



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

Washington, D.C., USA, 18-20 March 2015

Provisional Agenda Item 4.12

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## AMENDMENTS TO THE FINANCIAL REGULATIONS AND FINANCIAL RULES OF PAHO

#### Introduction

1. The Financial Regulations govern the financial administration of the Pan American Health Organization (PAHO). Amendments to the Regulations must be approved by either the Pan American Sanitary Conference or the Directing Council. Detailed guidance on implementation of the Financial Regulations of PAHO is set forth in the Organization's Financial Rules. Amendments to the Financial Rules require confirmation by the Executive Committee and are reported to the Conference or the Directing Council.

### Proposed Amendments to the Financial Regulations of PAHO

- 2. The proposed amendments to the Financial Regulations of PAHO reflect the concept of a unified Program and Budget comprised of PAHO Assessed Contributions, the Budgeted Miscellaneous Revenue, PAHO Voluntary Contributions, and World Health Organization (WHO) funds including the allocation from WHO Assessed Contributions and WHO Voluntary Contributions. These amendments would increase the efficiency and effectiveness of the implementation of PAHO's Program and Budget, and reflect the direction recently taken by WHO.
- 3. The PAHO Program and Budget 2016-2017 will be presented to the Governing Bodies for approval as the biennial program of work with the entire budget rather than Regular Budget appropriations. Based on realistic cost estimates of biennial results, the integrated budget represents total financial resources required by the Pan American Sanitary Bureau to provide agreed support to Member States. Available funding from various sources will be allocated to agreed priority programs and organizational entities responsible for delivering stated results.

- 4. Amendments to the Financial Regulations and Financial Rules are required to mark the difference between the approved budget and the available funding which comes from the different sources described in paragraph 2. The segregation of budget approval from funding allocation is necessary in the context of results-based management because it would provide the flexibility to allocate available funding to priority areas and organizational levels. This flexibility could accelerate implementation and delivery of programmatic results in Member States, and improve the allocation of financial resources to programmatic priorities during the budgetary period.
- 5. The proposed text and explanations for each Regulation are set out in the Annex. Any amendments to the Financial Rules as a result of the approval of amendments to the Financial Regulations will be presented to the 157th Session of the Executive Committee.

### Action by the Subcommittee on Program, Budget, and Administration

6. The Subcommittee is invited to review the amendments to the Financial Regulations, consider their ramifications, and provide recommendations to the Executive Committee.

Annex

Annex
PROPOSED AMENDMENTS TO THE FINANCIAL REGULATIONS

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
Regulation III – The Program Budget		
3.8 The Program and Budget shall consist of the Program and Budget as originally approved by the Conference or Directing Council, and any supplemental proposals as well as Regular Budget appropriations which have been carried over from the previous budgetary period in accordance with Regulation IV.	3.8 The Program and Budget shall consist of the Program and Budget as originally approved by the Conference or Directing Council, and any approved supplemental proposals as well as Regular Budget appropriations which have been carried over from the previous budgetary period in accordance with Regulation IV.	Changed supplemental proposals to approved supplemental proposals.  Delete Regular Budget appropriations which have been carried over from previous budgetary period since these become a source of financing for the Program and Budget as explained in Regulation 4.3.
Regulation IV – Regular Budget Appropriations  4.1 The Regular Budget appropriations approved by the Conference or the Directing Council shall constitute an authorization to the Director to enter into commitments and make payments for the purposes for which the Regular Budget appropriations were approved and up to the amounts so approved.	Regulation IV – Regular Financing the Program and Budget Appropriations  4.1 The Regular Program and Budget appropriations approved by the Conference or the Directing Council shall constitute an authorization to the Director to enter into commitments and make payments for the purposes for which the Regular Program and Budget appropriations were was approved and up to the amounts so approved, subject to availability of funding.	Revised to change regular budget appropriations to approved Program and Budget; the authorization to incur expenditures comes with the approved budget, but is subject to availability of funds which will come from many different sources. Remove up to the amount approved as there is no limit on the amount of Voluntary Contributions that can be mobilized and spent.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
4.3 Transfers within the total amount appropriated may be made to the extent permitted by the terms of the budget resolution adopted by the Conference or the Directing Council.	4.3 4.2 Transfers within the total amount appropriated approved may be made to the extent permitted by the terms of the budget resolution adopted by the Conference or the Directing Council.	Changed total amount appropriated to total amount approved to make the difference between budget approval and appropriation of funds.
	4.3 The Program and Budget shall be financed by: a) Assessed Contributions from PAHO Member States, Participating States, and Associate Members (herein after referred to as "Members") in accordance with Article 60 of the Pan American Sanitary Code and as defined in Regulation V; b) Budgeted Miscellaneous Revenue; c) the funded allocation from the World Health Organization to the Region of the Americas; d) Voluntary Contributions mobilized by the Pan American Health Organization for the Program and Budget; e) any other income attributable to the Program and Budget. Member States' legal obligation to finance the Program and Budget is limited to Assessed Contributions.	New regulation to reflect the funding sources of the unified budget (extension of current regulation 5.1).

