

166th SESSION OF THE EXECUTIVE COMMITTEE

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Provisional Agenda Item 6.1

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AMENDMENTS TO THE PASB STAFF REGULATIONS AND RULES

Introduction

1. The Staff Regulations of the Pan American Sanitary Bureau (PASB or the Bureau) may be supplemented or amended by the Directing Council or the Pan American Sanitary Conference of the Pan American Health Organization (PAHO) pursuant to Staff Regulation 12.1.
2. In accordance with Staff Rule 020, the Staff Rules of PASB may be amended by the Director, subject to confirmation by the Executive Committee of PAHO.
3. Accordingly, the Director is submitting for confirmation to the 166th Session of the Executive Committee the amendments to the Staff Rules established by the Director since the 164th Session of the Committee, as shown in Annexes A and B of this document.

Substantive Amendments to the Staff Rules

4. These amendments are made to maintain consistency in the conditions of employment of staff of the Pan American Sanitary Bureau with the United Nations (UN) common system organizations, to align with the World Health Organization (WHO), in consideration of experience, and in the interest of good human resources management.

Remuneration of Professional and Higher Categories

5. In its report for the year 2019,¹ the International Civil Service Commission (the Commission) recommended that the current base/floor salary scale for the professional and higher categories and pay protection points be increased by 1.21%. This is to be accomplished through the standard consolidation method of increasing base salary and commensurately reducing post adjustment multiplier points, resulting in no change to net take-home pay (i.e., on a no-loss/no-gain basis). The pay protection points apply to staff whose salaries were higher than those at the maximum steps of their grade upon conversion

¹ Report of the International Civil Service Commission for the year 2019, Document A/74/30 (2019).

to the unified salary scale. For consistency with the UN common system of salaries, allowances, and benefits, PASB implemented these increases with effect from 1 January 2020.

6. Amendments to Appendix 1 of the Staff Rules appear in Annex B of this document.

Salaries of Staff in Ungraded Posts and the Director's Salary

7. As a result of the change to salary for staff in the professional and higher categories, a similar revision to the salaries for the posts of Director, Deputy Director, and Assistant Director is also required to accommodate the changes in the post adjustment multiplier points.

8. According to Staff Regulation 3.1, the salary of the Director shall be fixed by the Executive Committee. The salaries of the Deputy Director and Assistant Director shall be determined by the Director of the Bureau with the approval of the Executive Committee.

Repatriation Grant

9. In 2015, the Commission recommended a threshold of five years of expatriate service as an eligibility requirement for the repatriation grant.² It also recommended that upon transition to the revised scheme, current staff members should retain their eligibility within the current grant schedule up to the number of years of expatriate service accrued at the time of implementation of the revised scheme. For consistency with the UN common system of salary, allowances, and benefits, Staff Rule 370 is amended to include the transitional measure that is also reflected in the PAHO policy for payment to eligible staff members.

Parental Leave

10. Staff Rules 760, 763, and 765 set out the entitlements to maternity, paternity, and adoption leave, respectively. The amendments group these entitlements under the headings of maternity and parental leave. The substantive amendments eliminate the mandatory two-week leave period before the expected date of birth. They also provide an additional four weeks of maternity leave, for a total of 20 weeks, to a staff member holding a fixed-term or service appointment who gives birth to more than one child. The latter amendment reflects the leave granted by WHO in such cases, as reflected in WHO Staff Rule 760.2:

“Maternity leave shall extend for a period of 16 weeks from the time it is granted, except that in the case of multiple births, maternity leave shall extend for a period of 20 weeks from the time it is granted. However, in no case shall maternity leave terminate less than 10 weeks after the actual date of birth. The leave is paid with full salary and allowances.”

² Report of the International Civil Service Commission for the year 2015, Document A/70/30 (2015).

Non-confirmation of Appointment

11. Staff Rule 1210.2 is deleted, so that the one-month notice period specified in Staff Rule 1060, for staff members whose probationary period is not confirmed, applies regardless of whether the staff member decides to appeal the non-confirmation. The amendment is also made for consistency with the conditions of service of all other staff members, as established in Staff Rule 1245, which provides that the filing of an appeal does not constitute grounds for delaying the administrative action against which an appeal is made.

12. Staff Rule 1245 is amended to delete reference to Staff Rule 1210.2.

13. Staff Rule 1210.1 is amended to make reference to Staff Rule 1245.

Editorial Amendments to the Staff Rules

14. A number of Staff Rules are amended for editorial purposes, including for the consistent use of terminology and precision of the text. For these amendments, there is no intention to make a substantive change to the implementation of the current provisions. The editorial amendments to the Staff Rules are further explained below:

- a) Replace “professional and higher category staff” with “staff in the professional and higher categories,” for consistency.
- b) Replace “general service staff” with “staff in the general service category” for consistency.
- c) Replace “official station” with “duty station,” for consistency.
- d) Replace “special grant” with “special education grant,” for consistency and clarity.
- e) Replace “leave without pay” with “special leave without pay,” for consistency.
- f) Revise Rule 310.3 to reflect the Commission’s definition of “pensionable remuneration.”
- g) Revise Rule 320.5 for clarity.
- h) Revise Rule 330.3 to remove reference to different salary rates for staff members without dependents, given implementation of a unified salary scale in 2017.
- i) Revise Rule 350 to refer to staff members “in the professional and higher categories who are serving and residing outside the country of their recognized place of residence,” for clarity.
- j) Revise Rule 355.2 to refer to “admissible expenses” and “other admissible expenses,” for consistency.

- k) Revise Rule 365.2 for clarity and to reflect that entitlements are granted to staff members with respect to a dependent family member.
- l) Revise Rule 365.3 to specify “portion,” for consistency.
- m) Revise Rule 365.6 to specify “the per diem portion of settling-in grant” for staff with temporary appointments.
- n) Revise Rule 370.1 for clarity.
- o) Revise Rule 370.4 to replace “termination” with “separation.”
- p) Revise Rule 370.5 to reflect that entitlements are granted to staff members with respect to a dependent family member.
- q) Revise Rule 440.4 to refer to staff seconded “from government service,” for consistency.
- r) Revise Rule 470.1 to consistently refer to “separation.”
- s) Revise to move text under Rule 550.1.2 to Rule 550.3.1, for clarity.
- t) Revise Rules 550.3 and 550.6 for clarity.
- u) Revise Rule 565.3 to replace “professional category and above” with “professional and higher categories,” for consistency.
- v) Revise Rule 610.1 in recognition that the normal work week may be more or less than 40 hours, as reflected in the local salary scales.
- w) Revise Rule 640.1 to specify that home leave is granted to staff in the professional and higher categories.
- x) Revise Rule 640.4 to specify staff in the professional and higher categories.
- y) Revise Rule 640.5 to refer to eligible staff as defined in Rule 640.4.
- z) Revise Rule 650.7 to specify that service credits do not accrue toward eligibility for mobility incentive or end-of-service grant during periods of special leave without pay of more than 30 days.
- aa) Revise Rule 730 to reflect that entitlements are granted to staff members with respect to a dependent family member.
- bb) Revise Rule 810.5 to refer to “family visit,” for clarity.
- cc) Revise Rules 820.1.3, 820.1.4, 820.2.5, 820.2.5.1, and 820.2.5.4 for clarity and to reflect that entitlements are granted to staff members with respect to a dependent family member.
- dd) Revise Rule 830.2 for clarity.
- ee) Revise Rule 870 to reflect that entitlements are granted to staff members with respect to a dependent family member.

- ff) Revise text in Rule 1030.1 to add text from 1030.3.1, for clarity.
- gg) Revise Rule 1030.3 for clarity; consequently, rules under 1030.3 must be renumbered.
- hh) Renumber Rule 1230.3.4 to Rule 1230.4; eligibility for reappointment or re-election is not a subset provision of 1230.3, which refers to the composition of the Board. Consequently, all rules under 1230 following 1230.4 must be renumbered.
- ii) Revise Rule 1230.6 to include text of Rule 1230.5.4 as text that precedes the list of panel members, for clarity.
- jj) Revise Rule 1310.5 to replace “mobility and hardship allowance” with “mobility incentive” and “hardship allowance.”

Financial Implications

15. The financial implications associated with the Commission’s recommendation on the increase to the base/floor salary scale are estimated at approximately US\$ 540,000³ per year across the United Nations system, or \$7,020 for PAHO, with respect to the scale of separation payments.

16. The financial implications associated with the extension of maternity leave from 16 to 20 weeks for staff members who give birth to more than one child are negligible. The Organization typically backfills the positions of staff members who avail themselves of maternity leave through a temporary distribution of duties among team members or, in cases of extended absence, through the assignment of a serving staff member to temporarily carry out the functions of the post. Any additional cost would result from the provision of acting pay for a staff member temporarily undertaking higher-level duties beyond a three-month period.

Action by the Executive Committee

17. The Executive Committee is requested to review the amendments to the PASB Staff Regulations and Rules contained in the present document and consider approving the proposed resolution attached as Annex C.

Annexes

³ Unless otherwise indicated, all monetary figures in this report are expressed in United States dollars.

