

*executive committee of
the directing council*

PAN AMERICAN
HEALTH
ORGANIZATION



*working party of
the regional committee*

WORLD
HEALTH
ORGANIZATION



84th Meeting
Washington, D.C.
June 1980

Provisional Agenda Item 24

CE84/4 (Eng.)
10 March 1980
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 82nd Meeting. These revisions are in line with those adopted by the Executive Board of the World Health Organization at its Sixty-fifth Session (Resolution EB65.R9), and are in compliance with resolute paragraph 2 of Resolution XIX adopted by the Executive Committee of PAHO at its 59th Meeting, which reads as follows:

To request the Director to continue to introduce changes as he deems necessary to maintain close similarity between the provisions of the Staff Rules of the Pan American Sanitary Bureau and those of the World Health Organization.

Some of these amendments result from the inter-agency consultations which took place in 1979 at the fiftieth and fifty-first sessions of the Consultative Committee on Administrative Questions of the Administrative Committee on Coordination, while others are considered necessary in the interests of conformity with WHO and good personnel management. The reasons for the changes are specified in the Annex, together with the texts of the amended Staff Rules.

The amendments proposed in the Annex to Document CE84/4 have limited financial implications. Any additional cost to the regular budget, which can only be minimal, will be met within the budgetary provisions established for the financial period 1980-1981.

After considering the amendments, the Executive Committee may wish to approve a resolution along the following lines:

Proposed Resolution

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 CE84/4;

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 CE84/4, effective 1 January 1980.

Annex

AMENDMENTS TO THE STAFF RULES

Staff Rules

New Text

Comments

310. DEFINITIONS

310.4.3 When a promotion from the general service category would result in a reduction of the staff member's pensionable remuneration, the level of pensionable remuneration reached prior to the promotion shall be maintained until it is surpassed by the level based on the staff member's gross base salary in the professional category.

At present promotion from the general service category to the professional category may entail a decrease in the amount of pensionable remuneration and staff members have the option of maintaining the higher level. This is now made mandatory.

320. SALARY DETERMINATIONS

320.2 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, over the first unit of service time (see Rule 550.2) following promotion, an amount corresponding to one full step in the new grade more than he would have received without promotion, except where promotion to the lowest step of the new grade yields a greater increase; if necessary, the date of the next within-grade increase shall be advanced to achieve this end. However, on restoration to a higher grade formerly held, the staff member's net base salary shall not exceed that which he would have attained had he remained in the higher grade.

This Rule is amended to align PAHO/WHO methodology with that of the United Nations in measuring the increase in salary due to promotion, so as to ensure uniform treatment of staff members in the amount of increase received on promotion to the same grade and step.

550. WITHIN-GRADE INCREASE

550.2 The unit of service time is defined as the minimum length of time which must be served at a step in order to achieve a within-grade increase under the terms of Rule 550.1. The unit of service time is as follows, provided that it may be shortened to meet the requirements of Rule 320.2:

The amendment of Rule 320.2 envisages the possibility that the first step after promotion be granted after less than 12 months. Thus it is necessary to amend Rule 550.2.

Staff Rules

New Text

Comments

550.5

550.5.2 the last within-grade increase unless a promotion to a higher grade has taken place since that date;

The amendments to Rules 550.5.2 and 550.5.4 are made as a consequence of those made to Rules 320.2 and 550.2.

550.5.4 a promotion to a higher grade, due consideration however being given to the proviso in Rule 550.2.

625. OVERTIME AND COMPENSATORY LEAVE

625.2 Staff in posts subject to local recruitment shall be given compensatory leave or monetary compensation.

Compensation to general services staff for overtime worked, either through compensatory leave or payment, has been made mandatory and harmonized with the practice of the United Nations.

760. MATERNITY LEAVE

760.2 Any such staff member, on presentation of a certificate from a duly recognized medical practitioner stating that her confinement will probably take place within six weeks, shall be allowed to absent herself from her duties until her confinement. At the request of the staff member and on medical advice, the Director may permit the maternity leave to commence less than six weeks but not less than three weeks before the expected date of confinement. Maternity leave shall extend for a period of 16 weeks from the time it is granted, except that in no case shall it terminate less than ten weeks after the actual date of confinement.

The Consultative Committee on Administrative Questions agreed at its 50th session that in order to bring the social benefits of the staff in line with current practice in a significant number of countries and with the recommendations of the medical advisors, the duration of maternity leave should be increased from 12 to 16 weeks. The minimum postnatal leave is consequently increased from 6 to 10 weeks.

Staff Rules

New Text

Comments

820. TRAVEL OF SPOUSE AND CHILDREN

820.2.7 in case of illness or injury requiring special facilities for treatment, the Director may authorize return travel between the official station and the nearest place where such facilities exist. The Staff Physician advises on the location of the facilities. To the extent feasible, such travel shall subsequently be charged to entitlements becoming due under Rules 820.2.4, 820.2.5, 820.2.6, 820.2.8, 825 and 870;

The travel that the Director may authorize in cases of illness or injury is subsequently charged to other travel entitlements when feasible; to these is now added the "special education grant travel" approved in 1979 in Rule 825.

870. EXPENSES ON DEATH

870.1 On the death of a staff member or his spouse or child(ren), when the Bureau had an obligation to repatriate the deceased under Rules 810.6 or 820.2.6, the Bureau shall pay the expenses of preparing and transporting the remains. The maximum transportation costs borne by the Bureau shall not exceed those from the last place to which the deceased person(s) travelled at the Bureau's expense to the staff member's recognized place of residence.

Staff Rules 870.1 and 870.2 authorizing the payment of expenses in case of death of the staff member or of his spouse or his child(ren) are amended to clarify that eligible persons are only those whom the Bureau has an obligation to repatriate, and to define in Rule 870.1 the starting point of transportation for calculation purposes.