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	4.4 Assessed Contributions and the Budgeted Miscellaneous Revenue shall be made available for implementation on the first day of the budgetary period to which they relate. The funded allocation from the World Health Organization to the Region of the Americas shall be made available for implementation upon receipt from WHO. Voluntary Contributions mobilized by the Pan American Health Organization for the Program and Budget shall be made available for implementation as of the effective date of fully executed agreements.	New Regulation to define the availability of the funding sources of the unified budget.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
4.2 Regular Budget appropriations shall be available for making commitments in the budgetary period to which they relate for delivery of programmed goods and services in that same budgetary period. Exceptionally Regular Budget appropriations may be made available in the first year of the subsequent budgetary period in order to support operational effectiveness for non-severable contractual agreements due to be delivered in the first quarter of the subsequent year. Exceptions may also be considered by the Director to carry over Regular Budget appropriations into a subsequent budgetary period for the delayed delivery of programmed goods and services due to unforeseen circumstances.	4.2 4.5 Regular Budget appropriations, Budgeted Miscellaneous Revenue, and the assessed portion of WHO funded allocation shall be available for making commitments in the budgetary period to which they relate for delivery of programmed goods and services in that same budgetary period. Exceptionally Regular Budget appropriations Assessed Contributions and Budgeted Miscellaneous Revenue may be made available in the first year of the subsequent budgetary period in order to support operational effectiveness for nonseverable contractual agreements due to be delivered in the first quarter of the subsequent year. Exceptions may also be considered by the Director to carry over Regular Budget appropriations Assessed Contributions and Budgeted Miscellaneous Revenue into a subsequent budgetary period for the delayed delivery of programmed goods and services due to unforeseen circumstances.	Replace Regular Budget appropriations to individually reflect the various funding sources constrained by the budgetary period.