Annex A

Amendments to PASB Staff Rules Issued by the Director since the 164th Session of the Executive Committee

1. Throughout the PASB Staff Regulations and Rules the following editorial changes will apply:

FORMER TEXT	NEW TEXT
“professional and higher category staff” and “professional and higher graded staff”	“ staff in the professional and higher category ies staff”
“general service staff”	“ staff in the general service category staff”
“official station”	“ official duty station”
“special grant”	“special education grant”
“leave without pay”	“ special leave without pay”

2. The substantive amendments presented below shall apply to the specific articles indicated in each case.

FORMER TEXT	NEW TEXT
<p>310. DEFINITIONS</p> <p>[...]</p> <p>310.3 “Pensionable remuneration” is, subject to the terms of the staff member’s appointment, the amount defined in the Regulations of the United Nations Joint Staff Pension Fund. However, when a promotion from the general service category to the professional 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</p>	<p>310. DEFINITIONS</p> <p>[...]</p> <p>310.3 “Pensionable remuneration” is the amount used to determine contributions from the staff member and the Organization to the United Nations Joint Staff Pension Fund. Pensionable remuneration amounts are also used for the determination of pension benefits of staff members upon retirement. Subject to the terms of the staff member’s appointment, the pensionable remuneration amounts are defined in the Regulations of the</p>

FORMER TEXT	NEW TEXT
<p>maintained until it is surpassed by the level of the staff member's pensionable remuneration in the professional category.</p>	<p>United Nations Joint Staff Pension Fund. However, when a promotion from the general service category to the professional 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 of the staff member's pensionable remuneration in the professional category.</p>
<p>320. SALARY DETERMINATION</p> <p>[...]</p> <p>320.5 Pursuant to Staff Rule 567, a staff member may be officially requested to assume temporarily the responsibilities of an established post of a higher grade than that which he or she occupies. Such temporary arrangements shall not normally be continued for more than 12 months.</p>	<p>320. SALARY DETERMINATION</p> <p>[...]</p> <p>320.5 Pursuant to Staff Rule 567, a staff member may be officially requested to assume temporarily the responsibilities of an established post of a higher grade than that which he or she occupies. Such temporary arrangements shall not normally be continued for more than 12 months.</p>
<p>330. SALARIES</p> <p>[...]</p> <p>330.3 The net base salary of staff members in the professional and higher categories holding temporary appointments as defined in Rule 420.4 shall be paid in accordance with the schedule in Rule 330.2 at the rate applicable to staff members with no dependent spouse or dependent child.</p>	<p>330. SALARIES</p> <p>[...]</p> <p>330.3 The net base salary of staff members in the professional and higher categories holding temporary appointments as defined in Rule 420.4 shall be paid in accordance with the schedule in Rule 330.2 at the rate applicable to staff members with no dependent spouse or dependent child.</p>
<p>350. EDUCATION GRANT</p> <p>350.1 Internationally-recruited staff members, except those holding</p>	<p>350. EDUCATION GRANT</p> <p>350.1 Internationally-recruited Staff members in the professional and</p>

FORMER TEXT	NEW TEXT
<p>temporary appointments as defined in Rule 420.4, are entitled to an education grant under the following conditions:</p>	<p>higher categories who are serving and residing outside the country of their recognized place of residence, except those holding temporary appointments as defined in Rule 420.4, are entitled to an education grant under the following conditions:</p>
<p>355. SPECIAL EDUCATION GRANT FOR CHILDREN WITH DISABILITIES</p> <p>[...]</p> <p>355.2 “Special educational expenses” shall mean the cost of such teaching services and equipment as are necessary to provide an educational program designed to meet the needs of a child who has a mental or physical disability in order that he may attain the highest possible level of functional ability. Normal educational expenses are reimbursed under Rule 350.</p>	<p>355. SPECIAL EDUCATION GRANT FOR CHILDREN WITH DISABILITIES</p> <p>[...]</p> <p>355.2 “Special educational Admissible expenses” shall mean include the cost of such teaching services and equipment as are necessary to provide an educational program designed to meet the needs of a child who has a mental or physical disability in order that he the child may attain the highest possible level of functional ability. Normal educational Other admissible expenses are reimbursed under Rule 350.</p>
<p>365. SETTLING-IN GRANT</p> <p>[...]</p> <p>365.2 The amount of the settling-in grant shall be the equivalent of the travel per diem applicable on the date the individual arrives at the duty station:</p> <p>[...]</p> <p>365.2.3 with respect to a dependent child studying outside the duty station, per diem as defined in 365.2.2 to be paid in conjunction</p>	<p>365. SETTLING-IN GRANT</p> <p>[...]</p> <p>365.2 The amount of the per diem portion of the settling-in grant shall be the equivalent of the travel per diem applicable on the date the individual arrives at the duty station:</p> <p>[...]</p> <p>365.2.3 with respect to a dependent child studying outside the duty station, per diem as defined in 365.2.2 to be paid in conjunction</p>

FORMER TEXT	NEW TEXT
<p>with the first round trip to the official station provided that the child resides with the staff member at the duty station during school vacations. Upon reaching age 21, children are not entitled to the settling-in grant.</p> <p>365.3 Subject to conditions established by the Bureau on the basis of conditions and procedures approved by the United Nations General Assembly for the United Nations System, the settling-in grant shall also include a lump sum calculated and payable on the basis of one month of the staff member's net base salary and, as applicable, the post adjustment at the duty station to which the staff member is assigned and at the rate applicable from the date of arrival at the duty station.</p> <p>[...]</p> <p>365.6 On authorized travel upon appointment, a staff member holding a temporary appointment will be paid the settling-in grant under Rule 365.2.1 only with respect of himself or herself. Temporary staff are not eligible to receive the lump sum portion of the settling-in grant. Any payment made under Staff Rule 365.2.1 may not be inconsistent with Staff Rule 365.5.2.</p>	<p>with the first round trip to the official duty station provided that the child resides with the staff member at the duty station during school vacations. Upon The staff member is not entitled to the per diem portion of the settling-in grant with respect to a child who travels to the duty station on or after reaching age 21, children are not entitled to the settling-in grant.</p> <p>365.3 Subject to conditions established by the Bureau on the basis of conditions and procedures approved by the United Nations General Assembly for the United Nations sSystem, the settling-in grant shall also include a lump sum portion calculated and payable on the basis of one month of the staff member's net base salary and, as applicable, the post adjustment at the duty station to which the staff member is assigned and at the rate applicable from the date of arrival at the duty station.</p> <p>[...]</p> <p>365.6 On authorized travel upon appointment, a staff member holding a temporary appointment will be paid the per diem portion of the settling-in grant under Rule 365.2.1 only with respect of to himself or herself. Temporary staff are not eligible to receive the lump sum portion of the settling-in grant. Any payment made under Staff Rule 365.2.1 may not be inconsistent with Staff Rule 365.5.2.</p>

FORMER TEXT	NEW TEXT
<p data-bbox="261 310 708 342">370. REPATRIATION GRANT</p> <p data-bbox="261 384 764 1182">370.1 A staff member who on leaving the service of the Bureau, other than by summary dismissal under Rule 1075.2, has performed at least five years of continuous service outside the country of his or her recognized place of residence under a fixed-term or service appointment shall be entitled to a repatriation grant in accordance with the following schedules and with Rule 380.2. Payment in respect of entitlements shall be subject to receipt from the former staff member of documentary evidence, in accordance with established criteria, of relocation outside the country of the staff member's last duty station or residence during the last assignment, with due regard to the provisions of Rule 370.4. This part of the grant is payable if it is claimed within two years of the effective date of separation.</p> <p data-bbox="261 1224 318 1255">[...]</p> <p data-bbox="261 1335 764 1875">370.4 The grant shall not be payable to a staff member assigned to, or residing in, the country of his or her recognized place of residence at the time of separation provided that the grant may be paid on a full or reduced basis to a staff member transferred to duty in the country of his or her recognized place of residence prior to termination, the amount of the grant being reduced in proportion to the duration of his or her residence in that country. In such a case, the evidence of relocation referred to in Rule 370.1 shall not be required.</p>	<p data-bbox="795 310 1242 342">370. REPATRIATION GRANT</p> <p data-bbox="795 384 1299 1220">370.1 A staff member who on leaving the service of the Bureau, other than by summary dismissal under Rule 1075.2, has performed at least five years of continuous service outside the country of his or her recognized place of residence under a fixed-term or service appointment shall be entitled to a repatriation grant in accordance with the following schedules and with Rule 380.2. Payment in respect of with respect to entitlements shall be subject to receipt from the former staff member of documentary evidence, in accordance with established criteria, of relocation outside the country of the staff member's last duty station or residence during the last assignment, with due regard to the provisions of Rule 370.4. This part of The grant is payable if it is claimed within two years of the effective date of separation.</p> <p data-bbox="795 1262 852 1293">[...]</p> <p data-bbox="795 1335 1299 1875">370.4 The grant shall not be payable to a staff member assigned to, or residing in, the country of his or her recognized place of residence at the time of separation provided that the grant may be paid on a full or reduced basis to a staff member transferred to duty in the country of his or her recognized place of residence prior to termination separation, the amount of the grant being reduced in proportion to the duration of his or her residence in that country. In such a case, the evidence of relocation referred to in Rule 370.1 shall not be required.</p>

