

**XXIV PAN AMERICAN SANITARY CONFERENCE****XLVI REGIONAL COMMITTEE MEETING**

WASHINGTON, D.C.
SEPTEMBER 1994

Provisional Agenda Item 4.2

CSP24/11 (Eng.)

3 August 1994

ORIGINAL: ENGLISH

**REPORT OF THE AWARD COMMITTEE OF THE PAHO AWARD FOR
ADMINISTRATION, 1994, AND PROPOSED CHANGES
TO THE PROCEDURES AND GUIDELINES FOR
CONFERRING THE AWARD**

Report of the Award Committee

The Award Committee of the PAHO Award for Administration, 1994 met on 29 June during the 113th Meeting of the Executive Committee. After examining the information on the candidates nominated by Member Governments, it decided to confer the Award on Dr. Zilda Arns Newmann of Brazil, for her outstanding work in the administration of programs in a variety of public health fields, particularly maternal and child health, both in nongovernmental and governmental organizations and at state and national levels.

The Executive Committee considered the report of the Award Committee (Annex I) and approved the proposed resolution.

Proposed Changes to the Procedures and Guidelines for Conferring the Award

The Executive Committee considered the proposed changes to the procedures and guidelines for conferring the PAHO Award for Administration (Annex II) and adopted Resolution CE113.R17, recommending to the XXIV Pan American Sanitary Conference the approval of a resolution adopting the proposed modifications (Annex III).

Annexes

*executive committee of
the directing council*



**PAN AMERICAN
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the regional committee*

**WORLD
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113th Meeting
Washington, D.C.
27 June-1 July 1994

CSP24/11 (Eng.)
ANNEX I

Agenda Item 3.4

CE113/8, Add. I (Eng.)
29 June 1994
ORIGINAL: SPANISH

PAHO AWARD FOR ADMINISTRATION, 1994

Report of the Award Committee

The Award Committee for the PAHO Award in Administration, 1994, was comprised of Dr. Virginia de Espinoza (Honduras), Dr. Ruben Campos (Belize), and Dr. Angel Grillo (Uruguay).

The Committee met on 29 June 1994 under the chairmanship of Dr. de Espinosa (Honduras), and examined the information on the candidates nominated by Member Governments, namely:

<u>Name</u>	<u>Country</u>
Mr. Arthur Archer	Barbados
Mrs. Gwendolyn A. Noel	Grenada
Dr. Zilda Arns Neumann	Brazil
Dr. J. I. Osorio de Medeiros	Brazil
Dr. Humberto Ramírez Gómez	Colombia
Prof. Cosme Ordóñez Carceller	Cuba
Dr. Antonio Ibarra	Cuba
Miss Mercedes Girón Rodas	El Salvador
Mr. Héctor G. Aguirre Gas	Mexico
Dr. María Carmona de Chacón	Venezuela
Dr. Yaber Pérez	Venezuela
Mrs. Gioconda Pizani de Pérez	Venezuela

The Committee unanimously decided to grant the Award to Dr. Zilda Arns Neumann, Director of the Division of Maternal and Child Health in the Ministry of Health of Brazil, for her outstanding work in the administration of programs in a variety of public fields, particularly maternal and child health—both in nongovernmental and governmental organizations and at state and national levels.

The Award Committee proposes that the Executive Committee adopt the following resolution:

THE 113th MEETING OF THE EXECUTIVE COMMITTEE,

Having examined the report of the Award Committee of the PAHO Award for Administration, 1994 (Document CE113/8, Add. I); and

Bearing in mind the provisions of the Procedure and Guidelines for conferring the PAHO Award for Administration as approved by the XVIII Pan American Sanitary Conference (1970) and amended by the XX Pan American Sanitary Conference (1978) and by the XXVII Meeting of the Directing Council (1980),

RESOLVES:

1. To note the decision of the Award Committee to confer the PAHO Award for Administration, 1994, on Dr. Zilda Arns Neumann, Director of the Division of Maternal and Child Health in the Ministry of Health of Brazil, for her outstanding work in the administration of programs in a variety of public fields, particularly maternal and child health—both in nongovernmental and governmental organizations and at state and national levels.

2. To transmit the report of the Award Committee of the PAHO Award for Administration, 1994 (Document CE113/8, Add. I) to the XXIV Pan American Sanitary Conference.

