Meeting
Washington, D.C.
June 1993

Provisional Agenda Item 5.6

CE111/26 (Eng.)
18 March 1993
ORIGINAL: ENGLISH

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

In accordance with the provisions of Staff Rule 020, the Director submits to the Executive Committee, as Annex to this document, for confirmation, the amendments to the Staff Rules he has made since the 109th Meeting.

These revisions are in line with those adopted by the Executive Board of the World Health Organization at its Ninety-first Session (Resolution EB91.R17) and are in compliance with paragraph 2 of Resolution XIX adopted by the Executive Committee at its 59th Meeting (1968), which requested the Director to continue to introduce changes as he deems necessary to maintain close similarity between the provisions of the Staff Rules of PASB and those of WHO.

The amendments presented in section 1 result from decisions taken by the United Nations General Assembly at its forty-seventh session on the basis of recommendations made by the International Civil Service Commission (ICSC).

The Annex to this document contains the text of the amended Staff Rules, the purpose of which is briefly explained below. The effective dates of these changes are 1 January 1990, 1 January 1993 and 1 March 1993, as appropriate.

1. Amendments considered necessary in the light of decisions taken by the United Nations General Assembly at its forty-seventh session on the basis of recommendations of the International Civil Service Commission

1.1 **Schedule of Salaries for the Professional Category and Directors' Posts**

The General Assembly approved, with effect from 1 March 1993, a revised base/floor salary scale for the professional and higher categories incorporating an increase of 6.9% through the consolidation of post adjustment classes into net base

salary, on the basis of the "no loss - no gain" formula. As a consequence, there will be adjustments in the post adjustment indices and multipliers at all duty stations, with effect from 1 March 1993. The increase is intended to reduce the gap between the comparator's current net base salary and the present United Nations scale. As a consequence, changes are also required to the schedule of staff assessment rates for professional and higher-graded staff without dependents, effective 1 March 1993.

Staff Rules 330.1.1 and 330.2 have been amended accordingly.

1.2 Salaries of Ungraded Posts

As a consequence of the revision of the base/floor salary scale for the professional and higher categories described in the preceding paragraphs, adjustments to the remunerations of the Assistant Director, the Deputy Director, and the Director should also be considered.

Since 1962 it has been the policy of the Executive Committee to set the salary of the Deputy Director at the level of other WHO Regional Directors and that of the Assistant Director at \$1,000 less.

Considering that PASB Staff Regulation 3.1 states, "the salaries of the Deputy Director and the Assistant Director shall be determined by the Director of the Bureau with the approval of the Executive Committee," this body may wish to follow the same practice and adjust the annual net salary of the Deputy Director to \$79,716 per annum at dependency rate and \$72,087 per annum at single rate, and that of the Assistant Director at \$78,716 per annum at dependency rate and \$71,087 per annum at single rate, effective 1 March 1993.

Since 1969, the practice of the Governing Bodies of PAHO has been to maintain the salary of the Director at the same level as that of the Deputy Director-General of WHO.

The XX Meeting of the Directing Council, in operative paragraph 2 of Resolution XX, requested "the Executive Committee, in case of any future adjustments in respect of professional and ungraded categories of posts, to make recommendation to the Conference or the Directing Council concerning the appropriate level of the salary of the Director."

The Executive Committee, following this guide, may wish to recommend to the XXXVII Directing Council that it adjust the annual net salary of the Director to \$86,914 per annum at dependency rate and \$78,122 per annum at single rate, effective 1 March 1993.

The above changes are also on the basis of the "no loss - no gain" formula.

1.3 Dependency Allowance

With respect to the professional and higher categories, the children's allowance has been increased from \$1,050 to \$1,270 and the secondary dependent's allowance from \$300 to \$450. Local currency floor arrangements have been discontinued and a new local currency entitlement system (as for the children's allowance) has been introduced for the secondary dependent's allowance. The dependency allowance for disabled children, being the double of the regular children's allowance, has also increased from \$2,100 to \$2,540. The increases are effective 1 January 1993.

Rules 340.1, 340.2 and 340.3 have been amended accordingly and a new subsection, namely 340.4, has been added.

1.4 Education Grant

The maximum admissible educational expense, the maximum grant, the ceiling for boarding costs, and the maximum special education grant for disabled children have been increased by percentages ranging from about 11% to 25% as from the school year in progress on 1 January 1993. These increases apply only in areas where education-related expenses are incurred in Finnish markka, Netherlands guilder, Italian lira, United States dollar, and United Kingdom pound.

