



PAN AMERICAN HEALTH ORGANIZATION
WORLD HEALTH ORGANIZATION



SIXTH SESSION OF THE SUBCOMMITTEE ON PROGRAM, BUDGET, AND ADMINISTRATION OF THE EXECUTIVE COMMITTEE

Washington, D.C., USA, 14-16 March 2012

Provisional Agenda Item 5.2

SPBA6/INF/2 (Eng.)

26 January 2012

ORIGINAL: ENGLISH

PROCESS FOR THE ELECTION OF THE DIRECTOR OF THE PAN AMERICAN SANITARY BUREAU AND NOMINATION OF THE REGIONAL DIRECTOR OF THE WORLD HEALTH ORGANIZATION FOR THE AMERICAS

1. Article 4, paragraph E, of the Constitution of the Pan American Health Organization (PAHO) provides that: "The Conference shall elect the Director of the [Pan American Sanitary] Bureau in accordance with Article 21, paragraph A, of the Constitution." Article 21, paragraph A, prescribes that: "The Bureau shall have a Director elected at the Conference by the vote of a majority of the Governments of the Organization. The Director shall hold office for a period of five years, and may not be reelected more than once."
2. In accordance with the above constitutional provisions, the 27th Pan American Sanitary Conference (2007) elected the current Director of the PASB to serve a second five-year term of office beginning on 1 February 2008 and ending on 31 January 2013. In light of the upcoming conclusion of this term, it is incumbent upon the 28th Pan American Sanitary Conference in 2012 to elect a new Director of PASB for a period of five years, to begin on 1 February 2013 and end on 31 January 2018.
3. The election procedure for the Director of PASB is described in Articles II and III of the Rules Governing the Election Process for the Position of Director of the Pan American Sanitary Bureau, as approved by the 47th Directing Council in Resolution CD47.R4 (2006) (Annex A). Articles II and III of the aforementioned Rules are as follows:

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 by 1 March, which ever comes first, with a notification from the President of the Executive Committee 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 Nomination Guidelines in Article I [of the Rules Governing the Election Process for the Position of Director of the Pan American Sanitary Bureau], each Member State, Participating State, or Associate Member may submit the name of only one national from a country within the Region 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 by 1 May, which ever comes first, after which time the nomination period shall be closed. Nominations should include a *curriculum vitae* of the proposed candidate.

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 1 June, whichever comes first.

Article III: Candidates' 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 Candidates' Forum to be held on the margins of the Executive Committee session preceding the session of the Conference.

3.2 Information regarding the time, date, and logistics of the Candidates' 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 the presentation 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 Candidates' Forum.

- 3.4 Members States, Participating States, and Associate Members shall be responsible for all expenses related to their participation in the Candidates' 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 Candidates' 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 one 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.
4. In accordance with the above Rules and given that the 28th Pan American Sanitary Conference is scheduled to commence on 17 September 2012, the election process for the post of Director of PASB for the 2013–2018 term will formally begin on 1 March 2012 with a notification from the President of the Executive Committee inviting the Member States, Participating States, and Associate Members of PAHO to submit nominations for the position of Director by no later than 1 May 2012, at which time the nomination period will be closed.
5. Thereafter PASB shall compile all nominations received and translate them into the four official languages of the Organization. The President of the Executive Committee shall forward this information to the Member States, Participating States, and Associate Members by 1 June 2012.
6. The President of the Executive Committee shall then convene the Candidates' Forum to be held on the margins of the 150th Session of the Executive Committee of PAHO that will take place in Washington, D.C. from 18 to 22 June 2012. Information regarding the time, date, and logistics for the Candidates' Forum shall be sent by the President of the Executive Committee to nominated candidates, Member States, Participating States, and Associate Members. The Candidates' Forum will be conducted in accordance with the Rules Governing the Candidates' Forum (Annex B).¹

¹ See the Final Report of the First Session of the Subcommittee on Program, Budget, and Administration of the Executive Committee (SPBA1/FR, 28 March 2007).

7. In conformity with Article 21, paragraph A, of the Constitution of PAHO, the 28th Pan American Sanitary Conference, scheduled to take place in Washington, D.C., from 17–21 September 2012, shall elect the Director of the PASB by secret ballot in accordance with the Rules of Procedure of the Pan American Sanitary Conference from among the candidates nominated according to the Rules Governing the Election Process.

8. The name of the person elected as Director of PASB shall be communicated to the Executive Board of the World Health Organization so it can appoint the person elected as Regional Director for the Americas of the World Health Organization.

Action by the Subcommittee on Program, Budget, and Administration

9. The Subcommittee is requested to take note of this report on the Process for the Election of the Director of the Pan American Sanitary Bureau and Nomination of the Regional Director of the World Health Organization for the Americas.