FORMER TEXT	NEW TEXT
<p>370.5 In the event of the death of a staff member who at the time of death would have been eligible for the grant, payment shall be made to the spouse and dependent children who are entitled to repatriation, subject to providing the evidence of relocation referred to in Rule 370.1 if required:</p> <p>[...]</p>	<p>370.5 In the event of the death of a staff member who at the time of death would have been eligible for the grant, payment shall be made to the spouse and dependent children who are entitled to repatriation repatriated at the expense of the Organization, subject to providing the evidence of relocation referred to in Rule 370.1 if required:</p> <p>[...]</p> <p>370.7 As a transitional measure, a staff member who completed at least one year of continuous service and was eligible for a repatriation grant under Rule 370 in effect on 30 June 2016, but who is no longer eligible for such a grant under the present Rule 370.1, shall be paid a repatriation grant in accordance with the rates and schedule set out in Rules 370.1.1 and 370.1.2 for the number of years of qualifying service accrued as of 30 June 2016.</p>
<p>440. APPOINTMENT PROCEDURE</p> <p>[...]</p> <p>440.4 For staff seconded to the Bureau, the offer of appointment, notice of acceptance and supporting documentation of the terms and conditions of secondment, as agreed by the Bureau, the releasing entity and the staff member concerned, shall constitute evidence of the existence and validity of secondment from government service to the Bureau for the period stated in the offer of</p>	<p>440. APPOINTMENT PROCEDURE</p> <p>[...]</p> <p>440.4 For staff seconded to the Bureau from government service, the offer of appointment, notice of acceptance, and supporting documentation of the terms and conditions of secondment, as agreed by the Bureau, the releasing entity, and the staff member concerned, shall constitute evidence of the existence and validity of secondment from government service to the Bureau for the period stated in the offer of</p>

FORMER TEXT	NEW TEXT
<p>appointment. Any extension of appointment that continues the secondment status shall be subject to agreement by all parties concerned.</p>	<p>appointment. Any extension of appointment that continues the secondment status shall be subject to agreement by all parties concerned.</p>
<p>470. REINSTATEMENT UPON RE-EMPLOYMENT</p> <p>470.1 Staff members, except those holding temporary appointments as defined in Rule 420.4, who are re-employed within one year of the termination of their appointment, may, at the option of the Bureau, be reinstated. In such cases they shall have restored to them the status which they held upon termination, and the intervening absence shall be charged to annual leave and leave without pay as necessary. They shall refund to the Bureau all separation payments made to them.</p>	<p>470. REINSTATEMENT UPON RE-EMPLOYMENT</p> <p>470.1 Staff members, except those holding temporary appointments as defined in Rule 420.4, who are re-employed within one year of separation from the Bureau termination of their appointment, may, at the option of the Bureau, be reinstated. In such cases they shall have restored to them the status which they held upon termination separation, and the intervening absence shall be charged to annual leave and special leave without pay as necessary. They shall refund to the Bureau all separation payments made to them.</p>
<p>550. WITHIN-GRADE INCREASE</p> <p>[...]</p> <p>550.1.2 Staff members holding temporary appointments as defined under Staff Rule 420.4 whose performance and conduct have been certified by their supervisors as being satisfactory shall be entitled to one within-grade salary increase—to step two of the relevant grade—upon completion of the first year of full-time service.</p> <p>[...]</p> <p>550.3 This rule applies to staff members in the professional and higher</p>	<p>550. WITHIN-GRADE INCREASE</p> <p>[...]</p> <p>550.1.2 Staff members holding temporary appointments as defined under Staff Rule 420.4 whose performance and conduct have been certified by their supervisors as being satisfactory shall be entitled to one within-grade salary increase—to step two of the relevant grade—upon completion of the first year of full-time service.</p> <p>[...]</p> <p>550.3 This Rule 550.2.2 applies to staff members in the professional and</p>

FORMER TEXT	NEW TEXT
<p>categories as defined in Staff Rules 420.2 and 420.3. It does not apply to those holding temporary appointments as defined in Rule 420.4 and short-term service staff under Rule 1320.</p> <p>[...]</p> <p>550.6 Service time shall date from the latest of the following actions:</p>	<p>higher categories as defined in Staff Rules 420.2 and 420.3. It does not apply to those holding temporary appointments as defined in Rule 420.4 and to short-term service staff under Rule 1320.</p> <p>550.3.1 Staff members holding temporary appointments as defined under Staff Rule 420.4 whose performance and conduct have been certified by their supervisors as being satisfactory shall be entitled to one within-grade salary increase—to step II of the relevant grade—upon completion of the first year of full-time service.</p> <p>[...]</p> <p>550.6 Service time shall date accrue from the latest of the following actions:</p>
<p>565. REASSIGNMENT</p> <p>[...]</p> <p>565.3 So far as practicable, vacancies in posts in the professional category and above shall be filled by the reassignment of staff members in the interest of developing a versatile career staff. In accepting appointment, a staff member accepts the applicability of this policy to himself.</p>	<p>565. REASSIGNMENT</p> <p>[...]</p> <p>565.3 So far as practicable, vacancies in posts in the professional and higher categoryies and above shall be filled by the reassignment of staff members in the interest of developing a versatile career staff. In accepting appointment, a staff member accepts the applicability of this policy to himself or herself.</p>
<p>610. WORKING HOURS AND ATTENDANCE</p> <p>610.1 Full-time staff members are subject to call to duty at any time. The</p>	<p>610. WORKING HOURS AND ATTENDANCE</p> <p>610.1 Full-time staff members are may be called to duty at any</p>

FORMER TEXT	NEW TEXT
<p>normal work day shall be eight hours and the normal work week shall be 40 hours. The days of the week and the working hours that constitute the normal work week shall be designated as the needs of the Bureau require.</p>	<p>time. The normal work day shall be eight hours and the normal work week for each duty station shall be is normally 40 hours. The days of the week and the working hours that constitute the normal work week shall be designated as the needs of the Bureau require.</p>
<p>640. HOME LEAVE</p> <p>640.1 Home leave is granted so that a staff member who is serving and residing outside the country of his or her recognized place of residence, and his or her spouse and eligible children, may spend a reasonable period of annual leave in the staff member’s home country with a view to maintaining effective association with its culture, with family, and with national, professional or other interests. Staff members may exercise home leave travel in a country other than that of their recognized place of residence under conditions established by the Bureau.</p> <p>[...]</p> <p>640.4 Staff members shall be eligible for home leave as follows:</p> <p>(a) [...] (b) [...] (c) [...]</p> <p>640.5 Internationally-recruited staff members holding fixed term, temporary, or service appointments are</p>	<p>640. HOME LEAVE</p> <p>640.1 Home leave is granted so that a staff member in the professional or higher categories who is serving and residing outside the country of his or her recognized place of residence, and his or her spouse and eligible children, may spend a reasonable period of annual leave in the staff member’s home country with a view to maintaining effective association with its culture, with family, and with national, professional, or other interests. Staff members may exercise home leave travel in a country other than that of their recognized place of residence under conditions established by the Bureau.</p> <p>[...]</p> <p>640.4 Staff members in the professional and higher categories shall be eligible for home leave as follows:</p> <p>(a) [...] (b) [...] (c) [...]</p> <p>640.5 Internationally-recruited Eligible staff members, as defined in Rule 640.4, holding temporary fixed term</p>

FORMER TEXT	NEW TEXT
eligible for home leave when:	fixed-term, temporary , or service appointments are eligible for granted home leave when:
<p>650. SPECIAL LEAVE</p> <p>[...]</p> <p>650.7 Service credits shall not accrue towards sick, annual or home leave, salary increment, termination indemnity or repatriation grant during periods of special leave without pay of more than 30 days.</p>	<p>650. SPECIAL LEAVE</p> <p>[...]</p> <p>650.7 Service credits shall not accrue towards sick, annual, or home leave, salary increment, mobility incentive, end-of-service grant, termination indemnity, or repatriation grant during periods of special leave without pay of more than 30 days.</p>
<p>730. COMPENSATION FOR ILLNESS, INJURY OR DEATH ATTRIBUTABLE TO SERVICE</p> <p>A staff member, or his surviving spouse or dependants, shall be entitled to compensation in the event of illness, injury or death attributable to the performance of official duties on behalf of the Bureau, in accordance with rules established by the Bureau.</p>	<p>730. COMPENSATION FOR ILLNESS, INJURY, OR DEATH ATTRIBUTABLE TO SERVICE</p> <p>A staff member, or his surviving spouse or dependants, shall be entitled to compensation in the event of illness, injury, or death attributable to the performance of official duties on behalf of the Bureau, in accordance with rules established by the Bureau. In the event of the death of a staff member attributable to the performance of official duties on behalf of the Bureau, payment shall be made to the surviving spouse or dependants.</p>
<p>760. MATERNITY LEAVE</p> <p>760.1 Staff members shall be entitled to maternity leave, subject to the conditions specified in this Rule.</p>	<p>760. MATERNITY LEAVE</p> <p>760.1 Staff members shall be entitled to maternity leave, subject to the conditions specified in this Rule as established herein. This leave is paid with full salary and allowances.</p>

FORMER TEXT	NEW TEXT
<p>760.2 Maternity leave for staff holding fixed-term or service appointments:</p> <p>Staff members are entitled to 16 weeks of maternity leave. This leave shall commence within six weeks of the staff member’s due date based on a certificate from a duly-recognized medical practitioner or midwife indicating the expected date of birth. Maternity leave may not commence less than two weeks before the expected due date and shall not terminate less than 10 weeks after the actual date of birth. The leave is paid with full salary and allowances.</p> <p>760.3 Maternity leave for staff holding temporary appointments.</p> <p>For a staff member holding a temporary appointment as defined in Rule 420.4, maternity leave shall be granted under conditions established by the Bureau.</p> <p>[...]</p> <p>760.5 Where both parents of a newborn child are staff members of the Pan American Sanitary Bureau, any</p>	<p>760.2 Maternity leave for Staff members holding fixed-term or service appointments:</p> <p>Staff members who give birth to a child are entitled to 16 weeks of maternity leave, except that in the case of multiple births, maternity leave shall extend for a period of 20 weeks from the time it is granted. Maternity This leave shall may commence within six weeks of the staff member’s due date based on a certificate from a duly recognized medical practitioner or midwife indicating the expected date of birth. Maternity leave may not commence less than two weeks before the expected due date and shall not terminate less than 10 weeks after the actual date of birth. The leave is paid with full salary and allowances.</p> <p>760.3 Maternity leave for Staff members holding temporary appointments</p> <p>For a staff member holding a temporary appointment as defined in Rule 420.4, maternity leave shall be granted under conditions established by the Bureau who give birth to a child are entitled to eight weeks of maternity leave, except that in the case of multiple births, maternity leave shall extend for a period of 10 weeks from the time it is granted.</p> <p>[...]</p> <p>760.5 Where both parents of a newborn child are staff members of the Pan American Sanitary Bureau, any</p>