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4.4 Any balance of the funded Regular Budget appropriation not committed by the end of the current budgetary period, or not authorized to be carried over into the subsequent budgetary period, shall be used to replenish the Working Capital Fund to its authorized level. Thereafter any balance will be transferred to surplus and made available for subsequent use in accordance with the resolutions adopted by the Conference or Directing Council.	4.4 4.6 Any balance of the funded Regular Budget appropriation Assessed Contributions and Budgeted Miscellaneous Revenue not committed by the end of the current budgetary period, or not authorized to be carried over into the subsequent budgetary period, shall be used to replenish the Working Capital Fund to its authorized level. Thereafter any balance will be transferred to surplus and made available for subsequent use in accordance with the resolutions adopted by the Conference or Directing Council.	Replace Regular Budget appropriation to individually reflect the various funding sources constrained by the budgetary period.
4.5 Any deficit of revenue over expenses of the Regular Budget appropriation at the end of the current budgetary period shall be funded first by the Working Capital Fund to the extent possible, and then by borrowing or by other authorized means.	4.5 4.7 Any deficit of revenue over expenses of the Regular Budget appropriation Assessed Contributions and Budgeted Miscellaneous Revenue at the end of the current budgetary period shall be funded first by the Working Capital Fund to the extent possible, and then by borrowing or by other authorized means.	Replace Regular Budget appropriation to individually reflect the various funding sources constrained by the budgetary period.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
4.6 Any excess of revenue over the Regular Budget appropriation at the end of a budgetary period shall be considered a revenue surplus and shall be available for use in subsequent periods to cover the unfunded portion of the Strategic Plan, as determined by the Director and with the concurrence of the Subcommittee on Program, Budget, and Administration.	4.6 4.8 Any excess of revenue over the Regular Budget appropriation Budgeted Miscellaneous Revenue at the end of a budgetary period shall be considered a revenue surplus and shall be available for use in subsequent periods to cover the unfunded portion of the Strategic Plan, as determined by the Director and with the concurrence of the Subcommittee on Program, Budget, and Administration.	Replace Regular Budget appropriation to individually reflect the various funding sources constrained by the budgetary period.
4.7 An accrual shall be established for undisbursed commitments that have been charged against Regular Budget appropriations during the current financial reporting period and that cover the cost of goods or services which were delivered during the financial reporting period.	4.7 An accrual shall be established for undisbursed commitments that have been charged against Regular Budget appropriations during the current financial reporting period and that cover the cost of goods or services which were delivered during the financial reporting period.	Covered by IPSAS accounting standards.
4.8 Any commitments for goods and services due to be delivered in subsequent budgetary periods that exist against the Organization at the end of the current budgetary period shall be established as commitments against future Regular Budget appropriations unless otherwise stated in these Regulations.	4.8 4.9 Any commitments for goods and services due to be delivered in subsequent budgetary periods that exist against the Organization at the end of the current budgetary period shall be established as commitments against future Regular Budget appropriations the subsequent Program and Budget unless otherwise stated in these Regulations.	Replace future Regular Budget appropriations with the subsequent Program and Budget to reflect the concept of the unified budget.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
Regulation V – Provision of Regular Budget Funds	Regulation V Provision of Regular Budget Funds	Covered in new Financial Regulation 4.3.
5.1 The Regular Budget appropriations shall be financed by assessed contributions from Member States, Participating States, and Associate Members (herein after referred to as "Members") and the budgetary estimate of Miscellaneous Revenue. Assessments shall be determined in accordance with the Article 60 of the Pan American Sanitary Code.	5.1 The Regular Budget appropriations shall be financed by assessed contributions from Member States, Participating States, and Associate Members (herein after referred to as "Members") and the budgetary estimate of Miscellaneous Revenue. Assessments shall be determined in accordance with the Article 60 of the Pan American Sanitary Code.	
5.2 Adjustments shall be made to the amount of the assessed contributions of the following budgetary period in respect of:  a) Supplemental Regular Budget appropriations approved in the current budgetary period for which Members have not been assessed; and b) Assessed contributions of new Members under the provisions of Regulation 6.10.	5.2 Adjustments shall be made to the amount of the assessed contributions of the following budgetary period in respect of:  a) Supplemental Regular Budget appropriations approved in the current budgetary period for which Members have not been assessed; and b) Assessed contributions of new Members under the provisions of Regulation 6.10.	Covered in new Financial Regulations 5.3 and 5.10.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
Regulation VI – Assessed Contributions	Regulation VIV – Assessed Contributions	Renumber to keep the sequence.
6.1 The Conference or the Directing Council shall adopt the total Program and Budget, and the amount of the assessments, determined in accordance with Regulation 5.1, for the budgetary period. The assessed contributions of Members shall be divided into two equal annual installments. In the first year of the budgetary period, the Conference or Directing Council may decide to amend the amount of assessments to be applied to the second year of the budgetary period.	6.1 5.1 The Conference or the Directing Council shall adopt the total Program and Budget, and the amount of the assessments, determined in accordance with Regulation 5.1 4.3, for the budgetary period. The Assessed Contributions of Members shall be divided into two equal annual installments. In the first year of the budgetary period, the Conference or Directing Council may decide to amend the amount of assessments to be applied to the second year of the budgetary period.	
6.2 After the Conference or the Directing Council has adopted the Program and Budget, the Director shall inform Members of their commitments in respect of contributions for the budgetary period and request them to pay the first and second installments of their contributions.	6.2 5.2 After the Conference or the Directing Council has adopted the Program and Budget, the Director shall inform Members of their commitments in respect of contributions for the budgetary period and request them to pay the first and second installments of their contributions.	Renumber to keep the sequence.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
6.3 If the Conference or the Directing Council decides to amend the amounts of the assessments, or to adjust the amount of the Regular Budget appropriations to be financed by assessed contributions from Members for the second year of a biennium, the Director shall inform Members of their revised commitment and shall request them to pay the revised second installment of their assessed contributions.	6.3 5.3 If the Conference or the Directing Council decides to amend the amounts of the assessments or to adjust the amount of the Regular Budget appropriations to be financed by assessed contributions from Members for the due from Members in the course of a biennium, the Director shall inform Members of their revised commitments and shall request them to pay the revised second installment of their Assessed Contributions.	Renumber to keep the sequence.  Delete reference to adjustments of amount of Regular Budget appropriations to be funded by assessed contributions as it is redundant.
6.4 Installments of assessed contributions shall be due and payable as of 1 January of the year to which they relate.	6.4 <b>5.4</b> Installments of Assessed Contributions shall be due and payable as of 1 January of the year to which they relate.	Renumber to keep the sequence.