Rules 350.1, 350.2.2 and 355 have been amended accordingly.

1.5 End-of-Service Grant

Consequent to a decision taken by the General Assembly at its forty-fourth session, Rule 1020.1 was amended to increase the statutory age of retirement to 62 for participants who enter or re-enter the Pension Fund on or after 1 January 1990.

Rule 375 has now also been amended to align the entitlement to an end-of-service grant with the changed statutory age of retirement.

2. Budgetary Implications

The budgetary implications of the above changes in 1992-1993 are additional estimated costs of \$300,000 in funds from all sources. This includes the impact of the higher base salary scale on the mobility and hardship scheme and on terminal payments. These additional costs will have to be met during 1992-1993 from the allocations established.

3. Draft Resolutions

The Executive Committee is invited to consider two proposed resolutions: the first confirms the amendments reproduced in the Annex to this document; the second concerns the revision of the remuneration levels of staff in ungraded posts.

Proposed Resolution

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

The 111th Meeting 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 CE111/24;

Recognizing the need for uniformity of conditions of employment of PASB and WHO staff; and

Bearing in mind the provisions of Staff Rule 020,

RESOLVES:

To confirm the amendments to the Staff Rules of the Pan American Sanitary Bureau submitted by the Director in the Annex to Document CE111/24, with effect from 1 January 1990 concerning the end-of-service grant; with effect from 1 January 1993 in respect of primary and secondary dependents' allowances for professional and higher-graded staff, education grant and special education grant for disabled children; and with effect from 1 March 1993 concerning the salary scale applicable to staff in the professional category and directors' posts and the rates of staff assessment for the professional and higher-graded staff without dependents.

Proposed Resolution

SALARIES FOR UNGRADED POSTS

The 111th Meeting of the Executive Committee,

Considering the revision made to the base/floor salary scale for the professional and higher categories, effective 1 March 1993;

Taking into account the recommendation of the Ninety-first Session of the WHO Executive Board to the Forty-sixth World Health Assembly related to the remuneration of the Regional Director, the Deputy Director-General, and the Director-General; and

Bearing in mind Staff Regulation 3.1 of the Pan American Sanitary Bureau and Resolution XX of the XX Meeting of the Directing Council,

RESOLVES:

1. Effective 1 March 1993 to:
 - a) Establish the annual net salary of the Deputy Director at \$79,716 at dependency rate and \$72,087 at single rate;
 - b) Establish the annual net salary of the Assistant Director at \$78,716 at dependency rate and \$71,087 at single rate.
2. To recommend to the Directing Council at its XXXVII Meeting that it establish the annual net salary of the Director at \$86,914 at dependency rate and \$78,122 at single rate, effective 1 March 1993.

Annex

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

Text of the Amended Staff Rules

330 SALARIES

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

330.1.1 For professional and higher-graded staff:

Amounts per year	Assessment	
	Rate with dependents* (*as defined in Rules 310.5.1 and 310.5.2)	Rate without dependents*
	<u>%</u>	<u>%</u>
First US\$ 15,000	13.0	17.1
Next US\$ 5,000	31.0	34.2
Next US\$ 5,000	34.0	38.4
Next US\$ 5,000	37.0	41.7
Next US\$ 5,000	39.0	43.7
Next US\$ 10,000	41.0	45.8
Next US\$ 10,000	43.0	48.1
Next US\$ 10,000	45.0	50.2
Next US\$ 15,000	46.0	50.8
Next US\$ 20,000	47.0	52.2
Remaining assessable payments	48.0	56.4

330.2 The following schedule of annual gross base salaries and of annual net base salaries shall apply to all professional category and directors' posts:

Level		STEPS														
		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$	US\$
P-1	Gross	33 277	34 580	35 910	37 256	38 600	39 944	41 292	42 636	43 980	45 337					
	Net D	24 949	25 744	26 537	27 331	28 124	28 917	29 712	30 505	31 298	32 092					
	Net S	23 565	24 299	25 028	25 758	26 486	27 215	27 945	28 674	29 402	30 130					
P-2	Gross	44 351	45 779	47 226	48 675	50 123	51 572	53 021	54 468	55 953	57 453	58 953	60 456			
	Net D	31 517	32 344	33 169	33 995	34 820	35 646	36 472	37 297	38 124	38 949	39 774	40 601			
	Net S	29 603	30 359	31 110	31 862	32 614	33 366	34 118	34 869	35 620	36 367	37 114	37 862			
P-3	Gross	55 753	57 431	59 111	60 787	62 467	64 145	65 839	67 550	69 259	70 970	72 680	74 389	76 098	77 807	79 519
	Net D	38 014	38 937	39 861	40 783	41 707	42 630	43 553	44 477	45 400	46 324	47 247	48 170	49 093	50 016	50 940
	Net S	35 520	36 356	37 192	38 027	38 864	39 699	40 538	41 380	42 220	43 062	43 904	44 744	45 585	46 426	47 268
P-4	Gross	69 020	70 843	72 661	74 480	76 302	78 120	79 941	81 794	83 649	85 502	87 355	89 213	91 066	92 921	94 775
	Net D	45 271	46 255	47 237	48 219	49 203	50 185	51 168	52 151	53 134	54 116	55 098	56 083	57 065	58 048	59 031
	Net S	42 103	43 000	43 894	44 789	45 686	46 580	47 476	48 363	49 249	50 135	51 021	51 909	52 795	53 681	54 567
P-5	Gross	84 528	86 430	88 332	90 234	92 136	94 036	95 938	97 840	99 740	101 673	103 612	105 548	107 487		
	Net D	53 600	54 608	55 616	56 624	57 632	58 639	59 647	60 655	61 662	62 670	63 678	64 685	65 693		
	Net S	49 669	50 579	51 488	52 397	53 306	54 214	55 123	56 033	56 941	57 794	58 640	59 484	60 329		
P-6/ D-1	Gross	96 315	98 417	100 529	102 667	104 810	106 952	109 094	111 237	113 377						
	Net D	59 847	60 961	62 075	63 187	64 301	65 415	66 529	67 643	68 756						
	Net S	55 304	56 308	57 296	58 228	59 162	60 096	61 030	61 964	62 897						
D-2	Gross	109 444	111 946	114 448	116 948	119 450	121 952									
	Net D	66 711	68 012	69 313	70 613	71 914	73 215									
	Net S	61 183	62 273	63 364	64 454	65 545	66 636									

D = Rate applicable to staff members with a dependent spouse or dependent child.
S = Rate applicable to staff members with no dependent spouse or dependent child.

340 DEPENDENTS' ALLOWANCE

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- 340.1 US\$ 1,270 per annum for a child, except that in cases where there is no dependent spouse the first dependent child is not entitled to an allowance. The entitlement shall be reduced by the amount of any benefit paid from any other public source by way of social security payments, or under public law, by reason of such child.
- 340.2 US\$ 2,540 per annum for a child who is physically or mentally incapacitated subject to the conditions defined in Rule 340.1 except that if the staff member has no dependent spouse and receives the "with dependent" rate of net salary by virtue of such a child, an allowance of US\$ 1,270 shall be payable.
- 340.3 US\$ 450 per year for a father, mother, brother or sister.
- 340.4 In certain designated official stations, as determined by the Director on the basis of procedures agreed among the international organizations concerned, the allowances under Rules 340.1, 340.2 and 340.3 shall be the equivalent in local currency.

350 EDUCATION GRANT

- 350.1 An internationally recruited staff member shall be entitled to an education grant, except as indicated in Rule 350.3. The amount of the grant payable under this Rule shall be 75% of the education expenses actually incurred and admissible under Rule 350.2. The maximum grant per child per year shall not exceed a total payment of US\$ 9,750 or, for expenses incurred in certain currencies as determined by the Director on the basis of the procedures agreed among the international organizations concerned, an amount established in those currencies. For staff members at certain designated official stations, the amount of the grant in respect of primary and secondary education shall be increased by an additional amount corresponding to 100% of boarding costs up to US\$ 3,000 per child per year.
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- 350.2.2 the cost of full-time attendance at an educational institution outside the country or area of the official station, including the cost of board if provided by the institution. Where board is not provided by the institution, a flat amount is paid in lieu. The flat amount per child

per year shall be US\$ 2,900 or, for expenses incurred in certain currencies as determined by the Director on the basis of procedures agreed among the international organizations concerned, an amount established in those currencies. For staff members at certain designated official stations the flat amount in respect of primary and secondary education is US\$ 3,000.

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355 SPECIAL EDUCATION GRANT FOR DISABLED CHILDREN

A staff member, except for short-term staff members appointed under Rule 1320 or consultants appointed under Rule 1330, is entitled to a special education grant in respect of any physically or mentally incapacitated child, recognized as dependent under Rule 310.5.2, up to the end of the year in which such child reaches the age of 25. The amount of the grant per child per year shall be 100% of the special education expenses actually incurred up to a maximum of US\$ 13,000 or, for expenses incurred in certain currencies as determined by the Director on the basis of procedures agreed among the international organizations concerned, up to a maximum amount established in those currencies. In cases where an education grant is payable under Rule 350, the total of the amounts payable under Rules 350 and 355 shall not exceed the applicable maximum.