FORMER TEXT	NEW TEXT
<p>unused portion of maternity leave to which the mother would otherwise have been entitled under Rule 760.2 may be used by the father of the child, under conditions established by the Bureau.</p> <p>763. PATERNITY LEAVE</p> <p>763.1 Upon presentation of satisfactory evidence of the birth of his child, a staff member shall be entitled to paternity leave. Paternity leave must be exhausted within 12 months from the date of the child’s birth.</p> <p>763.2 Staff members holding fixed-term appointment, as defined in Staff Rule 420.3, or service appointments as defined in Staff Rule 420.2, shall be entitled to:</p> <p>763.2.1 Four weeks of paternity leave or, in exceptional circumstances, to eight weeks of such leave.</p>	<p>unused portion of maternity leave to which the mother would otherwise have been entitled under Rule 760.2 granted under this Rule may be used by the father other parent of the child, under conditions established by the Bureau.</p> <p>763. PATERNITY LEAVE 765. PARENTAL LEAVE</p> <p>765.1 Upon the birth of a child, a staff member who is the non-gestational parent shall be entitled to parental leave as established herein. This leave is paid with full salary and allowances.</p> <p>763.1765.2 Upon presentation of satisfactory evidence of the birth of his or her child, a staff member shall be entitled to paternity parental leave. Paternity Parental leave must be exhausted within 12 months from the date of the child’s birth.</p> <p>763.2765.3 Staff members holding fixed-term appointments, as defined in Staff Rule 420.3, or service appointments as defined in Staff Rule 420.2, shall be entitled to:</p> <p>763.2.1 765.3.1 Four weeks of paternity parental leave. Parental leave may extend for a period of or, in exceptional circumstances, to eight weeks of such leave. in the case of:</p> <p>765.3.1 Exceptional circumstances as determined by the Director;</p>

FORMER TEXT	NEW TEXT
<p>763.2.2 Internationally-recruited staff members serving at a non-family duty station are entitled to eight weeks of paternity leave.</p>	<p>763.2.2765.3.2 Internationally-recruited Staff members in the professional and higher categories serving at a non-family duty station; are entitled to eight weeks of paternity leave.</p> <p>765.3.3 Adoption of a child, subject to conditions established by the Bureau, and upon presentation of satisfactory evidence of the adoption.</p>
<p>763.3 Staff members holding temporary appointments, as defined in Rule 420.4, shall be entitled to two weeks of paternity leave.</p>	<p>763.3765.4 Staff members holding temporary appointments, as defined in Rule 420.4, shall be entitled to two weeks of paternity parental leave, or four weeks in the case of adoption of a child subject to conditions established by the Bureau and upon presentation of satisfactory evidence of the adoption.</p>
<p>765. ADOPTION LEAVE</p> <p>765.1 Subject to conditions established by the Bureau, and upon presentation of satisfactory evidence of the adoption of a child, staff members holding fixedterm appointments, as defined in Staff Rule 420.3, or service appointments as defined in Staff Rule 420.2, shall be entitled to adoption leave for a total period of eight weeks</p> <p>765.2 Staff members holding temporary appointments, as defined in Rule 420.4, shall be entitled to four weeks of adoption leave.</p>	<p>765. ADOPTION LEAVE</p> <p>765.1 Subject to conditions established by the Bureau, and upon presentation of satisfactory evidence of the adoption of a child, staff members holding fixedterm appointments, as defined in Staff Rule 420.3, or service appointments as defined in Staff Rule 420.2, shall be entitled to adoption leave for a total period of eight weeks</p> <p>765.2 Staff members holding temporary appointments, as defined in Rule 420.4, shall be entitled to four weeks of adoption leave.</p>

FORMER TEXT	NEW TEXT
<p>810. TRAVEL OF STAFF MEMBERS</p> <p>[...]</p> <p>810.5 Once in each interval between home leave eligibility dates (or once during an appointment of equivalent duration) from the official station to the place where the staff member's spouse and children, as defined in Rule 820.1, are residing, and return to the official station, provided that:</p>	<p>810. TRAVEL OF STAFF MEMBERS</p> <p>[...]</p> <p>810.5 On family visit, Once in each interval between home leave eligibility dates (or once during an appointment of equivalent duration) from the official duty station to the place where the staff member's spouse and children, as defined in Rule 820.1, are residing, and return to the official station, provided that:</p>
<p>820. TRAVEL OF SPOUSE AND CHILDREN</p> <p>[...]</p> <p>820.1.3 each such child for whom travel expenses have previously been paid by the Bureau, to the extent of the final one-way passage either to join the staff member at the official station or to return to the country of the recognized place of residence within one year after ceasing to qualify as a dependant. The Bureau's financial responsibility shall be limited to the cost of one-way travel between the official station and the recognized place of residence. However, if a round trip to which the child may be entitled under Rule 820.2.5.2 is completed after the end of the scholastic year in which the child reaches the age of 21, this travel shall not be authorized;</p>	<p>820. TRAVEL OF SPOUSE AND CHILDREN</p> <p>[...]</p> <p>820.1.3 each such child for whom travel expenses have previously been paid by the Bureau, to the extent of the final one-way passage either to join the staff member at the official duty station or to return to the country of the recognized place of residence within one year after ceasing to qualify as a dependant dependent. The Bureau's financial responsibility shall be limited to the cost of one-way travel between the official duty station and the recognized place of residence. However, if the Bureau has paid the a-round-trip round-trip travel expenses of to which the child may be entitled under Rule 820.2.5.2, and the travel is completed after the end of the scholastic year in which the child reaches the age of 21, this travel under this provision shall not be authorized;</p>

FORMER TEXT	NEW TEXT
<p>820.1.4 a child entitled to the education grant under Rule 350.1.2, for purposes of travel under Rules 820.2.5.1, 820.2.5.2, and 820.2.5.4.</p> <p>[...]</p> <p>820.2.5 for a child for whom there is an entitlement to boarding under an education grant in accordance with Rule 350 for study outside the commuting distance of the duty station, provided Rule 650 does not apply:</p> <p>820.2.5.1 one-way passage from the official station or elsewhere to the place of study to enter school for the first time; where the child has been resident with the staff member at the official station, the cost to the Bureau is limited to that of travel from the official station to the staff member's recognized place of residence; where the child has not joined the staff member at his official station, the cost to the Bureau is limited to that of travel from the staff member's recognized place of residence to the official station;</p> <p>[...]</p> <p>820.2.5.4 the final one-way passage defined in Rule 820.1.3 within one year after ceasing to</p>	<p>820.1.4 a child for whom a staff member is entitled to the education grant under Rule 350.1.2, for purposes of travel under Rules 820.2.5.1, 820.2.5.2, and 820.2.5.4.</p> <p>[...]</p> <p>820.2.5 for a child for with respect to whom there is an entitlement to boarding under an education grant in accordance with Rule 350 for study outside the commuting distance of the duty station, provided Rule 650 does not apply:</p> <p>820.2.5.1 one-way passage from the official duty station or elsewhere to the place of study to enter school for the first time; where the child has been resident residing with the staff member at the official duty station, the cost to the Bureau is limited to that of travel from the official duty station to the staff member's recognized place of residence; where the child has not joined the staff member at his or her official duty station, the cost to the Bureau is limited to that of travel from the staff member's recognized place of residence to the official duty station;</p> <p>[...]</p> <p>820.2.5.4 the final one-way passage defined in Rule 820.1.3 within one year after ceasing</p>

FORMER TEXT	NEW TEXT
<p>qualify for education grant under Rule 350.1.2, provided that such entitlement has not already been exercised under Rule 820.1.3. The Bureau's financial responsibility shall be limited to the cost of one-way travel between the official station and the recognized place of residence. However, if a round trip to which the child may be entitled under Rules 820.2.5.2 is completed after the child ceases to qualify for an education grant under Rule 350.1.2, this travel shall not be authorized;</p>	<p>the child ceases to qualify for education grant under Rule 350.1.2, provided that such entitlement has not already been exercised under Rule 820.1.3. The Bureau's financial responsibility shall be limited to the cost of one-way travel between the official duty station and the recognized place of residence. However, if a round-trip travel provided to which the child may be entitled under Rules 820.2.5.2 is completed after the child ceases to qualify for an education grant under Rule 350.1.2, this travel under this provision shall not be authorized;</p>
<p>830. TRAVEL PER DIEM</p> <p>[...]</p> <p>830.2 Rates of travel per diem, and the conditions under which they shall be payable to staff members and authorized family members, shall be established by the Bureau. The amount of the per diem is considered to represent an average payment in lieu of reimbursement of a portion of the actual incidental expenses occasioned by travel status.</p>	<p>830. TRAVEL PER DIEM</p> <p>[...]</p> <p>830.2 Rates of travel per diem, and the conditions under which they shall be payable to staff members, including and for authorized family members, shall be established by the Bureau. The amount of the per diem is considered to represent an average payment in lieu of reimbursement of a portion of the actual incidental expenses occasioned by travel status.</p>
<p>870. EXPENSES ON DEATH</p> <p>[...]</p> <p>870.2 A deceased staff member's spouse and child(ren) shall be entitled to travel and relocation shipment to any place, provided that the Bureau had an</p>	<p>870. EXPENSES ON DEATH</p> <p>[...]</p> <p>870.2 A deceased staff member's spouse and child(ren) shall be entitled to receive a travel and relocation shipment benefit to any place,</p>

