



PAN AMERICAN HEALTH ORGANIZATION  
WORLD HEALTH ORGANIZATION



## **WORKING GROUP OF THE EXECUTIVE COMMITTEE ON STREAMLINING THE GOVERNANCE MECHANISMS OF PAHO**

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20 April 2006

### **RULES GOVERNING THE ELECTION PROCESS FOR THE POSITION OF DIRECTOR OF THE PAN AMERICAN SANITARY BUREAU, APPROVED BY THE DIRECTING COUNCIL OF PAHO**

#### Article I Nominating Criteria

- 1.1 Candidates nominated for the post of Director of the Pan American Sanitary Bureau (Director) should have:
  - (1) strong technical and public health background, extensive experience in international health and understanding of the Inter-American and United Nations systems.
  - (2) proven history and evidence of public health leadership, and management skills appropriate for a complex health-related organization.
  - (3) sensitivity to and respect for the cultural, social, political and economic diversity within and among the countries in the Region.
  - (4) knowledge of the Regional health situation and of the wide range of health systems in the Region.
  - (5) a strong commitment to the work of PAHO.
  - (6) good physical condition, as required of all staff members of the Organization.
  - (7) fluency in one of the official languages and a working knowledge of one of the others.
- 1.2 Candidates should be willing to sign PAHO and WHO Declaration of Conflict of Interest.

## Article II Presentation of Nominations

- 2.1 The process for electing the Director shall begin at least six months prior to the date fixed for the opening session of the Pan American Sanitary Conference (the Conference) or than March 1<sup>st</sup>, which ever comes first, with a notification from the incumbent Director to the Member States, Participating States and Associate Members inviting nominations for the post of Director to be submitted to the President of the Executive Committee. Such notification shall include a copy of these Rules.
- 2.2 Following the Nominating Criteria in Article I above, each Member State, Participating State or Associate Member may submit the name of one of its **nationals** as a candidate for the post of Director, in a sealed confidential envelope addressed to the President of the Executive Committee, c/o Legal Counsel, Pan American Health Organization, Washington, D.C., at least four months prior to the opening session of the Conference or May 1<sup>st</sup>, which ever comes first, after which time the nomination period shall be closed. Nominations should include a Curriculum Vitae of the proposed candidate prepared in accordance with the Guidelines attached hereto as Annex I.
- 2.3 All nominations received shall be compiled by the Bureau, translated into the four official languages of the Organization, and forwarded by the President of the Executive Committee to the Member States, Participating States and Associate Members at least three months prior to the opening session of the Conference or by June 1<sup>st</sup>, which ever comes first.

## Article III Candidate's Forum

- 3.1 The President of the Executive Committee shall invite nominated candidates to make a presentation to all Member States, Participating States and Associate Members wishing to attend a Candidate's Forum to be held on the margins of the Executive Committee session immediately proceeding the session of the Conference.
- 3.2 Information regarding the time, date and logistics of the Candidate's Forum shall be sent by the President of the Executive Committee to the nominated candidates and to all Member States, Participating States and Associate Members immediately after the closure of candidatures as specified in Article 2.3 above.

- 3.3 Nominated candidates shall be responsible for all expenses related to their participation in the Candidate's Forum.
- 3.4 Members States, Participating States and Associate Members shall be responsible for all expenses related to their participation in the Candidate's Forum.
- 3.5 Wherever possible, modern technology will be utilized to facilitate the widest possible participation of all of the Organization's membership, including video conferencing. Verbatim transcripts of the presentations and discussions at the Candidate's Forum will also be made available.
- 3.6 The order of the presentations to be made by the candidates shall be determined by lot, and candidates will be called one at a time. Candidates shall be allowed no more than 30 minutes to make an oral presentation and 1 hour for questions and answers from Member States, Participating States and Associate Members in attendance. The oral presentation shall include the candidate's platform outlining their vision, proposed policy priorities, and financial and programmatic direction for the Organization. The time limit should be strictly adhered to. **Need additional comments from Working Group for modalities for the question and answer session. Questions submitted in writing ahead of time, pulled out of a hat?** Should there be insufficient questions to fill the allotted time for the question-and-answer session, the candidate may make such additional statements as desired until the end of the 1 hour period.

#### Article IV

##### Candidates who are PAHO or WHO Staff Members

- 4.1 For the purposes of these Rules, a Director seeking re-election, staff members of PAHO or WHO and any other person in an employment relationship with the Organization who has been nominated for the post of Director shall be considered as "Internal Candidates".
- 4.2 In conformity with the international character of their functions, no Internal Candidate may make direct or indirect use of their positions to further their candidacies
- 4.3 In pursuing their candidacy, no Internal Candidate shall communicate restricted, confidential, or otherwise privileged information to anyone or use that information to their private advantage.

- 4.4 In consideration of Staff Regulation 1.8, Internal Candidates for the post of Director shall either resign or take leave from the Organization, as applicable, once the nominations are forwarded by the President of the Executive Committee to Member States, Participating States and Associated States pursuant to Article 2.3 of these Rules. The period of leave shall last until the election or until such time as the staff member withdraws his or her candidacy. In the case of leave, the staff member shall first be placed on annual leave until such leave has been exhausted and then, as necessary, on leave without pay pursuant Staff Rule 655. During such time, the staff member shall not represent the Organization in any manner whatsoever and shall not use the resources of the Organization for campaign purposes. Except for the Director, Deputy Director and Assistant Director, a staff member whose candidacy was not successful, and who opted to take leave shall have the right to return to the position that he or she occupied previously in the Organization or, at the discretion of the Organization, to another position at a level equal to the grade held previously to taking such leave.
- 4.5 The Director shall strictly conform to the requirements of Sections 4.2 and 4.3 of these Rules, for the entire period preceding the election.
- 4.6 For the purpose of conserving the independence and impartiality inherent to the international character of their function, and to assure that a level playing field is maintained in the election of the Director, staff members of PAHO or WHO and any other person in an employment relationship with the Organization, shall not engage in campaign activities for or otherwise support any candidate for the position of Director.
- 4.7 Failure to observe the provisions established in this Article constitutes serious misconduct and shall result in disciplinary action, which may include summary dismissal, under the applicable Staff Rules and Regulations, or breach of contract and grounds for termination, as applicable.

#### Article V Election

- 5.1 The Conference shall elect the Director by secret ballot from among the nominated candidates, in conformity with article 21 paragraph A of the Constitution and the Rules of Procedure of the Conference.

Article VI  
Post Election Measures

- 6.1 Delegates from Member States, Participating States or Associate Members participating in the election may not be employed or contracted by the Organization for a six-month period thereafter.
- 6.2 The use of the Organization's discretionary funds following a six-month period after the election shall be subject to an oversight mechanism established by Executive Committee. **March to March??**

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