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375 END-OF-SERVICE GRANT

A staff member holding a fixed-term appointment whose appointment is not renewed after completing ten years of continuous qualifying service shall be entitled to a grant based on the years of service, unless an offer of renewal of appointment has been either received or declined or the staff member has reached the statutory age of retirement as defined under Rule 1020.1. The amount of the grant shall be fixed according to the schedule in Rule 1050.4 for termination of temporary fixed-term appointments.

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111th Meeting
Washington, D.C.
June-July 1993

Provisional Agenda Item 5.6

CE111/26, ADD. I (Eng.)
18 June 1993
ORIGINAL: ENGLISH

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

Meritorious Within-Grade Increases

Background: WHO

The WHO scheme of awarding meritorious within-grade increases of two steps (one step at the D.2 level) for 20, 25, and 30 years of service was introduced in 1968 on the occasion of the twentieth anniversary of WHO, in recognition of the long and faithful service which the WHO staff rendered for the cause of world health. The scheme has been incorporated into the WHO Staff Rules under Rule 555.2. In 1984, the granting of a further step on the thirty-fifth anniversary of a staff member joining WHO was added to the scheme. In all of the above cases, the salary scales of the United Nations common system have been extended, if necessary, by the required number of steps to permit a staff member to obtain the financial increases due under the arrangement. All of the additional steps have been pensionable.

In ensuing years, concerns emerged and continued to mount over actions taken by WHO which in the opinion of some of the Member States had led to disparities in the United Nations common system of salaries and allowances. The International Civil Service Commission (ICSC) was of the view that the schemes introduced by WHO, as well as by ILO, where a somewhat different scheme permitting extension of the salary scale also existed, had created some inequities in the common system both as to salaries paid while in service, and also as to pensions received upon retirement.

At its ninety-first session in January 1993, the Executive Board considered a report by the Director-General on meritorious within-grade increases at WHO. The report noted that the ICSC and the United Nations General Assembly, in Resolution 45/24, had recommended to the Governing Bodies of WHO and ILO that the scales should be brought into line with those of other organizations of the United Nations

system. As a consequence, WHO was requested to give up its practice of awarding staff two additional salary steps when they had served satisfactorily for 20, 25 and 30 years, and one additional step after 35 years of satisfactory service. WHO was also requested to give up its arrangement of extending the normal United Nations pay scales, where necessary, to make and sustain such awards.

The report to the Executive Board indicated the reasons for the views of the ICSC and the United Nations General Assembly, which were concerned with the alignment of WHO's pay scales to those of the United Nations common system for personnel administration. The report also presented the Director-General's concern about the effect on staff of removing this longstanding WHO benefit, particularly for staff already in service.

For new staff, the Executive Board recommended the abolition of the practice of awarding meritorious steps after 20, 25, 30 and 35 years of satisfactory service and of extending the normal pay scales to accommodate this, effective 1 March 1993. For staff already in service, the Executive Board felt that this issue required further consideration and it decided to refer the question to the Forty-sixth World Health Assembly.

The issue was the object of a detailed analysis by a working group of the World Health Assembly with the participation of representatives of the ICSC, the Secretariat of WHO and the WHO Staff Association, and the Federation of International Civil Servants' Association.

On 14 May 1993, upon the recommendation of the working group, the World Health Assembly adopted a Resolution (WHA46.38) which endorsed the decision of the Director-General to abolish, for staff appointed on or after 1 March 1993, granting of additional within-grade increases under Staff Rule 555.2. For staff appointed prior to 1 March 1993, the resolution made a provision for a single merit increase in salary at either 20, 25, 30 or 35 years of service. Under the new arrangement, therefore, there will be no further increases once that one-time increase has been awarded.

Background: PASB

The scheme of awarding additional salary steps for 20, 25 and 30 years of satisfactory service was introduced into the Staff Rules of PASB in 1969. In its report to the Executive Committee at its 61st Meeting in June 1969 (Document CE61/8), the Secretariat proposed, and the Executive Committee endorsed, the adoption of the WHO scheme for staff of PASB, in order to adhere to the stated policy of the PAHO Governing Bodies to maintain uniformity of employment conditions for staff of PASB and WHO. Subsequently in 1984, the Secretariat adopted the arrangement introduced into WHO to award an additional step increase in recognition of 35 years of satisfactory service.

