



*executive committee of  
the directing council*

PAN AMERICAN  
HEALTH  
ORGANIZATION

*working party of  
the regional committee*

WORLD  
HEALTH  
ORGANIZATION



56th Meeting  
Washington, D. C.  
April-May 1967

Provisional Agenda Item 13

CE56/6 (Eng.)  
27 March 1967  
ORIGINAL: ENGLISH

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

In accordance with the provisions of Staff Rule 030, the Director submits as Annex A, for confirmation by the Executive Committee the amendments to the Staff Rules which he has made since the 54th meeting. The reasons for these minor changes in the Rules are reflected in the Annex.

Annex B contains additional amendments to the Staff Rules which the Director placed into effect due to recent recommendations of the United Nations Joint Staff Pension Board, which were approved by the General Assembly of the United Nations and adopted by WHO at the 39th Session of the Executive Board in January 1967 (EB39/18).

Joint Staff Pension Board

In the years prior to 1958 field staff were excluded entirely from participation in the Pension Fund and the only social security protection provided to them was in the form of sickness and accident insurance. As a result of the recommendations of the U.N. Salary Review Committee of 1956 a reconciliation between the terms of service for field staff and those at established offices was brought about. One element of the reconciliation was the provision for limited participation in the Pension Fund (Associate Participation) for persons on fixed-term contracts of less than five years or having less than five years of service. This limited participation provided for death and disability benefits, but not for accumulation of credits towards retirement pension unless and until the staff member reached that point at which his service plus contract expectancy equalled or exceeded five years. For this limited participation the staff member paid nothing and the Organization paid a contribution to the Fund of 4-1/2 per cent of pensionable remuneration instead of the usual Pension Fund contribution of 14 per cent.

The introduction of this arrangement was an important contribution at the time in bringing a large number of field staff into the Fund on a partial basis. In recent years, however, the personnel policies of the organizations with respect to fixed-term contracts have evolved to the point where approximately one-third of all the persons participating in the Pension Fund are Associate Participants, a large proportion of them paid from voluntary sources of funds. This has had two unfortunate consequences. In the first place, it has seriously unbalanced the financial equilibrium of the Fund because the actuarial assumptions of the Fund as established never envisaged such a large proportion of the limited participation with respect to which the Fund realized very limited revenue. Further, large numbers of such staff continue in service and become full participants; in becoming full participants at more advanced ages and with a right to validate their previous service they represent a substantial liability to the Fund for which there is not a corresponding contribution. In the second place, the maintenance of two completely different sets of regulations governing the two groups of different participants, the maintenance of separate accounts and separate registrations have become an exceedingly burdensome administrative task for the Secretariat of the Fund and for the participating organizations.

In view of numerous expressions of dissatisfaction with this situation from the organizations, from the actuaries of the Fund and from the Secretariat of the Fund, the Joint Staff Pension Board, at its meeting in July 1966, decided to recommend to the General Assembly of the United Nations that with effect from 1 January 1967 no new registrations of Associate Participants should be accepted. From that date, persons entering on appointments of one year or more would become full participants in the Fund as originally envisaged in 1946. The Board recommended the proviso, however, that in those cases in which the participant left the Fund with less than five years of service for reasons other than retirement, death or disability, the Fund would reimburse to the Organization one half of its contribution, i.e. 7 per cent. Present Associate Participants would retain their existing status until they leave the organization or qualify for full participation under the rules as they exist at present. Thus, there would be a gradual transition to the new system over a period of three or four years.

The Director-General of WHO fully supported this recommendation, as does the Director since it is felt that this is an important measure to improve the stability of the Fund and to relieve the organizations and the Fund secretariat of a heavy administrative burden.

Annexes

AMENDMENTS TO THE STAFF RULES

<u>No</u>	<u>Present Text</u>	<u>New Text</u>	<u>Comments</u>
650.2	"Special leave under insurance cover" will be granted to staff members who are ill and who qualify for the payment of salary benefits under the Bureau's accident and illness insurance policy (see also Rule 670.2)	<u>"Special leave under insurance cover" will be granted to staff members who are ill and who qualify for the payment of salary benefits under the Bureau's accident and illness insurance policy. During a period of "special leave under insurance cover" the staff member receives salary indemnities under the Bureau's accident and illness insurance policy. He 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.</u>	
670.	<p>SICK LEAVE</p> <p>670.1 Staff members, except those engaged on a "when-actually-employed" basis and those excluded by the Director under the provisions of Rules 1120 and 1130, who are incapacitated from the performance of their duties by 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>SICK LEAVE</p> <p>670.1 Staff members, except those engaged on a "when-actually-employed" basis and those excluded by the Director under the provisions of Rules 1120 and 1130, who are incapacitated from the performance of their duties by 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>This is essentially an editorial revision to eliminate Staff Rule 670.2 whose object is already covered by Staff Rule 650.3. Sub-paragraphs (a) and (b) of Staff Rule 670.2 are transposed to Staff Rules 650.2 and 670.1 to which they directly relate.</p>

No.