*executive committee of
the directing council*



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113th Meeting
Washington, D.C.
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CSP24/11 (Eng.)
ANNEX II

Provisional Agenda Item 3.4

CE113/8 (Eng.)
29 April 1994
ORIGINAL: ENGLISH

**REPORT OF THE AWARD COMMITTEE OF THE
PAHO AWARD FOR ADMINISTRATION, 1994**

The PAHO Award for Administration is given annually to an outstanding professional in the health field, in its broadest sense, to stimulate excellence and leadership in the area of health administration and management.

As in previous years, the Award Committee, a subcommittee of the Executive Committee of PAHO, will meet during the 113th Meeting of the Executive Committee to determine the winner of the 1994 Award. Background on the Award itself and on previous winners is contained in Part A of this document.

Recent experience suggests that it might be appropriate to revise the procedures and guidelines governing the Award. The suggested revisions are contained in Part B of this document, for the Executive Committee's approval and submission to the Pan American Sanitary Conference in September.

PART A

History of the PAHO Award for Administration

The PAHO Award for Administration dates back to 1969, when the Executive Committee of PAHO, at its 61st Meeting, accepted a donation from Dr. Stuart Portner, former Chief of Administration of the Pan American Sanitary Bureau, to establish an annual award "to promote better administrative management in the field of health." The Award, now in the amount of US\$ 5,000, is granted according to procedures and criteria approved by the Pan American Sanitary Conference and the Directing Council of PAHO.

The Award Committee is made up of representatives of three Member Governments serving on the Executive Committee, who meet during the Executive Committee meeting to select the winner from among the candidates proposed by governments. The Award is presented to the winner at a ceremony that takes place during the Pan American Sanitary Conference or the Directing Council meeting.

Award Recipients

- 1972 *Dr. Eduardo Zapata Salazar (Peru).* Director of Personnel, Ministry of Health. For his work on the preparation and implementation of a model of a personnel administration system for the health sector in his country.
- 1973 *Mr. Guillermo Istúriz (Venezuela).* Founder of the hospital administration program and of the courses in this discipline at the School of Public Health. For work in the field of hospital management which is regarded as the basis for the doctrine and practice in this field and as having shaped the modern approach to hospital management in Venezuela.
- 1975 *Mr. Dennis Sánchez Acuña (Costa Rica).* Planning expert in the Sectoral Unit of the Ministry of Health. For his outstanding contribution in drawing up the National Health Program for 1975-1978, particularly the methods used to improve the development of administrative resources.
- 1976 *Dr. Ernani Guilherme Fernandes da Motta (Brazil).* Superintendent, Health Campaigns Superintendency, Ministry of Health. For his work in administrative management, especially in relation to the meningitis vaccination campaign in his country.
- 1977 *Dr. Roberto Pereda Chávez (Cuba) (posthumous).* Director of the Department of International Relations, Ministry of Public Health. For the exceedingly

salutary effects of his work on the administration and consolidation of the National Health System of his country.

- 1978 *Dr. Oswaldo Egas Cevallos (Ecuador)*. General Director for Health Planning, Ministry of Public Health. For his work in the administration of health services in his country.
- 1980 *Dr. Jair de Oliveira Soares (Brazil)*. Minister of Social Security in the Federal Government. For his contribution to the organization and management of health sector services in his country, at both the regional and national levels.
- 1981 *Dr. Frederick Burns Roth (Canada)*. Professor of Health Administration, University of Toronto. President and Chairman of the Board, Home Care Program for Metropolitan Toronto. For his work in improving the practice and teaching of health care administration, both nationally and internationally.
- 1982 *Dr. Julio César Mérida de León (Guatemala)*. Chief, Tuberculosis Division, Ministry of Public Health and Social Welfare. For his work in developing and executing programs for the prevention and control of communicable diseases, and for his influence in strengthening and modernizing comprehensive health services administration.
- 1983 *Dr. Arnaldo Tejeiro Fernández (Cuba)*. Adviser, National Bureau of Statistics. For his contributions and the positive social repercussions of his work as a member of the National Health System of Cuba.
- 1984 *Dr. Manuel Barquín (Mexico)*. Professor, School of Medicine, National Autonomous University. For his exceptional contribution to the improvement of the health of the people of Mexico and other countries of Latin America, as well as for his academic achievements in the areas of teaching and research.
- 1985 *Dr. Elizabeth Quamina (Trinidad and Tobago)*. Chief Medical Officer, Ministry of Health and Environment. For her outstanding work in health planning, administration, and human resources development.
- 1987 *Dr. John E. F. Hastings (Canada)*. Professor of Health Administration, Division of Community Health, University of Toronto. For his varied services in the public health field, especially in administration and research, and for a wide variety of publications on the subject.
- 1988 *Dr. Guido Miranda Gutiérrez (Costa Rica)*. Executive President of the Costa Rican Social Security Fund. For his outstanding contribution to administration and teaching in the areas of health and social security.