870.2 A deceased staff member's spouse and child(ren) shall be entitled to travel and transportation of personal effects to any place, provided that the Bureau had an obligation to repatriate them under Rule 820.2.6 and that the cost to the Bureau does not exceed that for travel and transportation to the deceased staff member's recognized place of residence. Entitlement to removal expenses is determined by Rule 855.1.3.

1040. COMPLETION OF TEMPORARY APPOINTMENTS

Temporary appointments, both fixed term and short term, shall terminate automatically on the completion of the agreed period of service in the absence of any offer and acceptance of extension. However, a staff member serving under a fixed-term appointment of one year or more, whom it has been decided not to reappoint, shall be notified thereof not later than three months before the date of expiry of the contract. Such a staff member who does not wish to be considered for reappointment shall give notice of his intention within the minimum period specified above.

The minimum period of notice required under Staff Rule 1040 for non-renewal of a fixed term appointment is increased from one to three months.

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CE84/4, ADD. I (Eng.)
11 June 1980
ORIGINAL: ENGLISH

AMENDMENTS TO THE STAFF RULES OF THE PAN AMERICAN SANITARY BUREAU

Presentation by the Staff Association to the
84th Meeting of the Executive Committee

The Director has the honor to present to the Executive Committee, as an annex to this document, a paper prepared by the Washington Staff Association for the 84th Meeting of the Executive Committee, together with the comments of the Secretariat.

Annex

PRESENTATION BY THE STAFF ASSOCIATION TO THE 84TH MEETING
OF THE EXECUTIVE COMMITTEE

1. Introduction

Today we come before you representing an Association strengthened by the participatory character and continental dimension of its new structure: a structure shaped by its members to ensure that its organization speaks with one voice--the collective wish.

However, we should like you to hear us, not just as the staff organization, but also as the organized international community of your own design.

Allow us to depart for a moment from our main issues and reflect on a concept which has become, at your initiative, very much a part of the Organization's overall health policies. We refer to the concept of community participation. This concept would have been considered revolutionary or even heretical to health professionals 20 years ago. Yet, today, it has been adopted as a crucial element in health development.

With this in mind, we should like to request that we, as a community, be given some degree of participation in decision making within the Secretariat. If it is true that participation enhances the sense of responsibility and degree of commitment in community members, can we, as an Organization, less that excell in the practice of what we preach?

To restrict this request for participation exclusively to management/staff relations issues would not do justice to the prevailing feeling among members of the Secretariat. Greater participation in programming, budgeting, work organization, among other matters, is a legitimate claim of those who are entrusted with the execution of technical cooperation activities--be it of a country, subregional or regional nature. Tapping and utilizing the talent and creativity of members of the Secretariat of all grades and levels, through a dynamic and continuing process of participation, would not only result in optimizing the utilization of human resources, but also in transforming the Organization into a growing milieu.

The increased interdependence of all human activities and the consistent demand for a creative approach to technical cooperation requires an organizational climate which restricts bureaucratic behavior and autocratic leadership, and provides for open interactions and strong support to innovations.

Within the context of management staff relations there are in our view three approaches: the consultation process, which in our experience at least, leaves staff with a reactive role rather than the proactive one it should have; the participatory process, the merits of which have been established by our honorable Governing Bodies; and collective bargaining, an old and well known formula open to all workers.

Although the participatory process does not eliminate ambiguity or conflict, we believe its democratic character would make us view conflict and ambiguity as a challenge rather than a threat, and the responsibility for their resolution, weighing equally on both sides. The tripartite structure of the ILO (Governments, Employers and Employees representatives) is a significant example of the democratic interplay between parties with distinctive roles within the world community.

In closing this part of our submission we should like to share with you the aspiration of those who labor with you in the pursuit of health for the peoples of our Continent: we should become the Organization of tomorrow--but our time is now--an international community which practices conviviality rather than merely coexistence, an example of high technical performance and political wisdom and a corporate effort that excels in the respect for human values to lead the challenge of the year 2000.

2. The Executive Committee and the Staff Association

The right of the staff to associate and participate in matters which pertain to their conditions of employment has been recognized by the Governing Bodies and is reflected in the Staff Rules. Through the duly elected representatives of the staff, the Staff Association intends to exercise this right responsibly and to report to you the concerns and the activities of the Association through the appropriate channels provided by the Director of PAHO.

It is hoped that the Committee, which has hitherto been predominantly concerned with the program of work of the Organization, will realize the significance of good staff management relations and the impact this will have upon the morale and productivity of the Organization in the accomplishment of the tasks that you see as necessary to improve the health of people in the Americas, and to achieve the goals that you see for the Organization.

It is intended that this report will provide you with areas for consideration and comment, and that a dialogue can be established. Following the presentation of this report, the representative of the Association will be pleased to reply to any questions.

3. Development of the Staff Association

In response to a continued concern that the staff members in the field were not participating fully in the activities of the Association and the Organization, and being aware of the need for greater communication and participation of staff in the field and those at Headquarters, a Field Staff Council Meeting was held in Washington on 17-22 December 1979.

This Staff Council, which involved Representatives from all the designated areas of the Organization and the AFTOSA, CEPANZO and INCAP Centers, identified a method of coordination and cooperation. This resulted in a substantial modification of the Staff Association Statutes. These modifications were approved in a number of resolutions and have currently been ratified by the participating local organizations. The First Staff Council under the revised Statutes will be held in Lima, Peru, in late 1980.

It can be seen that the efforts reported to you last year in this regard have, to a large extent, been accomplished. However, a major item in the development of such staff participation concerns the availability of access to channels of communication and the facilities normally provided for the activities of such an Association. The facilities normally provided in other organizations (such as use of the pouch, telex and printing) have not been made readily available by the Administration. They are essential to a meaningful exchange of information between Headquarters and Field Staff Organizations, and with other international staff organizations.