FORMER TEXT	NEW TEXT
<p>obligation to repatriate them under Rule 820.2.7 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 relocation shipment is determined by Rule 855.1.</p>	<p>provided that the Bureau had an obligation to repatriate them under Rule 820.2.7 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 Reimbursement for relocation shipment is determined by Rule 855.1.</p>
<p>1030. TERMINATION FOR REASONS OF HEALTH</p> <p>1030.1 When, for reasons of health and on the advice of the Staff Physician, it is determined that a staff member is incapable of performing his current duties, his appointment shall be terminated.</p> <p>[...]</p> <p>1030.3 A staff member whose appointment is terminated under this Rule:</p> <p>1030.3.1 shall be given three months' notice if serving on a service or fixed-term appointment and one month's notice if serving on a temporary appointment;</p> <p>1030.3.2 may be entitled to a disability benefit in accordance with the rules of the Pension Fund;</p>	<p>1030. TERMINATION FOR REASONS OF HEALTH</p> <p>1030.1 When, for reasons of health and on the advice of the Staff Physician, it is determined that a staff member is incapable of performing his or her current duties, his or her appointment shall be terminated. The staff member shall be given three months' notice if serving on a service or fixed-term appointment and one month's notice if serving on a temporary appointment. The staff member shall always have the option of resigning.</p> <p>[...]</p> <p>1030.3 A staff member whose appointment is terminated under this Rule:</p> <p>1030.3.1 shall be given three months' notice if serving on a service or fixed-term appointment and one month's notice if serving on a temporary appointment;</p> <p>1030.3.2 1030.3.1 may be entitled to a disability benefit in accordance with the rules of the Pension Fund;</p>

FORMER TEXT	NEW TEXT
<p>1030.3.3 may be entitled to a disability payment in accordance with the terms of the insurance coverage provided for in Rule 720.2;</p> <p>1030.3.4 shall receive a termination payment at the rates set out in Rule 1050.4, provided that the amount due under that Rule, together with any periodic disability benefits due in the 12 months following termination and payable by virtue of the provisions of Section 7, shall not exceed one year's terminal remuneration;</p> <p>1030.3.5 shall always have the option of resigning.</p>	<p>1030.3.31030.3.2 may be entitled to a disability payment in accordance with the terms of the insurance coverage provided for in Rule 720.2;</p> <p>1030.3.41030.3.3 shall receive a termination payment at the rates set out in Rule 1050.4, provided that the amount due under that Rule, together with any periodic disability benefits due in the 12 months following termination and payable by virtue of under the provisions of Section 7, shall not exceed one year's terminal remuneration;</p> <p>1030.3.5 shall always have the option of resigning.</p>
<p>1210. NON-CONFIRMATION OF APPOINTMENT</p> <p>1210.1 A staff member may appeal against a decision taken under Rule 1060 not to confirm his appointment because of unsatisfactory performance or conduct, or because of unsuitability for international service, if he considers that such decision has been made for reasons not connected with his performance, conduct or suitability for international service. Such an appeal must be made in writing to the Director within 15 calendar days of receipt of notice of non-confirmation. The Director's decision shall be final and none of the other appeal procedures described in this section shall apply, except as provided in Rule 1240.</p>	<p>1210. NON-CONFIRMATION OF APPOINTMENT</p> <p>1210.1 A staff member may appeal against a decision taken under Rule 1060 not to confirm his or her appointment because of unsatisfactory performance or conduct, or because of unsuitability for international service, if he or she considers that such decision has been made for reasons not connected with his or her performance, conduct, or suitability for international service. Such an appeal must be made in writing to the Director within 1560 calendar days of receipt of notice of non-confirmation. The Director's decision shall be final and none of the other appeal procedures described in this section shall apply, except as provided in Rule 1240 and Rule 1245.</p>

FORMER TEXT	NEW TEXT
<p>1210.2 The notice period specified in Rule 1060 shall be extended by whatever period is necessary for the Director to reach a decision and communicate it to the staff member.</p>	<p>1210.2 The notice period specified in Rule 1060 shall be extended by whatever period is necessary for the Director to reach a decision and communicate it to the staff member.</p>
<p>1230. BOARD OF APPEAL</p> <p>[...]</p> <p>1230.3.4 The Chairperson and the members of the Board of Appeal are eligible for re-appointment or re-election at the end of their terms.</p> <p>1230.4 The following provisions shall govern the conditions of appeal:</p> <p style="padding-left: 40px;">1230.4.1 No staff member shall bring an appeal before the Board until all the existing administrative channels have been tried and the action complained of has become final. An action is final when it has been taken by the Organization’s senior human resources management official and the staff member has received written notification of the action.</p> <p style="padding-left: 40px;">1230.4.2 If the staff member has submitted a written request relating to his or her appointment status, the request shall be deemed to have been rejected and such rejection shall be subject to appeal as if final action had been taken on it as in Rule 1230.1 above if no definitive reply to that request has</p>	<p>1230. BOARD OF APPEAL</p> <p>[...]</p> <p>1230.3.41230.4 The Chairperson and the members of the Board of Appeal are eligible for re-appointment or re-election at the end of their terms.</p> <p>1230.41230.5 The following provisions shall govern the conditions of appeal:</p> <p style="padding-left: 40px;">1230.4.11230.5.1 No staff member shall bring an appeal before the Board until all the existing administrative channels have been tried and the action complained of has become final. An action is final when it has been taken by the Organization’s senior human resources management official and the staff member has received written notification of the action.</p> <p style="padding-left: 40px;">1230.4.21230.5.2 If the staff member has submitted a written request relating to his or her appointment status, the request shall be deemed to have been rejected and such rejection shall be subject to appeal as if final action had been taken on it as in Rule 1230.1 above if no definitive reply</p>

FORMER TEXT	NEW TEXT
<p>been made within 60 calendar days.</p> <p>1230.4.3 A staff member wishing to appeal against a final action must dispatch to the Board, within 60 calendar days after receipt of such notification, a written statement of intent to appeal, specifying the action against which the appeal is made and the subsection(s) of Rule 1230.1 under which the appeal is filed.</p> <p>1230.5 The Board Chairperson shall convene an Examining Appeal Panel to hear each appeal case. The Examining Appeal Panel shall consist of the following three Board members, each having an equal vote:</p> <p>1230.5.1 The Board Chairperson;</p> <p>1230.5.2 One Board member from the panel designated by the Director; and</p> <p>1230.5.3 One Board member from the panel elected by the staff.</p> <p>1230.5.4 Each Examining Appeal Panel shall include at least one member from the staff category to which the appellant belongs.</p>	<p>to that request has been made within 60 calendar days.</p> <p>1230.4.31230.5.3 A staff member wishing to appeal against a final action must dispatch to the Board, within 60 calendar days after receipt of such notification, a written statement of intent to appeal, specifying the action against which the appeal is made and the subsection(s) of Rule 1230.1 under which the appeal is filed.</p> <p>1230.51230.6 The Board Chairperson shall convene an Examining Appeal Panel to hear each appeal case. The Examining Appeal Panel shall consist of the following three Board members, each having of whom has an equal vote and at least one of whom is from the same staff category to which the appellant belongs:</p> <p>1230.5.11230.6.1 The Board Chairperson;</p> <p>1230.5.21230.6.2 One Board member from the panel designated by the Director; and</p> <p>1230.5.31230.6.3 One Board member from the panel elected by the staff.</p> <p>1230.5.4 Each Examining Appeal Panel shall include at least one member from the staff category to which the appellant belongs.</p>

FORMER TEXT	NEW TEXT
<p>1230.6 Using a system of rotation, the Board Chairperson shall nominate two members of the Board of Appeal to participate on an Examining Appeal Panel. The appellant and the Administration shall each have the right to object to any member nominated by the Chairperson, in accordance with procedures set forth in the Board of Appeal Rules of Procedure.</p> <p>1230.7 The reporting procedure of the Board of Appeal shall be as follows:</p> <p>1230.7.1 The Board Chairperson shall submit the findings and recommendations of an Examining Appeal Panel to the Director within 120 calendar days of:</p> <ol style="list-style-type: none"> 1) the date that all pleadings and relevant documentation have been received by the Examining Appeal Panel; or 2) the conclusion of an oral hearing, and receipt of any relevant documentation requested by the Examining Appeal Panel during the hearing. <p>This period may be extended by the Board Chairperson if both the appellant and the Administration agree.</p> <p>1230.7.2 The final decision in appeal matters heard by the Board of Appeal rests with the Director,</p>	<p>1230.61230.7 Using a system of rotation, the Board Chairperson shall nominate two members of the Board of Appeal to participate on an Examining Appeal Panel. The appellant and the Administration shall each have the right to object to any member nominated by the Chairperson, in accordance with procedures set forth in the Board of Appeal Rules of Procedure.</p> <p>1230.71230.8 The reporting procedure of the Board of Appeal shall be as follows:</p> <p>1230.7.11230.8.1 The Board Chairperson shall submit the findings and recommendations of an Examining Appeal Panel to the Director within 120 calendar days of:</p> <ol style="list-style-type: none"> 1) the date that all pleadings and relevant documentation have been received by the Examining Appeal Panel; or 2) the conclusion of an oral hearing, and receipt of any relevant documentation requested by the Examining Appeal Panel during the hearing. <p>This period may be extended by the Board Chairperson if both the appellant and the Administration agree.</p> <p>1230.7.21230.8.2 The final decision in appeal matters heard by the Board of Appeal rests with the</p>