Annexes



PAN AMERICAN HEALTH ORGANIZATION
WORLD HEALTH ORGANIZATION



47th DIRECTING COUNCIL

58th SESSION OF THE REGIONAL COMMITTEE

Washington, D.C., USA, 25-29 September 2006

SPBA6/INF/2 (Eng.)
Annex A

RESOLUTION

CD47.R4

PROCESS FOR THE ELECTION OF THE DIRECTOR OF THE PAN AMERICAN SANITARY BUREAU

THE 47th DIRECTING COUNCIL,

Having considered the recommendations contained in Document CD47/3,

RESOLVES:

1. To approve the following Rules governing the election process for the position of Director of the Pan American Sanitary Bureau:

RULES GOVERNING THE ELECTION PROCESS FOR THE POSITION OF DIRECTOR OF THE PAN AMERICAN SANITARY BUREAU

Article I Nominating Guidelines

- 1.1 Candidates nominated for the post of Director of the Pan American Sanitary Bureau should have:
 - (1) a strong technical and public health background, extensive experience in international health and understanding of the inter-American and United Nations systems;

- (2) a 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; and
 - (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 the mandated 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 by 1 March, which ever comes first, with a notification from the President of the Executive Committee 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 Guidelines in Article I above, each Member State, Participating State, or Associate Member may submit the name of only one national from a country within the Region 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 by 1 May, which ever comes first, after which time the nomination period shall be closed. Nominations should include a curriculum vitae of the proposed candidate.
- 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 1 June, which ever comes first.

Article III Candidates' 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 Candidates' Forum to be held on the margins of the Executive Committee session preceding the session of the Conference.
- 3.2 Information regarding the time, date, and logistics of the Candidates' 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 the presentation 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 Candidates' Forum.
- 3.4 Member States, Participating States, and Associate Members shall be responsible for all expenses related to their participation in the Candidates' 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 Candidates' 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 one hour for questions and answers from Member States, Participating States, and Associate Members in attendance. The oral presentation shall include the candidates' platform outlining their vision, proposed policy priorities, and financial and programmatic direction for the Organization. The time limit should be strictly adhered to.

Article IV
Candidates Who Are PAHO or WHO Staff Members

- 4.1 For the purposes of these Rules, a Director seeking reelection, 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, and shall not use the resources of the Organization for campaign purposes.
- 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 Members 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 with pay. During such time, the staff member shall not represent the Organization in any manner whatsoever. 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 foregoing Section 4.4 shall not apply to the Director in office. Nonetheless, 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 in 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.
- 4.8 In the case of internal candidates who are staff members of WHO, the President of the Executive Committee shall request the Director-General of WHO to consider the application of Article IV of these Rules to such candidates.

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 period of one year thereafter.
- 6.2 In the case of Delegates from Member States, Participating States, or Associate Members participating in the election that are appointed as Temporary Advisers, the Secretariat shall present the President of the Executive Committee with an information paper listing all such appointments every three months for a period of one year after the election of the Director.
- 6.3 In order for the Executive Committee to be apprised of funding authorizations from the Country Variable Allocation and the Regional Director's Development Fund, a report on such activities shall be prepared by the Secretariat, reviewed by the Director of Administration, and sent to the President of the Executive Committee every three months for a period of six months prior to and a period of one year after the election of the Director.

2. To replace the existing Rules 55 of the Rules of Procedure of the Directing Council and 56 of the Rules of Procedure of the Pan American Sanitary Conference with the following texts:

Rule 55

The Council shall elect an ad interim Director by secret ballot, when required, in conformity with Article 21, paragraph A, of the Constitution, Rule 56 of the Rules of Procedure of the Conference and the Rules Governing the Election Process for the Post of Director, as approved by the Directing Council. However, should there be insufficient time prior to the date fixed for the opening session of the Council to permit full compliance with the timeframes outlined in the election process, the President of the Executive Committee shall adjust such timeframes and inform the Members and Associate Members accordingly.

Rule 56

The Conference shall elect the Director by secret ballot, in conformity with Article 21, paragraph A, of the Constitution and the Rules Governing the Election Process for the Post of Director, as approved by the Directing Council. The election process shall begin at least six months prior to the date fixed for the opening session of the Conference or by 1 March, whichever comes first, with a notification from the President of the Executive Committee to the Members 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 the Rules Governing the Election Process for the Post of Director.

Each Member and Associate Member may submit the name of only one national from a country within the Region as a candidate for the post of Director in accordance with the referenced Rules Governing the Election Process for the Position of Director. The nomination will be sent 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 by 1 May, whichever comes first, after which time the nomination period shall be closed. 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 Members and Associate Members at least three months prior to the opening session of the Conference or by 1 June, whichever comes first.

In accordance with the Rules Governing the Election Process for the Position of Director, the President of the Executive Committee shall invite nominated candidates to

make a presentation to all Members and Associate Members wishing to attend a Candidate's Forum to be held on the margins of the Executive Committee session preceding the session of the Conference.

The Conference shall elect the Director from among the candidates nominated by the Members and Associate Members in accordance with the Rules Governing the Election Process for the Position of Director. If in the first two ballots no person receives the majority required, two further ballots restricted to the two candidates receiving the largest number of votes in the second of the unrestricted ballots shall then be taken. If no candidate receives the majority required, two unrestricted and two restricted ballots shall be taken alternately until a candidate is elected.