The Director of PAHO and the Staff Committee have met on two occasions (March and April 1980) in an effort to discuss outstanding problem areas and the appropriate use of the facilities of the Organization to conduct Association affairs. It is hoped that a suitable solution to this problem can soon be found and agreement reached on this matter which has been pending since 1979, and that, as in the past, such facilities can be freely made available to the Association.

4. Federation of International Civil Service Association (FICSA)
Mission

In view of concerns that had been expressed in relation to the right of association and the application of Staff Rules and procedures in PAHO, a delegation from FICSA visited PAHO/Washington in September-October 1979 on a fact-finding mission. The mission members met with the Director and Staff Representatives, and documents were reviewed.

The FICSA Report resulting from the mission was approved at the 33rd FICSA Council in New York, January 1980, and points, in general, to "a systematic pattern of intimidation and coercion of the staff, and particularly of the Washington PAHO/WHO Staff Association and its affiliates throughout the Region of the Americas." This report* which called for the good offices of the WHO Executive Board and the PAHO Executive Committee to resolve this situation was also sent to the WHO and PAHO Administrations.

In connection with the concerns expressed in the mission report, it should be indicated that there are at least eight instances where transfer of Staff Association members have been attempted. Some of these have led to resignations and non-renewal of contracts. The attempted transfers of two current members of the Staff Committee in Washington have been temporarily postponed. Adverse actions have continued against Staff Association members, or those seen to be participants in or sympathizers of the Staff Committee, both in Washington and the Field.

Discussions started in February 1980 between the PAHO and WHO Administrations, the Staff Representatives and FICSA to try to correct a deteriorating situation. We continue to seek a permanent solution which will ensure that staff members may serve on the Staff Committee without fear or intimidation and that the right of association is guaranteed. It is hoped that whatever progress is made will be of a permanent nature and that the Executive Committee can assist in ensuring that the effective participation of the staff can be assured in the activities of the Organization.

The Staff Association continues its commitment to dialogue and to make its sincere contribution in all areas which can enhance the effectiveness of the Organization.

5. INCAP Situation

Since the last meeting of the Executive Committee, the situation of INCAP staff with respect to their conditions of employment has worsened and can be considered critical. The staff does not enjoy any of the benefits of international employment or the benefits of national employees.

Conditions of employment including salary scales, pensions, insurance and other fringe benefits, together with the issue of staff representation, continue to be applied in a haphazard manner which does not benefit the staff and is inimical to positive staff morale and productivity.

*Copy available on request

We hope that the findings of the Commission set up as a result of Resolution XXXI of the XX Pan American Sanitary Conference and Resolution XXXI of the XXVI Directing Council will help to resolve the long-standing problems of INCAP staff.

It is understood that the Investigating Committee on Conditions of Employment at PAHO Centers will present its findings to this Meeting of the Executive Committee.

6. CEPANZO Situation

Similarly, the Association is extremely concerned with the situation which persists in CEPANZO. Whereas it is recognized that the overall status of the Center program may be a contributing factor, it would not seem appropriate to continue the Center's procedures affecting personnel morale and working conditions, such as the system of job classification, extension of contracts for short periods and the freedom of the right of association. The inability of the Administration to establish the local Board of Inquiry and Appeal to hear pending appeal cases is also a matter that requires an immediate solution.

7. Amendments to the Staff Rules

7.1 Board of Inquiry and Appeal

7.1.1 Background

In accordance with the Staff Rules (1230.2), a Board of Inquiry and Appeal should exist at Headquarters and at each Area Office.

The empanelling of a Board of Inquiry and Appeal has always been a most difficult task at Headquarters. Appeal cases have frequently been delayed as long as 12 months. Furthermore, in Argentina the Area Board of Inquiry and Appeal is not fully operative, and cases are pending.

On 14 March 1980, 30 staff members in Washington concerned because the Headquarters Board of Inquiry and Appeal was not functioning properly as a mechanism of redress, invoked Art. 20 Section B of the Statutes of the Staff Association and called for a referendum to request a change in Staff Rule 1230. At the same time, the staff in Argentina (the only other duty station with a Board of Inquiry and Appeal) made the same proposal to a Staff Assembly. By unanimous decision in Argentina and by a majority of 88 per cent of members voting in Washington, the staff expressed their wish for an amendment to the Staff Rules.

Following the Referendum, the Administration had a meeting with members of the Headquarters Board of Inquiry and Appeal and Staff Representatives, and it is with pleasure that we report that a schedule was set up by the Administration to hear all outstanding cases.

7.1.2 Proposed Amendment

Under the proposed amendment, an appeal that is not heard by the Board of Inquiry and Appeal within 90 days of its receipt will be referred to the ILO Tribunal directly.

It is felt that the change proposed by the Association (based on the results of the referendum) is one that is needed if the Board of Inquiry and Appeal is to operate as originally intended. If such were the case, there would be no need to apply this rule. However, in the event that hearings are delayed, as has been the case in the past, this change in the rule will provide the appellant an avenue for prompt resolution of the problem.

The Association, conscious of the situation and aware of the wishes of the staff, seeks to obtain the Executive Committee's favorable consideration of the proposed amendment, as attached (see Annex 1).

7.2 Other Amendments

The Association is in agreement with the other amendments to the Staff Rules being proposed by the Administration.

8. Status of Women Within the Secretariat

The number of women health professionals in the countries of our Region bears little resemblance to the situation of professional women within the Secretariat. During the 5 five years there have been women presidents in two of our Member States, others have been appointed cabinet members, hundreds have graduated from medical, nursing, and dental schools, and many more have received degrees in administration, engineering and social sciences.