FORMER TEXT	NEW TEXT
<p>who shall inform the appellant of his or her decision within 60 calendar days of receipt of the Examining Appeal Panel’s report. A copy of the report shall accompany the decision. If no decision is taken by the Director within this period, the recommendations of the Examining Appeal Panel 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.</p> <p>1230.8 The Organization shall establish Rules of Procedure to be followed by the board of Appeal in all appeal matters filed with the Board under this Section.</p>	<p>Director, who shall inform the appellant of his or her decision within 60 calendar days of receipt of the Examining Appeal Panel’s report. A copy of the report shall accompany the decision. If no decision is taken by the Director within this period, the recommendations of the Examining Appeal Panel 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.</p> <p>1230.81230.9 The Organization shall establish Rules of Procedure to be followed by the Board of Appeal in all appeal matters filed with the Board under this Section.</p>
<p>1245. EFFECT OF APPEALS ON ADMINISTRATIVE ACTION</p> <p>Except as provided in Rule 1210.2, the filing of an appeal under any of the procedures described in this section shall not constitute grounds for delaying the administrative action against which the appeal is made.</p>	<p>1245. EFFECT OF APPEALS ON ADMINISTRATIVE ACTION</p> <p>Except as provided in Rule 1210.2, The filing of an appeal under any of the procedures described in this section shall not constitute grounds for delaying the administrative action against which the appeal is made.</p>
<p>1310. STAFF IN POSTS SUBJECT TO LOCAL RECRUITMENT</p> <p>[...]</p> <p>1310.5 At designated official stations, a mobility and hardship allowance may be payable to staff members described in Rule 1310.4 in accordance with the conditions defined under Rule 360 and at the rates payable to staff in grades</p>	<p>1310. STAFF IN POSTS SUBJECT TO LOCAL RECRUITMENT</p> <p>[...]</p> <p>1310.5 At designated official-duty incentive stations, a mobility and hardship allowance may be payable to staff members described in Rule 1310.4 in accordance with the conditions defined under Rule 360 and</p>

FORMER TEXT	NEW TEXT
<p>P.1 to P.3. The Bureau shall establish, on the basis of procedures agreed among the international organizations in the United Nations common system, the criteria under which the mobility and hardship allowance may be payable.</p>	<p>at the rates payable to staff in grades P.1 to through P.3. The Bureau shall establish, on the basis of procedures agreed among the international organizations in the United Nations common system, the criteria under which the mobility incentive and hardship allowance may be payable.</p>

Annex B

Appendix 1 to the Staff Rules

**A. Salary Scale for the Professional and Higher Categories:
Annual Gross Salaries and Net Equivalents after Application of Staff Assessment
(in United States dollars)**

Effective 1 January 2020

		STEPS ¹												
Level		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII
D-2	Gross	145,717	148,886	152,179	155,542	158,906	162,270	165,629	168,992	172,353	175,714	-	-	-
	Net	111,502	113,720	115,938	118,158	120,378	122,598	124,815	127,035	129,253	131,471	-	-	-
D-1	Gross	130,429	133,211	135,999	138,784	141,560	144,347	147,130	149,910	152,861	155,811	158,762	161,711	164,665
	Net	100,800	102,748	104,699	106,649	108,592	110,543	112,491	114,437	116,388	118,335	120,283	122,229	124,179
P-5	Gross	112,374	114,743	117,113	119,477	121,847	124,213	126,584	128,950	131,319	133,684	136,054	138,419	140,790
	Net	88,162	89,820	91,479	93,134	94,793	96,449	98,109	99,765	101,423	103,079	104,738	106,393	108,053
P-4	Gross	92,126	94,232	96,336	98,441	100,591	102,876	105,164	107,449	109,733	112,016	114,304	116,584	118,870
	Net	73,516	75,116	76,715	78,315	79,914	81,513	83,115	84,714	86,313	87,911	89,513	91,109	92,709
P-3	Gross	75,608	77,557	79,504	81,450	83,400	85,346	87,293	89,245	91,191	93,138	95,089	97,037	98,986
	Net	60,962	62,443	63,923	65,402	66,884	68,363	69,843	71,326	72,805	74,285	75,768	77,248	78,729
P-2	Gross	58,414	60,157	61,897	63,639	65,383	67,128	68,872	70,609	72,354	74,095	75,837	77,582	79,322
	Net	47,895	49,219	50,542	51,866	53,191	54,517	55,843	57,163	58,489	59,812	61,136	62,462	63,785
P-1	Gross	45,133	46,487	47,841	49,195	50,599	52,079	53,557	55,037	56,514	57,995	59,472	60,950	62,429
	Net	37,460	38,584	39,708	40,832	41,955	43,080	44,203	45,328	46,451	47,576	48,699	49,822	50,946

¹ The normal qualifying period for a within-grade increase between consecutive steps is one year. The shaded steps at each grade require two years of qualifying service at the preceding step (Staff Rule 550.2).

**B. Pay Protection Points for Staff
Whose Salaries Are Higher than the Maximum Salaries
on the Unified Salary Scale
(in United States dollars)**

Effective 1 January 2020

Level		Pay protection point 1	Pay protection point 2
P-4	Gross	121,159	123,444
	Net	94,311	95,911
P-3	Gross	101,011	103,126
	Net	80,208	81,688
P-2	Gross	81,064	-
	Net	65,109	
P-1	Gross	63,908	-
	Net	52,070	

166th SESSION OF THE EXECUTIVE COMMITTEE

Virtual Session, 22-23 June 2020

CE166/15
Annex C
Original: English

PROPOSED RESOLUTION

AMENDMENTS TO THE PASB STAFF REGULATIONS AND RULES

THE 166th SESSION OF THE EXECUTIVE COMMITTEE,

(PP1) Having considered the amendments to the Staff Rules of the Pan American Sanitary Bureau submitted by the Director in Annex A to Document CE166/15, and bearing in mind the provisions of Staff Rule 020;

(PP2) Acknowledging the 2019 recommendation of the International Civil Service Commission to increase the current base/floor salary scale for the professional and higher categories and pay protection points by 1.21% on a no-loss/no-gain basis, and the PASB's implementation of that recommendation as of 1 January 2020;

(PP3) Recognizing that Staff Regulation 3.1 stipulates that the salary of the Director shall be fixed by the Executive Committee, and the salaries of the Deputy Director and Assistant Director shall be determined by the Director of the Bureau with the approval of the Executive Committee;

(PP4) Taking into consideration the need for uniformity in the conditions of employment of staff of the Pan American Sanitary Bureau and the United Nations Common System Agencies,

RESOLVES:

(OP)1. To confirm in accordance with Staff Rule 020 the amendments to Appendix I of the Staff Rules that have been made by the Director effective 1 January 2020 concerning remuneration of staff in the professional and higher categories and a common scale of staff assessment.

(OP)2. To establish the annual salary of the Assistant Director of the Pan American Sanitary Bureau, beginning from 1 January 2020, at US\$ 180,895¹ gross per annum with a corresponding net salary of \$134,891.

(OP)3. To establish the annual salary of the Deputy Director of the Pan American Sanitary Bureau, beginning on 1 January 2020, at \$182,411 gross per annum with a corresponding net salary of \$135,891.

(OP)4. To establish the annual salary of the Director of the Pan American Sanitary Bureau, beginning on 1 January 2020, at \$200,998 gross per annum with a corresponding net salary of \$148,159.

(OP)5. To confirm the amendments to the PASB Staff Rules.

Appendix

¹ Unless otherwise indicated, all monetary figures in this document are expressed in United States dollars.

Appendix

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

Throughout the PASB Staff Regulations and Rules the following editorial changes will apply:

“staff in the professional and higher categories”

“staff in the general service category”

“duty station”

“special education grant”

“special leave without pay”

The substantive amendments presented below shall apply to the specific articles indicated in each case:

310. DEFINITIONS

[...]

310.3 “Pensionable remuneration” is the amount used to determine contributions from the staff member and the Organization to the United Nations Joint Staff Pension Fund. Pensionable remuneration amounts are also used for the determination of pension benefits of staff members upon retirement. Subject to the terms of the staff member’s appointment, pensionable remuneration amounts are defined in the Regulations of the United Nations Joint Staff Pension Fund. However, when a promotion from the general service category to the professional 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 of the staff member’s pensionable remuneration in the professional category.

320. SALARY DETERMINATION

[...]

320.5 Pursuant to Staff Rule 567, a staff member may be officially requested to assume temporarily the responsibilities of an established post of a higher grade than that which

The substantive amendments presented below shall apply to the specific articles indicated in each case:

he or she occupies. Such temporary arrangements shall not normally continue for more than 12 months.

330. SALARIES

[...]

330.3 The net base salary of staff members in the professional and higher categories holding temporary appointments as defined in Rule 420.4 shall be paid in accordance with the schedule in Rule 330.2.

350. EDUCATION GRANT

350.1 Staff members in the professional and higher categories who are serving and residing outside the country of their recognized place of residence, except those holding temporary appointments as defined in Rule 420.4, are entitled to an education grant under the following conditions:

355. SPECIAL EDUCATION GRANT FOR CHILDREN WITH DISABILITIES

[...]