RULES GOVERNING THE CANDIDATES' FORUM FOR THE POSITION OF DIRECTOR OF THE PAN AMERICAN SANITARY BUREAU

In accordance with Article III of the Rules Governing the Election Process for the Position of Director of the Pan American Sanitary Bureau (Resolution CD47.R4, attached hereto):

- Candidates nominated pursuant to the referenced Rules shall be invited to make a presentation to all Member States, Participating States, and Associate Members wishing to attend a Candidates' Forum to be held on the margins of the Executive Committee session preceding the session of the Conference.
- Information regarding the time, date, and logistics of the Candidates' Forum shall be sent by the President of the Executive Committee to the nominated candidates and to the Member States, Participating States, and Associate Members immediately after the closure of the presentation of candidatures as specified in those Rules.
- Nominated candidates shall be responsible for all expenses related to their participation in the Candidates' Forum.
- Member States, Participating States, and Associate Members shall be responsible for all expenses related to their participation in the Candidates' Forum.
- In order to facilitate the widest possible participation of all of the Organization's membership, Representatives from Member States, Participating States, and Associate Members may attend the Forum via a virtual session using PAHO's Web conferencing service, a web-based interactive virtual meeting application allowing voice, instant messaging, and document sharing.
- The virtual session will be conducted in two virtual meeting "rooms" (English and Spanish). Representatives will log on to the corresponding language-specific virtual meeting room as instructed by the Secretariat.
- Simultaneous interpretation will be provided.
- Verbatim transcripts of the presentations and discussions at the Candidates Forum will be sent to each Member State, Participating State and Associate Member whether or not they participated in the Forum.

Format of the Forum

1. The Candidates Forum shall be conducted by the President of the Executive Committee in accordance with the Rules Governing the Forum of Candidates Nominated for the Position of Director of the Pan American Sanitary Bureau, with assistance from the Secretariat.
2. The Candidates' Forum shall be closed to the public.
3. Candidates shall be allowed no more than 30 minutes to make an oral presentation and one hour for questions and answers from Member States, Participating States, and Associate Members in attendance. The time limit should be strictly adhered to.
4. 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.
5. The oral presentation shall include the candidate's platform outlining their vision, proposed policy priorities, and financial and programmatic direction for the Organization.
6. At the beginning of each candidate's oral presentation, one representative of each Member State, Participating State, and Associate Member participating in the Forum will receive a piece of paper from the Secretariat on which, at any time during the oral presentation, he/she may write a single question. This implies that a representative should not divide the question into different parts such that there is, in effect, more than one question. If the President receives a paper with a question divided into parts in a way that substantively constitutes more than one question, he/she may exercise his/her discretion to ask only one part of the question.
7. Representatives should write the names of their countries clearly on the piece of paper upon which they have written a question.
8. The President of the Executive Committee will ask those representatives who write a question to keep the paper with their question until the end of each candidate's oral presentation, at which time these papers will be collected by the Secretariat.
9. Member States, Participating States, and Associate Member participating using PAHO's Web Conference Services virtual technology "Elluminate" should submit their questions to the President using the Elluminate chat area, addressing them to the virtual session "Moderator". Each question will be printed by the Moderator, identified by country, and given to the Secretariat to be included with the other questions submitted by the representatives present in the room.

10. The President will count all the questions submitted so that everyone—including the candidates— know how many questions might be asked and thus have the option of shortening their responses in order to answer more questions.
11. The questions will then be put into a bag and the President will draw one at a time, and read out loud.
12. Each candidate will have a maximum of 3 minutes to respond to each question.
13. The one-hour period for the question and answer session will commence as the President begins to read the first question.
14. If the President draws a question which seems similar to one already posed to the same candidate, he/she will ask the representative who originated this question if he/she agrees not to ask that question.
15. The President will ask as many questions as possible within the hour allotted for the question-and-answer session. If there are not enough questions to fill the one hour allowed, the President may solicit additional questions from the representatives of the Member States, Participating States, and Associate Members attending following the same procedure that was used for the initial round of questions until the hour has been exhausted.
16. In order to ensure fair treatment of all candidates, when the time allowed for the presentations and the questions is exhausted, the President shall be strict, but will allow the speaker to finish his or her sentence.

Lighting System for the Oral Presentation and the Question-and-Answer Session

1. A lighting system will keep track of the oral presentation and the question-and-answer session.
2. For the oral presentation the light will be green during the first 25 minutes. When 5 minutes remain, the light will turn orange. At the end of 30 minutes, the light will become red. At that time the President shall ask the speaker to finish his or her presentation.
3. For the question and answer session, the light will be green during the first 55 minutes of the session. When the 5 minutes remain in the session, the light will turn orange. When the hour allotted for the question and answer session is over, the light will turn red.

4. Each candidate will be allowed 3 minutes to respond each question. The light will be green for the entire 3 minutes allowed for the candidate's response. It will turn red when the 3 minutes are up.

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