Data provided by the Administration shows that since 1975 (the beginning of the decade for women), the number of professional women in the Secretariat, rather than increase as expected, has decreased from 23 per cent (124) in 1975 to 21 per cent (121) in 1980. A joint management/staff study on staff development¹ conducted in the Secretariat in 1975 highlighted among many other issues of interest (age distribution, recruitment and appointment of staff) the enormous disproportion in the distribution of professional staff by grade and sex as seen in Graph 1 (see Annex 2.1). Following is a translation of a quotation from the Group's report:

¹Informe sobre desarrollo de personal. La situación en la OPS y recomendaciones. Comité Asesor de Desarrollo de Personal OPS/OMS, September, 1975.

In addition to limited hiring of female professionals, there is the problem of the promotion of female staff members in PAHO.

In both the professional and general service categories the women are all clustered in the lower grades (charts 4.1 and 4.2): 11 per cent of the women are at the P.1 grade and 2.7 per cent at the P.5, in contrast with 6 and 27 per cent, respectively, of the men; of 149 P.5 posts only three are held by women. Meanwhile, 4 per cent of the women are at the G.8 grade compared with 16 per cent of the men.

It is not very clear at this point whether this is a problem of hiring at the recruitment level or of staff advancement. Presumably it is one of both; that is, it is probable that the proportion of women hired at the lower grades is higher and that fewer openings for promotion are open to women. In the case of nurses, for example, area advisers are recruited at the P.3 level and in all other professions at the P.4 level. Moreover, there are few promotions from P.3 to P.4, and nurses recruited in the P.4 grade have no prospects for promotion, for only one of 35 nurses is at the P.5 level (June 1975).

Persons with direct experience in this area regarded advancement within the Organization as more difficult for women because women and men are subject to different standards for promotion and reclassification.

The data and the considerations stated therein are as relevant today as they were 5 years ago, as reflected in Graphs 2 and 3 (see Annexes 2.2 and 2.3). Hence, the Secretariat has remained a man's world with little or no role for professional women. While a mandatory quota system may not be considered appealing and might prove detrimental to the effective functioning of the Secretariat, target figures should be established and closely monitored within each grade and each occupational group. The latter is important to remedy sex segregation by occupation: most P.4 and P.3 women in PAHO are nurses--traditionally considered a women's occupation.

Unless more aggressive recruitment, promotion and development policies (formulated with the participation of women) are adopted for women, and more importantly, implemented, the Secretariat will remain the exclusive domain of men by 1985--the end of the decade for women.

9. Staff Contracts

The Staff Representatives would like to bring the attention of the Executive Committee to the current provision of contracts for members of the staff. At the present time, it is to be noted that career appointments are, apparently, not being given by the Organization, despite the fact that the items pertaining to the reduction in force requested of the WHO Administration in Geneva do not appear to pertain to the Region of the Americas.

Likewise, it is to be noted that the staff members who have served the required number of years and performed satisfactorily in their post are not being granted 5-year extensions of contract, but rather these extensions relate frequently only to 2-year renewals.

In view of the length of service of certain staff members and the need to maintain the benefits of experienced international staff within the Organization, it would seem pertinent to review and clarify the procedures to be applied to staff members of this Region. Reconsideration should be given to the application of WHO Staff Rule 375 which provides for an end of service grant to persons whose contracts are not renewed and who have 10 years of satisfactory service.

While it is recognized that, whereas WHO introduced this Rule as a result of a directive from its Governing Bodies to reduce the staff at Geneva Headquarters, the benefit applies to staff in all Regions; however, in this respect, PAHO-funded staff are treated differently from WHO staff employed at the same level in this Region. It should be noted that there are at least two recent cases where the contracts of two PAHO staff members, each with more than 10 years of service, were not renewed during the last 6 months, and those two persons were not accorded this grant.

In most areas, attempts are always made to maintain consistency between the Staff Rules of WHO and PAHO. This Staff Rule was supported for inclusion by the Administration in the PAHO Staff Rules on a previous occasion, and would seem particularly germane at this time, in view of the large number of fixed-term appointments and the suspension of career appointments in PAHO vis-à-vis other UN agencies. It is unlikely that the UN General Assembly will adopt this end-of-service grant in view of the large number of career service personnel in other agencies of the UN System outside WHO and PAHO.

The Executive Committee is therefore respectfully requested to review this matter and to consider the inclusion of WHO Staff Rule 375 in the PAHO Staff Rules.

10. Ombudsman

The current situation affecting staff in the Organization has become a matter of common knowledge and concern to the Association, as well as to other international staff organizations. It is a matter of urgency both to the Administration and to the Association to restore the good name of the Organization. It would seem appropriate for all bodies involved with responsibilities for the development of the Organization, and its staff, now to strive as a matter of priority for an effective and long-lasting solution. The Committee would like to express its interest in the creation of the post of Ombudsman, which has been proposed previously, and which has apparently been effective in WHO Geneva, UNDP, and the International Monetary Fund in the Washington area as a means to improve staff-management relations. The Director is understood to be actively considering this matter, but is concerned with the budgetary implications for the Organization. It is requested that the Executive Committee give serious consideration to authorizing the Director to appropriate funds to create such a position.

11. Security of International Civil Servants

A matter which has been of concern to all international agencies (and which directly affects PAHO since at least one staff member is involved) is the security of international civil service personnel.

The basis of all effective international collaboration in the technical agencies of the UN System is dependent upon the ability of staff members to undertake their responsibilities in an atmosphere in which there is protection of their rights and personal security. It is, therefore, essential that the executive heads of the respective agencies provide staff with the necessary protection and guarantees.

Member States have undertaken to respect the exclusively international character of the functions of staff members under the Charter of the United Nations, the Universal Declaration on Human Rights and other international instruments. Nevertheless, it appears that there is increasing evidence in the interference of staff members independence.