6.5 As of 1 January of the following year, the unpaid balance of such assessed contributions shall be considered to be one year in arrears.	6.5 <b>5.5</b> As of 1 January of the following year, the unpaid balance of such Assessed Contributions shall be considered to be one year in arrears.	Renumber to keep the sequence.
6.6 Assessed contributions shall be denominated in U.S. dollars and shall be paid in either U.S. dollars or other currencies as determined by the Director.	6.6 5.6 Assessed Contributions shall be denominated in U.S. dollars and shall be paid in either U.S. dollars or other currencies as determined by the Director.	Renumber to keep the sequence.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
6.7 Payments in currencies other that U.S. dollars shall be credited to Members' accounts at the United Nations rate of exchange in effect on the date of receipt or at the market rate of exchange, should conversion of excess currency be deemed prudent.	6.7 5.7 Payments in currencies other that U.S. dollars shall be credited to Members' accounts at the United Nations rate of exchange in effect on the date of receipt or at the market rate of exchange, should conversion of excess currency be deemed prudent.	Renumber to keep the sequence.
6.8 Payments made by a Member shall be applied against its oldest outstanding assessed contributions.	6.8 5.8 Payments made by a Member shall be applied against its oldest outstanding Assessed Contributions.	Renumber to keep the sequence.
6.9 The Director shall submit to the regular session of the Conference or the Directing Council a report on the collection of assessed contributions.	6.9 5.9 The Director shall submit to the regular session of the Conference or the Directing Council a report on the collection of Assessed Contributions.	Renumber to keep the sequence.
6.10 New Members shall be required to make an assessed contribution for the budgetary period in which they become Members. If membership begins at any time during the first year of a budgetary period, new Members will be assessed for the full two-year period. If membership begins at any time during the second year of a budgetary period, new Members will be assessed for the second year only.	6.10 5.10 New Members shall be required to make an Assessed Contribution for the budgetary period in which they become Members. If membership begins at any time during the first year of a budgetary period, new Members will be assessed for the full two-year period. If membership begins at any time during the second year of a budgetary period, new Members will be assessed for the second year only.	Renumber to keep the sequence.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
8.2 Voluntary contributions, donations, and bequests, either in cash or in kind, may be accepted by the Director, provided that these contributions can be used by the Organization, and that any conditions which may be attached to them are consistent with the objectives and policies of the Organization.	Regulation VI – Voluntary Contributions  8.2 6.1 Voluntary Contributions, donations, and bequests, either in cash or in kind, may be accepted by the Director, provided that these contributions can be used by the Organization, and that any conditions which may be attached to them are consistent with the objectives and policies of the Organization.	New Regulation section to segregate Voluntary Contributions, including Program Support Costs, as a primary funding source of the Program and Budget.  Moved Regulation 8.2 from Revenue - Other Sources.
8.4 The Director is authorized to levy a charge (hereinafter referred to as "Program Support Costs") on voluntary contributions in accordance with applicable resolutions of the Conference or Directing Council. These Program Support Costs will be used to reimburse all, or part of, the indirect costs incurred by the Organization in respect of the administration of corresponding activities.	8.4 6.2 The Director is authorized to levy a charge (hereinafter referred to as "Program Support Costs") on Voluntary Contributions in accordance with applicable resolutions of the Conference or Directing Council. These Program Support Costs will be used to reimburse all, or part of, the indirect costs incurred by the Organization in respect of the administration of corresponding activities.	Moved Regulation 8.4 from Revenue - Other Sources.
Regulation VIII – Revenue – Other Sources  8.1 Other sources of revenue not otherwise identified in these Regulations shall be reported as Miscellaneous Revenue.	Regulation VIII - Revenue - Other Sources  8.1 7.1 Other sources of revenue not otherwise identified in these Regulations shall be reported as Miscellaneous Revenue.	Renumber to keep the sequence.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
8.3 Donations and bequests received without a specific purpose shall be reported as Miscellaneous Revenue unless otherwise specified by the Director in accordance with Regulation IX.	8.3 7.2 Donations and bequests received without a specific purpose shall be reported as Miscellaneous Revenue unless otherwise specified by the Director in accordance with Regulation IX.	Renumber to keep the sequence.
8.5 Revenue generated from sales and services will be used to reimburse all or part of the direct and indirect costs incurred by the Organization in respect of the administration of its activities.	8.5 7.3 Revenue generated from sales and services will be used to reimburse all or part of the direct and indirect costs incurred by the Organization in respect of the administration of its activities.	Renumber to keep the sequence.
8.6 Revenue from Services Charges on procurement funds will be used to capitalize the respective fund or to reimburse all or part of the costs incurred by the Organization in respect of the administration of its activities.	8.6 7.4 Revenue from Services Charges on procurement funds will be used to capitalize the respective fund or to reimburse all or part of the costs incurred by the Organization in respect of the administration of its activities.	Renumber to keep the sequence.
Regulation VII – Working Capital Fund and Internal Borrowing	Regulation <del>VH</del> <b>VIII</b> – Working Capital Fund and <del>Internal</del> Borrowing	Renumber to keep the sequence.  Delete <i>Internal</i> . With the adoption of IPSAS and full
7.1 A Working Capital Fund shall be established, along with its authorized level, and financing in accordance with Resolutions adopted by the Conference or Directing Council.	7.1 8.1 A Working Capital Fund shall be established, along with its authorized level, and financing in accordance with Resolutions adopted by the Conference or Directing Council.	accrual accounting, Internal Borrowing is no longer applicable.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
7.2 Title to financial resources constituting the Working Capital Fund shall remain with the Pan American Health Organization.	7.2 8.2 Title to financial resources constituting the Working Capital Fund shall remain with the Pan American Health Organization.	Renumber to keep the sequence.
7.3 The Working Capital Fund shall be made available to meet any temporary financial resource requirements of the Regular Budget. The Fund shall be reimbursed in accordance with Regulations 4.4 and 7.1.	7.3 8.3 The Working Capital Fund shall be made available to meet any temporary financial resource requirements of the Regular Budget_Program and Budget. The Fund shall be reimbursed in accordance with Regulations 4.4 4.6 and 78.1.	Renumber to keep the sequence.  Replace Regular Budget with Program and Budget to reflect the concept of a unified budget.
7.4 The Working Capital Fund shall be made available to finance unforeseeable and extraordinary expenses, replenish existing funds to authorized levels, or other authorized purposes. The Fund shall be reimbursed in accordance with Regulations 4.4 and 7.1.	7.4 8.4 The Working Capital Fund shall be made available to finance unforeseeable and extraordinary expenses, replenish existing funds to authorized levels, or other authorized purposes. The Fund shall be reimbursed in accordance with Regulations 4.4 6 and 78.1.	Renumber to keep the sequence.
7.5 The Director, with the prior and written concurrence of a majority of the members of the Executive Committee, shall have the authority to borrow funds.	7.5 8.5 The Director, with the prior and written concurrence of a majority of the members of the Executive Committee, shall have the authority to borrow funds.	Renumber to keep the sequence.