- 1989 *Dr. David Bersch Escobar (Colombia)*. Scientific Director of the Foundation for the Development of Health Education. For his outstanding work in research, teaching and management in the area of health administration.
- 1990 *Dr. Pedro Alejandro de Armas H. (Venezuela)*. Director, School of Medicine, Francisco de Miranda University, Coro, State of Falcón. For his outstanding work in the area of health administration.
- 1991 *Prof. Oscar Mateo de Acosta Fernández (Cuba)*. Director, National Institute of Endocrinology, and Professor of Internal Medicine, University of Havana. For his outstanding contributions in health research, teaching, and administration, particularly in the field of endocrinology.
- 1992 *Dr. Desmond O. N. McIntyre (Dominica)*. Former Chief Medical Officer, Ministry of Health and Social Security. For outstanding work in the area of health administration.
- 1993 *Dr. Georgina Velásquez Díaz (Mexico)*. General Coordinator of the Solidarity Program of the Mexican Institute of Social Security. For her contribution to the organization and consolidation of the administrative infrastructure and health services of the Solidarity Program.

On the recommendation of the Award Committee, the Award was declared void in 1971, 1974, 1979, and 1986, because the nominations did not meet the approved criteria or because only one nomination had been submitted.

PART B

1. 1994 Announcement

Every year since 1972, the Pan American Health Organization has invited Member Governments to submit the names of candidates for the PAHO Award for Administration. The announcement for 1994 reads as follows:

Every year the governments of the countries of the Americas, acting through their representatives in the meetings of the Governing Bodies of the Pan American Health Organization, confer the PAHO Award for Administration, in recognition of an outstanding contribution in the field of administration, within the framework of national health services.

This Award dates back to 1969, when the Executive Committee of PAHO, in its 61st Meeting, accepted a generous grant from Dr. Stuart Portner, former Chief of Administration of the Pan American Sanitary Bureau, to institute an annual award for the purpose of contributing to the improvement of health administrative systems.

The procedures and criteria for conferring the Award were approved by the XVIII Pan American Sanitary Conference in 1970. The Chairman of the Executive Committee of PAHO was charged with appointing a three-member Award Committee to choose the recipient during the sessions of the Executive Committee, from among the candidates presented by the governments. One year the Award was to be given to an official who had excelled in the actual administration of health services, and the next to the author of the most distinguished work on administration and training in that field.

With the growing importance of new methods for health administration in the Region of the Americas, it became clear that these criteria were in need of revision to reflect a spirit of service to the community and to fit the social realities of each country. Therefore, the XX Pan American Sanitary Conference decided in 1978 to modify the procedures and guidelines for conferring the Award, so that candidates could be considered for outstanding work in any health field, whether in administration or in program execution.

The procedures and criteria or guidelines for conferring the Award, as approved by the XVIII Pan American Sanitary Conference (1970) and as amended by the XX Pan American Sanitary Conference (1978) and the XXVII Meeting of the Directing Council (1980), are as follows:

Procedures

1. To contribute to the improvement of the administration of health programs, the Pan American Health Organization has established the PAHO Award for Administration,

which will be competed for annually and will consist of a diploma and the sum of US\$ 5,000.

2. The Award shall be conferred on a candidate who has done outstanding work in any health field, whether in administration or execution of programs.

3. The Chairman of the Executive Committee shall appoint an Award Committee, consisting of three representatives from Member Countries of the Executive Committee, who will discharge their duties for the period of their term of office on the Executive Committee. The Chairman shall fill any vacancies that occur on the Award Committee. When there are candidates from countries represented on this Committee, those members shall be replaced by representatives of other Member Countries of the Executive Committee, who shall be designated by the Chairman of the Executive Committee to serve on the Award Committee for that occasion only.

4. The names of candidates shall be submitted by the Member Governments of PAHO, through their ministries of health.

5. The Director of the Pan American Sanitary Bureau shall, at the end of each meeting of the Directing Council or the Pan American Sanitary Conference, invite the governments of Member Countries to submit nominations for the Award.