Recently, the United Nations Commission on Human Rights Meeting in Geneva on 11 March 1980 passed the following resolution on the human rights of civil servants:

1. Appeals to Member States of the United Nations to respect their obligations under the Charter, the Universal Declaration of Human Rights, the International Covenant on Political and Civil Rights and the Convention on the Privileges and Immunities of the United Nations; and

2. Requests the Secretary-General to use his good offices to ensure the full enjoyment of human rights by United Nations staff members and the enjoyment of rights conveyed under the Convention on the Privileges and Immunities of the United Nations.

It would seem appropriate, therefore, for the Executive Committee to consider this question and to initiate procedures to assure that mechanisms are established within the Organization so that the Member States can readily resolve any situation affecting staff security. Such mechanisms should serve to strengthen the principles, security and independence of the international civil service, in order that the Organization may be reassured in its ability to fulfill its obligation in international collaboration.

12. Conclusion

In conclusion, the Staff Association wishes to reiterate what has been previously expressed: that the guiding principle of the representatives of the staff is to safeguard the rights of our constituents within the framework of the Constitution of PAHO so that its objectives will be achieved in a spirit of harmony.

I thank you for your kind attention and the opportunity to place these matters before the Committee. I shall be pleased to attempt to answer any questions that you might have, and other members of the Committee are available in cases where I am not in a position to provide the answer myself.

Annexes

PROPOSED AMENDMENT TO STAFF RULE 1230

OLD RULE

- 1230.3.1 The Headquarters Board of Inquiry and Appeal shall report its findings and recommendations to the Director, with whom the final decision shall rest. The Director shall inform the appellant of his decision and at the same time send him a copy of the report. If no decision is taken by the Director within sixty days of receipt of the Board's report, the recommendations of the Board shall be deemed to have been rejected and such rejection shall be subject to appeal, as provided in Rule 1240, as if a final action had been taken on it.
- 1230.3.2 The Area Board of Appeal shall report its findings and recommendations to the Area Representative. The Area Representative shall inform the appellant of his decision and at the same time send him a copy of the report. If no decision is taken by the Area Representative within sixty days of receipt of the Board's report, the recommendations of the Board shall be deemed to have been rejected and such rejection shall be subject to appeal, as provided in Rule 1230.8.5, as if a final action had been taken on it.
- 1230.8.3 A staff member wishing to appeal against a final action must dispatch to the Board concerned, within sixty calendar days after receipt of such notification, a written statement of his intention to appeal, specifying the action against which appeal is made and the subsection or sections of Rule 1230.1 under which the appeal is filed. The Board shall open its proceedings at the earliest possible moment after receipt of the appellant's full statement of his case.