EXISTING TEXT	PROPOSED TEXT	COMMENTS Deleted Language Inserted Language
Regulation XI — Investment  11.3 Investment income, regardless of the source of funds, shall be credited as Miscellaneous Revenue to the Regular Budget unless otherwise stipulated in these Regulations, in resolutions adopted by the Conference or Directing Council, or as decided by the Director.	11.3 Investment income, regardless of the source of funds, shall be credited as Miscellaneous Revenue Regular Budget unless otherwise stipulated in these Regulations, in resolutions adopted by the Conference or Directing Council, or as decided by the Director.	Remove Regular Budget.
Regulation XV – Resolutions including Expenses  15.2 Where, in the opinion of the Director, the proposed expense cannot be made from the existing appropriations, it shall not be incurred until the Conference or the Directing Council has made the necessary appropriations, unless such expense can be made under the conditions of the resolution of the Directing Council relating to the Emergency Procurement Revolving Fund.	15.2 Where, in the opinion of the Director, the proposed expense cannot be made from the existing <b>Program and Budget</b> appropriations, it shall not be incurred until the Conference or the Directing Council has made the necessary appropriations, unless such expense can be made under the conditions of the resolution of the Directing Council relating to the Emergency Procurement Revolving Fund.	Replace appropriations with <b>Program and Budget</b> to reflect the concept of a unified budget.

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