6. The names of proposed candidates shall be submitted to reach the Director of the Pan American Sanitary Bureau by 15 March, together with their curriculum vitae and documentation supporting the nature and quality of the work done, or of the written work submitted for the award, as the case may be. This documentation shall include a brief narrative describing the impact which the candidate's work has had on health administration in the home country. All documentation shall be submitted in an original and three copies.

7. Nomination of candidates shall not necessarily be limited to officers serving at the ministerial level but may include those serving in other administrative units or institutions in/or related directly to the health sector.

8. The Director of the Pan American Sanitary Bureau shall forward to the members of the Award Committee copies of the documentation submitted, 45 days before the date of the opening of the first annual meeting of the Executive Committee, so that they can meet and decide on the Award during the sessions of the Executive Committee, and report their decision to the latter, in order that it may be duly transmitted to the Directing Council or the Pan American Sanitary Conference.

9. Nominations received by the Director of the Pan American Sanitary Bureau after 15 March shall be held in abeyance for consideration by the Award Committee the following year.

10. The Award Committee shall have the authority to declare the Award void in the event that no candidate meets the approved criteria.
11. When in any year only one nomination is received within the time limit prescribed, the Award Committee shall have the authority to refer that candidacy for consideration with others received in the ensuing year.
12. Unsuccessful candidates in any one year may be renominated for consideration once only and in the following year. For such renomination a simple communication incorporating any additional pertinent data shall suffice.
13. The announcement of the winner of the Award shall be made during the meeting of the Directing Council or the Pan American Sanitary Conference.
14. Whenever practicable, the Award shall be presented during the appropriate meeting of the Directing Council or the Pan American Sanitary Conference, the cost of the travel involved being borne by the government concerned.
15. When such presentation is not practicable, alternatives shall include:
 - (a) Receipt of the Award at the meeting of the Directing Council or the Pan American Sanitary Conference by a member of the delegation of the recipient's country, on his/her behalf.
 - (b) Presentation made in the home country by the PAHO/WHO Country Representative on behalf of the Director of the Pan American Sanitary Bureau.
16. Whatever the method of presentation of the Award may be, it shall be accompanied by appropriate publicity issued to the news media, both by the Pan American Sanitary Bureau and the government concerned.
17. The Director of the Pan American Sanitary Bureau shall request Member Governments to give more active consideration to the possibility of making use of the Award to foster administrative improvement within the framework of the national health services.
18. These general rules and guidelines shall be reviewed at any time, as deemed appropriate in light of the experience gained. The amendments approved by the Executive Committee shall be submitted to the Directing Council or the Pan American Sanitary Conference.

Guidelines

1. Effect of the activity of the candidate on improving administration in the health sector. For example:

- Contribution to the improvement of the organization and introduction of administrative methods and procedures required for the execution of a national, regional or provincial health plan.
- Contribution to the coordination and strengthening of health service agencies.
- Contribution to the establishment of a sense of devotion to duty and *esprit de corps*.
- Incorporation of the teaching of administration into educational programs in the health sector.
- Methods of applying and evaluating administrative methods.
- Contribution to the establishment of an efficient personnel system.
- Contribution to the establishment of the program budget.
- Design and introduction of an accounting system.
- Participation in teaching activities, and practical experience in problem areas or disciplines relating to health administration.

2. Value of a written work, judged by the feasibility of applying its contents to improve health administration, including training. Example:

- A model program of administrative training in medical, public health, or sanitary engineering schools, etcetera.
- A model personnel system for the health sector.
- A program for the development of administrative manpower adapted to a health plan.

The 19 recipients of the award have been outstanding health professionals from Brazil (twice), Canada (twice), Colombia, Costa Rica (twice), Cuba (three times), Dominica, Ecuador, Guatemala, Mexico (twice), Peru, Trinidad and Tobago, and Venezuela (twice). Their work has covered a wide range of disciplines, but emphasis has been on administration of health programs at the national level or on teaching of health administration.

2. Proposed Modifications to the Procedures and Guidelines

The last revision of the procedures and guidelines took place in 1980, and recent experience suggests that it might be appropriate to revise and update them as provided for in the Procedures (item 18).