355.2 “Admissible expenses” shall include the cost of such teaching services and equipment as are necessary to provide an educational program designed to meet the needs of a child who has a mental or physical disability in order that the child may attain the highest possible level of functional ability. Other admissible expenses are reimbursed under Rule 350.

365. SETTLING-IN GRANT

[...]

365.2 The amount of the per diem portion of the settling-in grant shall be the equivalent of the travel per diem applicable on the date the individual arrives at the duty station:

[...]

365.2.3 with respect to a dependent child studying outside the duty station, per diem as defined in 365.2.2 to be paid in conjunction with the first round trip to the duty station provided that the child resides with the staff member at the duty station during school vacations. The staff member is not entitled to the per diem portion of the

The substantive amendments presented below shall apply to the specific articles indicated in each case:

settling-in grant with respect to a child who travels to the duty station on or after reaching age 21.

365.3 Subject to conditions established by the Bureau on the basis of conditions and procedures approved by the United Nations General Assembly for the United Nations system, the settling-in grant shall also include a lump sum portion calculated and payable on the basis of one month of the staff member's net base salary and, as applicable, the post adjustment at the duty station to which the staff member is assigned and at the rate applicable from the date of arrival at the duty station.

[...]

365.6 On authorized travel upon appointment, a staff member holding a temporary appointment will be paid the per diem portion of the settling-in grant under Rule 365.2.1 only with respect to himself or herself. Temporary staff are not eligible to receive the lump sum portion of the settling-in grant. Any payment made under Staff Rule 365.2.1 may not be inconsistent with Staff Rule 365.5.2.

370. REPATRIATION GRANT

370.1 A staff member who on leaving the service of the Bureau, other than by summary dismissal under Rule 1075.2, has performed at least five years of continuous service outside the country of his or her recognized place of residence under a fixed-term or service appointment shall be entitled to a repatriation grant in accordance with the following schedules and with Rule 380.2. Payment with respect to entitlements shall be subject to receipt from the former staff member of documentary evidence, in accordance with established criteria, of relocation outside the country of the staff member's last duty station or residence during the last assignment, with due regard to the provisions of Rule 370.4. The grant is payable if it is claimed within two years of the effective date of separation.

[...]

370.4 The grant shall not be payable to a staff member assigned to, or residing in, the country of his or her recognized place of residence at the time of separation provided that the grant may be paid on a full or reduced basis to a staff member transferred to duty in the country of his or her recognized place of residence prior to separation, the amount of the grant being reduced in proportion to the duration of his or her residence in that country. In such a case, the evidence of relocation referred to in Rule 370.1 shall not be required.

The substantive amendments presented below shall apply to the specific articles indicated in each case:

370.5 In the event of the death of a staff member who at the time of death would have been eligible for the grant, payment shall be made to the spouse and dependent children who are repatriated at the expense of the Organization, subject to providing the evidence of relocation referred to in Rule 370.1 if required:

[...]

370.7 As a transitional measure, a staff member who completed at least one year of continuous service and was eligible for a repatriation grant under Rule 370 in effect on 30 June 2016, but who is no longer eligible for such a grant under the present Rule 370.1, shall be paid a repatriation grant in accordance with the rates and schedule set out in Rules 370.1.1 and 370.1.2 for the number of years of qualifying service accrued as of 30 June 2016.

440. APPOINTMENT PROCEDURE

[...]

440.4 For staff seconded to the Bureau from government service, the offer of appointment, notice of acceptance, and supporting documentation of the terms and conditions of secondment, as agreed by the Bureau, the releasing entity, and the staff member concerned, shall constitute evidence of the existence and validity of secondment from government service to the Bureau for the period stated in the offer of appointment. Any extension of appointment that continues the secondment status shall be subject to agreement by all parties concerned.

470. REINSTATEMENT UPON RE-EMPLOYMENT

470.1 Staff members, except those holding temporary appointments as defined in Rule 420.4, who are re-employed within one year of separation from the Bureau, may, at the option of the Bureau, be reinstated. In such cases they shall have restored to them the status which they held upon separation, and the intervening absence shall be charged to annual leave and special leave without pay as necessary. They shall refund to the Bureau all separation payments made to them.

550. WITHIN-GRADE INCREASE

[...]

550.3 Rule 550.2.2 applies to staff members in the professional and higher categories as defined in Staff Rules 420.2 and 420.3. It does not apply to those holding temporary appointments as defined in Rule 420.4 and to short-term service staff under Rule 1320.

The substantive amendments presented below shall apply to the specific articles indicated in each case:

550.3.1 Staff members holding temporary appointments as defined under Staff Rule 420.4 whose performance and conduct have been certified by their supervisors as being satisfactory shall be entitled to one within-grade salary increase—to step II of the relevant grade—upon completion of the first year of full-time service.

[...]

550.6 Service time shall accrue from the latest of the following actions:

565. REASSIGNMENT

[...]

565.3 So far as practicable, vacancies in posts in the professional and higher categories shall be filled by the reassignment of staff members in the interest of developing a versatile career staff. In accepting appointment, a staff member accepts the applicability of this policy to himself or herself.

610. WORKING HOURS AND ATTENDANCE

610.1 Full-time staff members may be called to duty at any time. The work week for each duty station is normally 40 hours. The days of the week and the working hours that constitute the normal work week shall be designated as the needs of the Bureau require.

640. HOME LEAVE

640.1 Home leave is granted so that a staff member in the professional or higher categories who is serving and residing outside the country of his or her recognized place of residence, and his or her spouse and eligible children, may spend a reasonable period of annual leave in the staff member's home country with a view to maintaining effective association with its culture, with family, and with national, professional, or other interests. Staff members may exercise home leave travel in a country other than that of their recognized place of residence under conditions established by the Bureau.

[...]

640.4 Staff members in the professional and higher categories shall be eligible for home leave as follows:

- (a) [...]
- (b) [...]
- (c) [...]

The substantive amendments presented below shall apply to the specific articles indicated in each case:

640.5 Eligible staff members, as defined in Rule 640.4, holding temporary fixed-term, or service appointments are granted home leave when:

650. SPECIAL LEAVE

[...]

650.7 Service credits shall not accrue toward sick, annual, or home leave, salary increment, mobility incentive, end-of-service grant, termination indemnity, or repatriation grant during periods of special leave without pay of more than 30 days.

730. COMPENSATION FOR ILLNESS, INJURY, OR DEATH ATTRIBUTABLE TO SERVICE

A staff member shall be entitled to compensation in the event of illness, injury, or death attributable to the performance of official duties on behalf of the Bureau, in accordance with rules established by the Bureau. In the event of the death of a staff member attributable to the performance of official duties on behalf of the Bureau, payment shall be made to the surviving spouse or dependents.

760. MATERNITY LEAVE

760.1 Staff members shall be entitled to maternity leave as established herein. This leave is paid with full salary and allowances.

760.2 Staff members holding fixed-term or service appointments who give birth to a child are entitled to 16 weeks of maternity leave, except that in the case of multiple births, maternity leave shall extend for a period of 20 weeks from the time it is granted. Maternity leave may commence within six weeks of the staff member's due date based on a certificate from a duly recognized medical practitioner or midwife indicating the expected date of birth. Maternity leave shall not terminate less than 10 weeks after the actual date of birth.

760.3 Staff members holding temporary appointments as defined in Rule 420.4 who give birth to a child are entitled to eight weeks of maternity leave, except that in the case of multiple births, maternity leave shall extend for a period of 10 weeks from the time it is granted.

[...]

The substantive amendments presented below shall apply to the specific articles indicated in each case:

760.5 Where both parents of a newborn child are staff members of the Pan American Sanitary Bureau, any unused portion of maternity leave granted under this Rule may be used by the other parent of the child, under conditions established by the Bureau.

765. PARENTAL LEAVE

765.1 Upon the birth of a child, a staff member who is the non-gestational parent shall be entitled to parental leave as established herein. This leave is paid with full salary and allowances.

765.2 Upon presentation of satisfactory evidence of the birth of his or her child, a staff member shall be entitled to parental leave. Parental leave must be exhausted within 12 months from the date of the child's birth.

765.3 Staff members holding fixed-term or service appointments shall be entitled to four weeks of parental leave. Parental leave may extend for a period of eight weeks in the case of:

765.3.1 Exceptional circumstances as determined by the Director;

765.3.2 Staff members in the professional and higher categories serving at a non-family duty station;

765.3.3 Adoption of a child, subject to conditions established by the Bureau, and upon presentation of satisfactory evidence of the adoption.

765.4 Staff members holding temporary appointments, as defined in Rule 420.4, shall be entitled to two weeks of parental leave, or four weeks in the case of adoption of a child subject to conditions established by the Bureau and upon presentation of satisfactory evidence of the adoption.

810. TRAVEL OF STAFF MEMBERS

[...]

810.5 On family visit, once in each interval between home leave eligibility dates (or once during an appointment of equivalent duration) from the duty station to the place where the staff member's spouse and children, as defined in Rule 820.1, are residing, and return to the official station, provided that:

The substantive amendments presented below shall apply to the specific articles indicated in each case:

820. TRAVEL OF SPOUSE AND CHILDREN

[...]