Present Text

New Text

Comments

(a) A staff member holding an appointment of one year's duration or more may be granted up to six months on full pay in connexion with any one illness or in any period of 12 consecutive months provided that the total for all illnesses shall not exceed nine months in any four-year period. In exceptional cases the Director may, in addition, grant special leave at half pay to such staff up to a maximum of nine months in any four-year period.

(b) A staff member appointed for a period of less than one year may be granted sick leave proportionate to the duration of the appointment at the rate of 30 working days at full pay and 30 working days at half pay per year.

(a) A staff member holding an appointment of one year's duration or more may be granted up to six months on full pay in connexion with any one illness or in any period of 12 consecutive months provided that the total for all illnesses shall not exceed nine months in any four-year period. (See also Staff Rules 650.2 and 650.3).

(b) In exceptional cases the Director may, in addition, grant special leave at half pay to such staff up to a maximum of nine months in any four-year period. During a period of special leave at 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.

(c) A staff member appointed for a period of less than one year may be granted sick leave

<u>No</u>	<u>Present Text</u>	<u>New Text</u>	<u>Comments</u>
		<u>proportionate to the duration of the appointment at the rate of 30 working days at full pay and 30 working days at half pay per year.</u>	
670.3		Re-numbered 670.2	
670.4		Re-numbered 670.3	
670.5		Re-numbered 670.4	
670.6		Re-numbered 670.5	
670.7		Re-numbered 670.6	
930.5		<u>When, on the advice of the Staff Physician, a staff member is unable to continue his present functions because of physical limitations, although he would be suitable for another assignment in the Bureau but for whom no such assignment can be found, his appointment shall be terminated. He shall be entitled to a notice period equivalent to that specified in Staff Rule 950.3 and to an indemnity equivalent to that specified in Staff Rule 950.4.</u>	This Rule will allow separation of a staff member when he cannot continue in his present assignment for reasons beyond his and the Bureau's control and no alternative assignment is available.

<u>No.</u>	<u>Present Text</u>	<u>New Text</u>	<u>Comments</u>
730.	<p>STAFF PENSION FUND</p> <p>730.1 Full-time staff members</p> <p>(i) on permanent appointments or</p> <p>(ii) who have been serving on fixed-term contracts of less than five years and whose contracts have been extended to, or beyond, five years, or</p> <p>(iii) on fixed term appointments of one year or more but less than five years who having formerly been participants of the Fund, undertake to restore their prior contributory service credit under the provisions of the rules of the the Fund,</p> <p>Shall be participants in the United Nations Joint Staff Pension Fund subject to the provisions of the Regulations and Rules of the Fund and the agreement between WHO and the Fund.</p> <p>Staff members who are participating in the PAU Pension Plan may continue to do so until they leave the service of the Bureau. Such staff members shall continue to contribute to the PAU Pension Plan 6% of his base salary, and the Bureau shall continue to contribute 14% of the employee's base salary.</p>	<p>STAFF PENSION FUND</p> <p><u>730.1 Full-time staff members upon appointment for one year or more shall be participants in the United Nations Joint Staff Pension Fund subject to the provisions of the Regulations and Rules of the Fund and the agreement between WHO and the Fund, except,</u></p> <p><u>(i) those whose contract at the time of appointment precludes participation in the Pension Fund, or</u></p> <p><u>(ii) those appointed prior to 1 January 1967 under the terms of Staff Rule 730.2.</u></p> <p><u>Staff members who are participating in the PAU Pension Plan may continue to do so until they leave the service of the Bureau. Such staff members shall continue to contribute to the PAU Pension Plan 6% of his base salary, and the Bureau shall continue to contribute 14% of the employee's base salary.</u></p>	

No.

Present Text

New Text

Comments

730.2 Full-time staff members on fixed-term appointments of one year or more but less than five years, other than those defined in Rule 730.1 shall be associate participants in the Staff Pension Fund, subject to the provision of the Regulations and Rules of the Fund applicable to associate participants.

730.2 A full-time staff member on a fixed-term appointment of one year or more but less than five years, appointed before 1 January 1967, is an associate participant in the Joint Staff Pension Fund subject to the provisions of the Regulations and Rules of the Fund applicable to associate participants. When a staff member who is an associate participant completes five years of service, or receives a contract providing for continuation of service to a total of five years or more, he is no longer subject to the limitation of Staff Rule 730.1 (ii), and so becomes a participant in the Fund.