The following should be noted:

- The spirit of the award, which stems from the area of interest of Dr. Stuart Portner, former Chief of Administration of PAHO, is to recognize outstanding professionals in the broad field of administration.
- The monetary value of the Award is now US\$ 5,000.
- Item 2 under Procedures omits research, although the regulations approved by the Pan American Sanitary Conference state:

The Award shall be made to a candidate who has done and continues to do outstanding work in any health field, whether administration, research or execution of programs.

- The procedures speak to program administration or management, but the guidelines refer almost exclusively to improving administration. This apparent dichotomy between the guidelines and the procedures may lead to difficulty in the presentation and judging of candidates.

It is therefore proposed that the existing announcement be modified as follows:

Procedures

1. To contribute to the improvement of the administration of health programs, the Pan American Health Organization has established the PAHO Award for Administration, which will be competed for annually and will consist of a diploma and the sum of US\$ 5,000. This sum will be reviewed as appropriate by the Executive Committee on the recommendation of the Director of the Pan American Sanitary Bureau.

2. The Award shall be conferred on a candidate who has contributed significantly to strengthening health development through practice, teaching, or research.

3. The Chairman of the Executive Committee shall appoint an Award Committee consisting of three representatives from Member Governments of the Executive Committee, who will discharge their duties for the period of their term of

office on the Executive Committee. The Chairman shall fill any vacancies that occur on the Award Committee. When there are candidates from countries represented on this Committee, those members shall be replaced by representatives of other Member Governments of the Executive Committee to serve on the Award Committee for that occasion only. The Chairman of the Executive Committee will designate these representatives.

4. The Director of the Pan American Sanitary Bureau shall invite the Member Governments to submit nominations for the Award.

5. The names of candidates shall be submitted by the Member Governments of PAHO, through their ministries of health.

6. The names of proposed candidates shall be submitted to reach the Director of the Pan American Sanitary Bureau by 15 March, together with their curriculum vitae and documentation supporting the nature and quality of the work done, or of the written work submitted for the Award, as the case may be. This documentation shall include a brief narrative describing the impact which the candidate's work has had on health administration in the person's home country. All documentation shall be submitted in an original and three copies.

7. The Director of the Pan American Sanitary Bureau shall forward to the members of the Award Committee copies of the documentation submitted 45 days before the date of the opening of the first meeting of the Executive Committee for the calendar year. In this way, the Award Committee can meet and decide on the Award during the sessions of the Executive Committee and report their decision to the latter. The Executive Committee shall transmit the decision to the Directing Council or the Pan American Sanitary Conference.

8. Nominations received by the Director of the Pan American Sanitary Bureau after 15 March shall be held in abeyance for consideration by the Award Committee the following year.

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Guidelines

The Award Committee shall judge the relative merits of the candidates with regard to the following:

- Demonstrated excellence in the management of health programs at the national or local level.

- Experience in teaching health program administration that has influenced health practice nationally or internationally.
- Sustained research production that contributes to improving the delivery of health programs and services.



EXECUTIVE COMMITTEE OF
THE DIRECTING COUNCIL

PAN AMERICAN
HEALTH
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WORKING PARTY OF
THE REGIONAL COMMITTEE

WORLD
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RESOLUTION

CE113.R17

CSP24/11 (Eng.)
ANNEX III

MODIFICATIONS TO THE PROCEDURES AND GUIDELINES FOR CONFERRING THE PAHO AWARD FOR ADMINISTRATION

THE 113th MEETING OF THE EXECUTIVE COMMITTEE,

Having reviewed Document CE113/8 containing, among other things, a proposal to modify to the existing procedures and guidelines for conferring the PAHO Award for Administration,

RESOLVES:

To recommend to the XXIV Pan American Sanitary Conference the adoption of a resolution along the following lines:

THE XXIV PAN AMERICAN SANITARY CONFERENCE,

Having reviewed Document CSP24/11, containing, among other things, a proposal for modification to the existing procedures and guidelines for conferring the PAHO Award for Administration;

Noting that the last revision of the procedures and guidelines took place in 1980, and that recent experience suggests that they should be updated; and

Considering that the Director has proposed and that the 113th Meeting of the Executive Committee has analyzed revisions to the current procedures and guidelines for conferring the Award,

RESOLVES:

1. To adopt the modifications to the procedures and guidelines for conferring the PAHO Award for Administration contained in Document CSP24/11.

2. To request the Director to communicate the revised procedures and guidelines to the Member States.

*(Adopted at the eighth plenary session,
30 June 1994)*