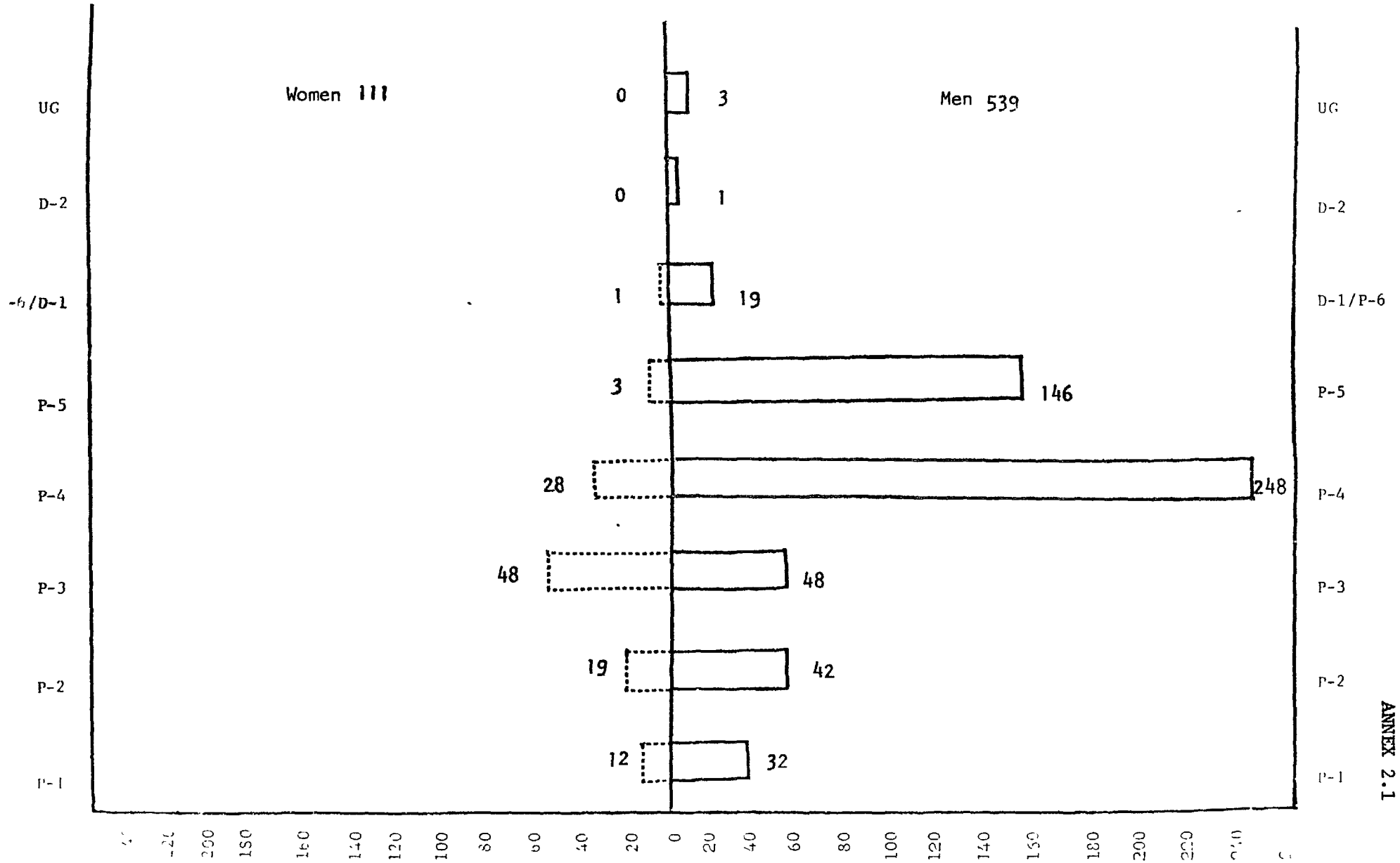
NEW RULE

- 1230.3.1 The Headquarters Board of Inquiry and Appeal shall report its findings and recommendations to the Director, with whom the final decision shall rest. The Director shall inform the appellant of his decision and at the same time send him a copy of the report. If no decision is taken by the Director within sixty days of receipt of the Board's report, the recommendations of the Board shall be deemed to have been rejected and such rejection shall be subject to appeal, as provided in Rule 1240, as if a final action had been taken on it. Similarly, if an appeal is not heard by the Board within ninety (90) days of its receipt, the appeal may be referred to the ILO Tribunal as provided in Staff Rule 1240.
- 1230.3.2 The Area Board of Appeal shall report its findings and recommendations to the Area Representative. The Area Representative shall inform the appellant of his decision and at the same time send him a copy of the report. If no decision is taken by the Area Representative within sixty days of receipt of the Board's report, the recommendations of the Board shall be deemed to have been rejected and such rejection shall be subject to appeal as provided in Rule 1230.8.5, as if a final action had been taken on it. Similarly, if an appeal is not heard by the Area Board within ninety (90) days of its receipt, the appeal may be referred to the ILO Tribunal, as provided in Staff Rule 1240.
- 1230.8.3 A staff member wishing to appeal against a final action must dispatch to the Board concerned, within sixty calendar days after receipt of such notification, a written statement of his intention to appeal, specifying the action against which appeal is made and the subsection or sections of Rule 1230.1 under which the appeal is filed. The Board shall open its proceedings not later than ninety (90) days after receipt of the Appellant's full statement of the case.

GRAPH 1

Distribution of Professional Staff by Grade and Sex

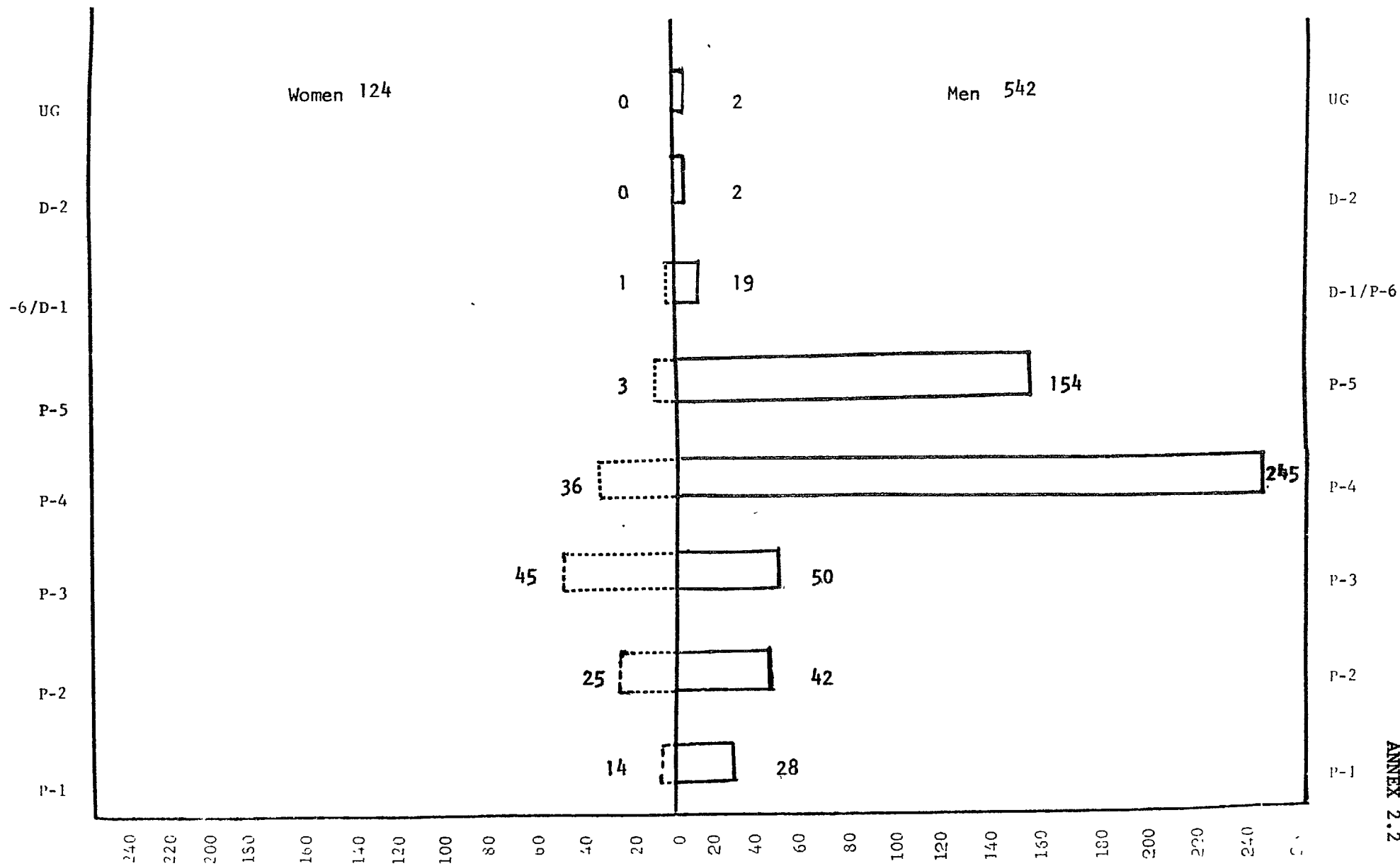
(December 1974)