820.1.3 each such child for whom travel expenses have previously been paid by the Bureau, to the extent of the final one-way passage either to join the staff member at the duty station or to return to the country of the recognized place of residence within one year after ceasing to qualify as a dependent. The Bureau's financial responsibility shall be limited to the cost of one-way travel between the duty station and the recognized place of residence. However, if the Bureau has paid the round-trip travel expenses of the child under Rule 820.2.5.2, and the travel is completed after the end of the scholastic year in which the child reaches the age of 21, travel under this provision shall not be authorized;

820.1.4 a child for whom a staff member is entitled to the education grant under Rule 350.1.2, for purposes of travel under Rules 820.2.5.1, 820.2.5.2, and 820.2.5.4.

[...]

820.2.5 for a child with respect to whom there is an entitlement to boarding under an education grant in accordance with Rule 350 for study outside the commuting distance of the duty station, provided Rule 650 does not apply:

820.2.5.1 one-way passage from the duty station or elsewhere to the place of study to enter school for the first time; where the child has been residing with the staff member at the duty station, the cost to the Bureau is limited to that of travel from the duty station to the staff member's recognized place of residence; where the child has not joined the staff member at his or her duty station, the cost to the Bureau is limited to that of travel from the staff member's recognized place of residence to the duty station;

[...]

820.2.5.4 the final one-way passage defined in Rule 820.1.3 within one year after the child ceases to qualify for education grant under Rule 350.1.2, provided that such entitlement has not already been exercised under Rule 820.1.3. The Bureau's financial responsibility shall be limited to the cost of one-way travel between the duty station and the recognized place of residence. However, if round-trip travel provided to the child under Rule 820.2.5.2 is completed after the child ceases to qualify for an education grant under Rule 350.1.2, travel under this provision shall not be authorized;

The substantive amendments presented below shall apply to the specific articles indicated in each case:

830. TRAVEL PER DIEM

[...]

830.2 Rates of travel per diem, and the conditions under which they shall be payable to staff members, including for authorized family members, shall be established by the Bureau. The amount of the per diem is considered to represent an average payment in lieu of reimbursement of a portion of the actual incidental expenses occasioned by travel status.

870. EXPENSES ON DEATH

[...]

870.2 A deceased staff member's spouse and child(ren) shall receive a travel and relocation shipment benefit to any place, provided that the Bureau had an obligation to repatriate them under Rule 820.2.7 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. Reimbursement for relocation shipment is determined by Rule 855.1.

1030. TERMINATION FOR REASONS OF HEALTH

1030.1 When, for reasons of health and on the advice of the Staff Physician, it is determined that a staff member is incapable of performing his or her current duties, his or her appointment shall be terminated. The staff member shall be given three months' notice if serving on a service or fixed-term appointment and one month's notice if serving on a temporary appointment. The staff member shall always have the option of resigning.

[...]

1030.3 A staff member whose appointment is terminated under this Rule:

1030.3.1 may be entitled to a disability benefit in accordance with the rules of the Pension Fund;

1030.3.2 may be entitled to a disability payment in accordance with the terms of the insurance coverage provided for in Rule 720.2;

1030.3.3 shall receive a termination payment at the rates set out in Rule 1050.4, provided that the amount due under that Rule, together with any periodic disability benefits due in the 12 months following termination and payable under the provisions of Section 7, shall not exceed one year's terminal remuneration;

The substantive amendments presented below shall apply to the specific articles indicated in each case:

1210. NON-CONFIRMATION OF APPOINTMENT

1210.1 A staff member may appeal against a decision taken under Rule 1060 not to confirm his or her appointment because of unsatisfactory performance or conduct, or because of unsuitability for international service, if he or she considers that such decision has been made for reasons not connected with his or her performance, conduct, or suitability for international service. Such an appeal must be made in writing to the Director within 60 calendar days of receipt of notice of non-confirmation. The Director's decision shall be final and none of the other appeal procedures described in this section shall apply, except as provided in Rule 1240 and Rule 1245.

1230. BOARD OF APPEAL

[...]

1230.4 The Chairperson and the members of the Board of Appeal are eligible for re-appointment or re-election at the end of their terms.

1230.5 The following provisions shall govern the conditions of appeal:

1230.5.1 No staff member shall bring an appeal before the Board until all the existing administrative channels have been tried and the action complained of has become final. An action is final when it has been taken by the Organization's senior human resources management official and the staff member has received written notification of the action.

1230.5.2 If the staff member has submitted a written request relating to his or her appointment status, the request shall be deemed to have been rejected and such rejection shall be subject to appeal as if final action had been taken on it as in Rule 1230.1 above if no definitive reply to that request has been made within 60 calendar days.

1230.5.3 A staff member wishing to appeal against a final action must dispatch to the Board, within 60 calendar days after receipt of such notification, a written statement of intent to appeal, specifying the action against which the appeal is made and the subsection(s) of Rule 1230.1 under which the appeal is filed.

1230.6 The Board Chairperson shall convene an Examining Appeal Panel to hear each appeal case. The Examining Appeal Panel shall consist of the following three Board members, each of whom has an equal vote and at least one of whom is from the same staff category to which the appellant belongs:

The substantive amendments presented below shall apply to the specific articles indicated in each case:

1230.6.1 The Board Chairperson;

1230.6.2 One Board member from the panel designated by the Director; and

1230.6.3 One Board member from the panel elected by the staff.

1230.7 Using a system of rotation, the Board Chairperson shall nominate two members of the Board of Appeal to participate on an Examining Appeal Panel. The appellant and the Administration shall each have the right to object to any member nominated by the Chairperson, in accordance with procedures set forth in the Board of Appeal Rules of Procedure.

1230.8 The reporting procedure of the Board of Appeal shall be as follows:

1230.8.1 The Board Chairperson shall submit the findings and recommendations of an Examining Appeal Panel to the Director within 120 calendar days of:

- 1) the date that all pleadings and relevant documentation have been received by the Examining Appeal Panel; or
- 2) the conclusion of an oral hearing, and receipt of any relevant documentation requested by the Examining Appeal Panel during the hearing.

This period may be extended by the Board Chairperson if both the appellant and the Administration agree.

1230.8.2 The final decision in appeal matters heard by the Board of Appeal rests with the Director, who shall inform the appellant of his or her decision within 60 calendar days of receipt of the Examining Appeal Panel's report. A copy of the report shall accompany the decision. If no decision is taken by the Director within this period, the recommendations of the Examining Appeal Panel 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.

1230.9 The Organization shall establish Rules of Procedure to be followed by the Board of Appeal in all appeal matters filed with the Board under this Section.

The substantive amendments presented below shall apply to the specific articles indicated in each case:

1245. EFFECT OF APPEALS ON ADMINISTRATIVE ACTION

The filing of an appeal under any of the procedures described in this section shall not constitute grounds for delaying the administrative action against which the appeal is made.

1310. STAFF IN POSTS SUBJECT TO LOCAL RECRUITMENT

[...]

1310.5 At designated duty stations, a mobility incentive and hardship allowance may be payable to staff members described in Rule 1310.4 in accordance with the conditions defined under Rule 360 and at the rates payable to staff in grades P.1 through P.3. The Bureau shall establish, on the basis of procedures agreed among the international organizations in the United Nations common system, the criteria under which the mobility incentive and hardship allowance may be payable.

Report on the Financial and Administrative Implications of the Proposed Resolution for PASB

<p>1. Agenda item: 6.1 – Amendments to the PASB Staff Regulations and Rules</p>
<p>2. Linkage to Program Budget of the Pan American Health Organization 2020-2021: <i>Outcome 28. Management and Administration</i></p>
<p>3. Financial implications:</p> <p>a) Total estimated cost for implementation over the lifecycle of the resolution (including staff and activities): The financial implication associated with the International Civil Service Commission’s recommendation on the increase to the base/floor salary scale are estimated at approximately US\$ 540,000 per annum, across the United Nations system, with respect to the scale of separation payments under Staff Rule 380.2.</p> <p>The financial implications associated with the extension of maternity leave from 16 to 20 weeks for staff members who give birth to more than one child are negligible.</p> <p>b) Estimated cost for the 2020-2021 biennium (including staff and activities): Negligible.</p> <p>c) Of the estimated cost noted in b), what can be subsumed under existing programmed activities? All costs are subsumed within the budgeted total costs for UN professional posts.</p>
<p>4. Administrative implications:</p> <p>a) Indicate the levels of the Organization at which the work will be undertaken: The Department of Human Resources Management will revise human resources policy documents to align to changes in the Staff Rules.</p> <p>b) Additional staffing requirements (indicate additional required staff full-time equivalents, noting necessary skills profile): Not applicable.</p> <p>c) Time frames (indicate broad time frames for the implementation and evaluation): Amendments to the Staff Rules are effective when approved by the Director, subject to confirmation by the Executive Committee, and are evaluated on an ongoing basis.</p>

Analytical Form to Link Agenda Item with Organizational Mandates

1. Agenda item: 6.1 – Amendments to the PASB Staff Regulations and Rules
2. Responsible unit: Human Resources Management
3. Preparing officer: Mayra De La Garza, Senior Advisor, Human Resources Management
4. Link between Agenda item and Sustainable Health Agenda for the Americas 2018-2030: Not applicable.
5. Link between Agenda item and the Strategic Plan of the Pan American Health Organization 2020-2025: Outcome 28 Management and Administration
6. List of collaborating centers and national institutions linked to this Agenda item: Not applicable.
7. Best practices in this area and examples from countries within the Region of the Americas: Amendments to the Staff Rules are proposed for consistency with the United Nations (UN) common system organizations, to align with the World Health Organization (WHO), in consideration of experience, and in the interest of good human resources management practices.
8. Financial implications of this Agenda item: Minimal. The costs are subsumed within the budgeted total costs for UN professional posts.