Recommendations

Considering the directive enunciated by the Governing Bodies of PAHO on the advisability of maintaining uniformity of conditions of employment for staff of PASB vis-à-vis WHO, Resolution WHA46.38 bears a significant consequence for the Secretariat and its staff, calling for a review of the existing arrangement which has been in operation since 1969. The Secretariat understands that the action taken by the World Health Assembly in Resolution WHA46.38 originated from the concern of the Member States to have in place a common system for remuneration of staff throughout the organizations of the United Nations system. Nevertheless, the Secretariat finds it extremely difficult to eliminate a personnel policy which has worked well for PASB since its inception and which has had the support of the management and staff, as well as approval of the Executive Committee.

Against this background, the Secretariat considers that Resolution WHA46.38 embodies the outcome of the quest for a compromise between fairness for serving staff and necessary compliance with a requirement of the United Nations General Assembly. The basic notion expressed in Resolution WHA46.38 is that, for new staff, the scheme of meritorious within-grade increases under the provision of Staff Rule 555.2 is to be abolished, as of 1 March 1993, while for currently serving staff the increases paid to a staff member after 20, 25, 30 or 35 years of satisfactory service should be in the form of a single, final increase. Under the new arrangement, every serving staff member will be entitled to one more step increase. For example, staff members who have worked for 19 years will be entitled to their 20-year step increase, but not to the subsequent ones. The action taken by the World Health Assembly would therefore appear to reconcile the need for an approach compatible with the United Nations system, and the need for fairness and recognition of expectations of WHO staff.

After reviewing the information provided in the foregoing paragraphs, the Executive Committee may wish to adopt a resolution along the following lines:

Proposed Resolution

MERITORIOUS WITHIN-GRADE INCREASES

The 111th Meeting of the Executive Committee,

Having considered the report of the Director on meritorious within-grade increases (Document CE111/26, ADD. I);

Recalling the action taken on the subject by the World Health Assembly in Resolution WHA46.38 of 14 May 1993; and

Considering the advisability of maintaining uniformity of rules and conditions of employment for PASB and WHO staff,

RESOLVES:

1. To request the Director to amend the Staff Rules of the Pan American Sanitary Bureau in order that no staff joining the Bureau on or after 1 March 1993 will be eligible for extra meritorious within-grade steps after 20, 25, 30, and 35 years of service.

2. To request the Director further to amend the Staff Rules in order that all staff who were working in the Bureau before 1 March 1993 and who would have been eligible for an increase should, at the time they would have become eligible for that increase, receive one within-grade increase equivalent to the amount which would have been granted as a meritorious increase under the provisions of Staff Rules 555.1 and 555.2, and receive no more such increases thereafter.

Annex



世界衛生大會 決議

إدارة جمعية الصحة العالمية

RESOLUTION OF THE WORLD HEALTH ASSEMBLY
RÉSOLUTION DE L'ASSEMBLÉE MONDIALE DE LA SANTÉ
РЕЗОЛЮЦИЯ ВСЕМИРНОЙ АССАМБЛЕИ ЗДРАВООХРАНЕНИЯ
RESOLUCION DE LA ASAMBLEA MUNDIAL DE LA SALUD

FORTY-SIXTH WORLD HEALTH ASSEMBLY

WHA46.38

Agenda item 29.3

14 May 1993

MERITORIOUS WITHIN-GRADE INCREASES

The Forty-sixth World Health Assembly,

Having considered the report of the Director-General on meritorious within-grade increases;

Recalling the United Nations General Assembly resolutions 44/198 of 21 December 1989 and 45/241 of 21 December 1990 concerning the United Nations Common System, and in particular Section VI of resolution 45/241;

1. **COMMENDS** the Director-General and endorses his decision to amend the Staff Rules, in accordance with the requirements of the United Nations General Assembly resolution 45/241, so that no new staff joining WHO after 1 March 1993 will be eligible for extra meritorious within-grade steps after twenty, twenty-five, thirty and thirty-five years of service;
2. **REQUESTS** the Director-General further to amend the Staff Rules in accordance with the Staff Regulations in order that all staff who were working in the Secretariat before 1 March 1993 and who would have been eligible for an increase should, at the time they would have become eligible for that increase, receive one within-grade increase equivalent to the amount which would have been granted as a meritorious increase under the provisions of Staff Rules 555.1 and 555.2, and receive no more such increases thereafter.

Thirteenth plenary meeting, 14 May 1993
A46/VR/13

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