GRAPH 2

Distribution of Professional Staff by Grade and Sex

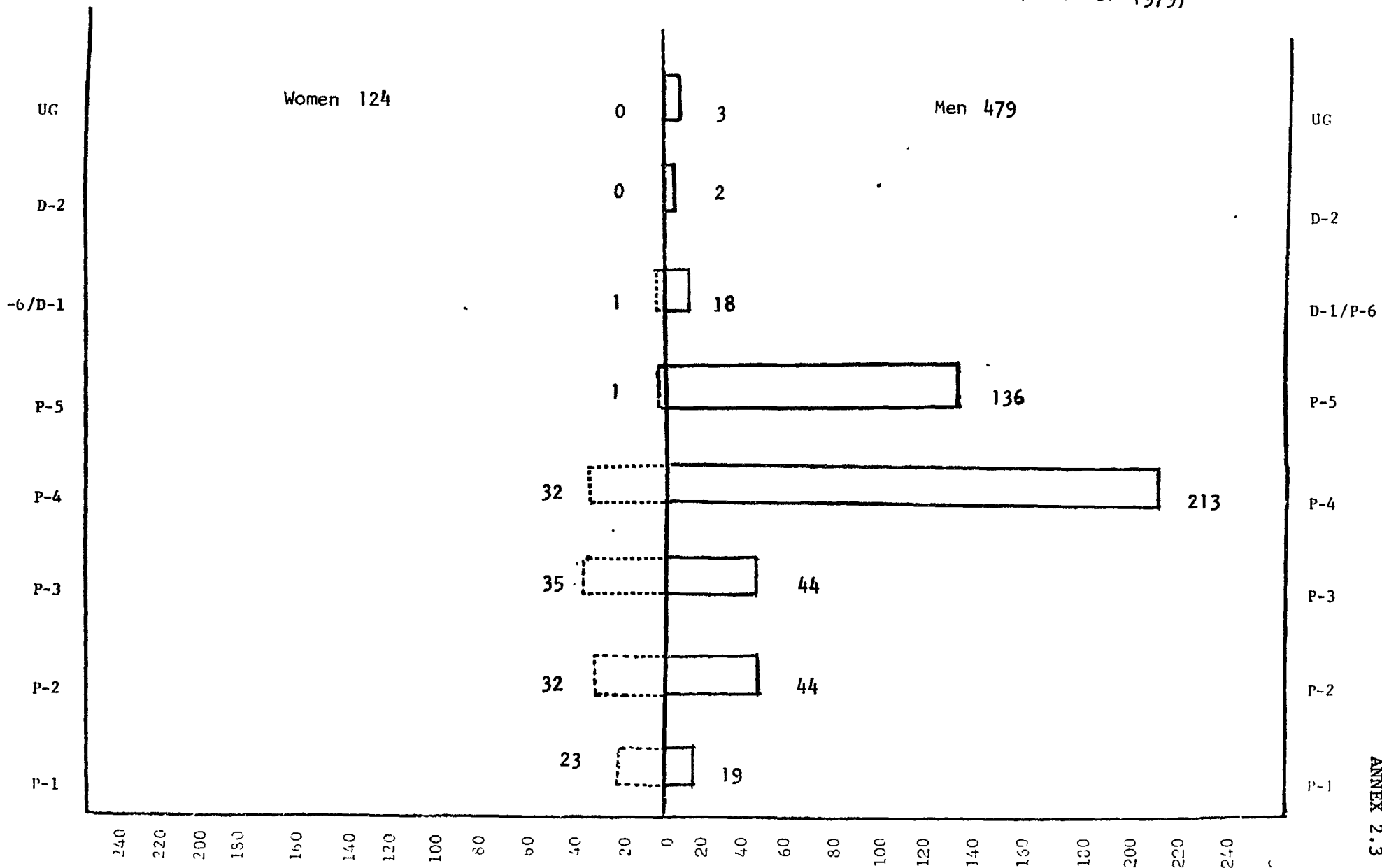
(December 1975)



GRAPH 3

Distribution of Professional Staff by Grade and Sex

(December 1979)



COMMENTS OF THE SECRETARIAT

COMMENTS OF THE SECRETARIAT

The Secretariat is pleased to note the respectful and proper tone by which the Staff Committee representatives have presented their statements to the Executive Committee. The Secretariat welcomes this type of dialogue and considers it appropriate and conducive to good management staff relations. The Secretariat will continue to devote time and effort to involve the Staff Association in matters pertaining to conditions of employment within the provision of Staff Rule 910, which reads:

The Staff, at any office or location, shall have the right to associate themselves together in a formal organization for the purpose of developing staff activities and making proposals and representation to the Bureau concerning personnel policy and conditions of service. The staffs at the several offices and locations of the Bureau's activities shall have the right to form an association of all staff members for the same purpose. The staff of the Bureau may associate themselves with the staffs of the World Health Organization, other United Nations organizations and the Organization of American States in the development of joint activities and in the expression of views on matters affecting the international civil service.

Conditions of employment and personnel policies have been the object of meetings, discussions and consultation. We believe that there is a need for continuing dialogue between the parties on matters falling within the competence of the Staff Committee. To this end the Assistant Director has been designated as the Director's personal representative who, together with other members of the Secretariat, is maintaining dialogue and communications with the representatives of the staff. In recent months the Director has personally met with the members of the Staff Committee of Washington on various subjects and, more recently in Geneva, with the President of FICSA (Federation of International Civil Servants Association).

The Secretariat welcomes any improvements in the Staff Association's Statutes which will permit greater participation of staff. The Administration has recognized associations recently formed by field personnel in various offices. Our efforts must, therefore, be concentrated on developing more effective communications so that the Organization benefits from the inputs of all members of the Secretariat.

Regarding matters of program and budget, the Secretariat will continue to be guided by the Governing Bodies of the Organization.

In terms of the facilities accorded to the Staff Association, the Secretariat has probably done more for the Staff Association during the past five years than in any other period prior to 1975. The Association has been provided with secretarial services, office space, administrative leave, use of pouches, telex and printing services. The above, in addition to the staff time of the Secretariat, are costly. Here, as in all other areas, the Secretariat has a continuing responsibility of ensuring that the resources of the Organization are properly used.

As regards the visit of a FICSA delegation to Headquarters, we wish to clarify that the delegation paid a courtesy visit to the Director but no discussions were held in the course of the meeting on any issue. The Director, assured the delegation that they were welcome to interview any member of the Secretariat in relation to its mission. More recently in Geneva, the Director-General of WHO and the Regional Director met with the President of FICSA in order to discuss the inaccuracies and allegations contained in the FICSA report and to provide them with a document prepared by the Secretariat in response to the FICSA report.

On the subject of staff rotation, reassignments of staff members are decided in the interests of the Organization in relation to its program requirements. Such program changes resulting in alteration of the Organization's structure make the transfer of posts and/or staff an essential requirement. Each member of the Secretariat must, therefore, respond to the needs of service. For your information, the number of professional staff reassigned was 68 in 1979 and 340 during the 5-year period 1975-1979.

The Secretariat shares the concern of the Staff Committee on the subject of employment conditions prevailing at INCAP. As the Executive Committee is aware, the Institute was established as an independent agency and is governed by a governing organ of its own, the Council of INCAP. As to CEPANZO, there are also problems related to the funding of the local posts. The financing of the Center was the subject of discussions by the 82nd Meeting of the Executive Committee and XXVI Meeting of the Directing Council. The general budgetary constraints are mainly responsible for most of the difficulties related to the employment conditions of the general service category at the Center. As a result of Resolution XXX of the 82nd Meeting of the Executive Committee, a review team has been appointed in order to undertake within the Secretariat a study of the personnel employment and benefits systems used by the Centers. The results of that review and recommendations, including those relating to CEPANZO and INCAP, will be thoroughly studied by the Secretariat and a report thereon will be submitted to the Executive Committee.

On the subject of the proposed amendments to the Staff Rules concerning the Board of Inquiry and Appeal, we regret the delays which have occurred in some cases, which, incidentally, were not always the responsibilities of the Secretariat. We have met recently with the Staff Committee on this subject and are considering internal mechanisms by which appeal cases would, in the future, be heard more expeditiously.

Another element we wish to mention is that normally changes in the Staff Rules of PASB originate in WHO, where our Staff Association has representation through the WHO Headquarters Staff Association, which speaks for the staff of the WHO system as a whole. Any changes that are decided by the WHO Executive Board are brought to the attention of the Executive Committee by the Secretariat for decision purposes. Therefore, it is for the Executive Committee to decide whether to adopt the revised Staff Rules of WHO for PASB use. We consider that changes to the Staff Rules and Regulations originating at WHO are in line with the many resolutions of the PAHO Governing Bodies which require the Secretariat to maintain insofar as possible uniform policies and procedures for the staff of PASB and WHO.

Under the circumstances, postponement to a later date of the consideration of the proposed changes in Staff Rule 1230 may be in order.

The status of professional women in the Secretariat has been a matter of concern to us. In 1979 the Director has written to all Member Governments, through his Representatives at the country level, in order that the Secretariat be provided with more curricula vitae of suitable women candidates for short-term and long-term vacancies. We once again wish to request each Member Government to help the Secretariat identify the women of the calibre and experience for various professional positions in the Bureau. From 1978 to 1979 the International Center for Research on Women was commissioned by the Secretariat to undertake a study of women's participation in health in the Region, both as providers and as consumers of health care. Further, following the thoughts expressed by the Director-General of WHO on the "UN Decade for Women: Equality, Development and Peace," which had been established by the General Assembly in 1975, the Secretariat recruited a consultant to develop a preliminary document of the Organization's efforts to promote women in health and development programs. The report was highly praised by WHO and will be used by the Preparatory Committee for presentation to the UN General Assembly.

On the subject of career service appointments in PASB the awards have been suspended since 1976 as a result of a similar decision taken by WHO for its staff and in the interest of maintaining similar working conditions for PASB and WHO staff. If WHO changes its policy, the Secretariat of PASB will do likewise.

Staff Rule 375 of WHO was designed to address the situation of those staff members whose employment status in WHO might be affected in the implementation of Resolution WHA29.48. At the 78th Meeting of the Executive Committee in 1977, the Secretariat recommended the adoption of Staff Rule 375, which would provide an end-of-service grant for PASB staff under terms of eligibility identical with those for WHO staff. However, the Executive Committee noted that Rule 375 was born of the circumstances unique to WHO and decided to leave in abeyance the application of the grant to PASB staff pending approval by the United Nations of the relevant recommendation of the International Civil Service Commission on the understanding that, if the situation arises, it would likewise be applicable to PASB staff with retroactive effect as of 1 January 1977. Under the circumstances it would be for the Executive Committee to decide whether it would wish to reconsider its earlier position on this issue and provide the same benefit to PASB staff.

The Secretariat has proceeded in accordance with the guidelines established by the United Nations on matters concerning the security of the staff. We will continue to do our utmost to respond in a timely fashion when the need arises.

The proposal of an Ombudsman for PASB staff has been the subject of discussions during the past two years. At present a working group is studying the Ombudsman concept as one of several possibilities for grievance procedure. The group is expected to complete its work by August 1980.