

168th SESSION OF THE EXECUTIVE COMMITTEE

Virtual Session, 21-25 June 2021

CE168.R13
Original: English

RESOLUTION

CE168.R13

AMENDMENTS TO THE PASB STAFF REGULATIONS AND RULES

THE 168th SESSION OF THE EXECUTIVE COMMITTEE,

Having considered the amendments to the Staff Rules of the Pan American Sanitary Bureau submitted by the Director in Annex A to Document CE168/21;

Acknowledging the recommendation of the International Civil Service Commission in its 2020 Annual Report to increase the base/floor salary scale for the professional and higher categories and pay protection points by 1.90% on a no-loss/no-gain basis, and the Pan American Sanitary Bureau's implementation of that recommendation as of 1 January 2021;

Taking into consideration the actions of the Seventy-fourth World Health Assembly regarding the remuneration of the Regional Directors, Assistant Directors-General, and the Deputy Director-General based on the United Nations General Assembly's approval of the amended base/floor salary scale for the professional and higher categories on a no-loss/no-gain basis;

Bearing in mind the provisions of Staff Rule 020 and Staff Regulation 3.1 of the Pan American Sanitary Bureau;

Recognizing 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:

1. To confirm, in accordance with Staff Rule 020, the Staff Rule amendments that have been made by the Director effective 1 January 2021 concerning remuneration of staff in the professional and higher categories and the Staff Rule amendments that have been made by the Director effective 1 July 2021 regarding payment and deductions; approval,
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reporting, and recording of leave and service time; sick leave; parental leave; and staff in posts subject to local recruitment.

2. To establish the annual salary of the Assistant Director of the Pan American Sanitary Bureau, beginning on 1 January 2021, at US\$ 184,808¹ before staff assessment, with a corresponding net base salary of \$137,473.

3. To establish the annual salary of the Deputy Director of the Pan American Sanitary Bureau, beginning on 1 January 2021, at \$186,323 before staff assessment, with a corresponding net base salary of \$138,473.

4. To establish the annual salary of the Director of the Pan American Sanitary Bureau, beginning on 1 January 2021, at \$205,264 before staff assessment, with a corresponding net base salary of \$150,974.

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**

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

380. PAYMENTS AND DEDUCTIONS

380.1 Salaries, allowances, and benefits vary according to the staff member's duty station of assignment and may be adjusted under conditions established by the Bureau.

380.2 The normal pay period is from the first to the last day of any calendar month.

[...]

380.8 The right of the Bureau to claim from an individual any amount the Bureau may have overpaid will normally lapse one year after the overpayment error. The recovery of an overpayment will be governed by the facts of each case, and the affected individual will be notified in writing.

380.9 The right of an individual to claim from the Bureau any amount the Bureau may have underpaid will normally lapse one year after the underpayment error. The correction of an underpayment will be governed by the facts of each case, and the affected individual will be notified in writing.

380.10 In the case of overpayment or underpayment of pension contributions, the Bureau will reconcile any differences, which shall not be subject to any time limitation on adjustment or recovery. In the case of underpayment, the staff member's contribution to the Staff Pension Fund will be deducted from the staff member's salary in accordance with Staff Rule 380.6.1.

380.11 Nothing in this rule prevents the Bureau from correcting errors made when determining or recording a staff member's benefits and entitlements, regardless of when the error occurred.

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

670. APPROVAL, REPORTING, AND RECORDING OF LEAVE AND SERVICE TIME

670.1 The granting of leave under Staff Rules 625, 630, 640, and 650 is subject to the exigencies of service and must be approved in advance by authorized officials. The personal circumstances of the staff member shall be considered to the extent possible. It is the staff member’s responsibility to ensure that all leave taken is promptly reported and recorded.

670.2 The Bureau may correct errors made when determining or recording a staff member’s leave benefits or service time, regardless of when the error occurred.

740. SICK LEAVE

740.1 Staff members, except those excluded under Rule 1320 who are unable to perform their duties because of illness or injury, or whose attendance is prevented by public health requirements, may be granted sick leave with pay with the approval of the Staff Physician in the following amounts:

[...]

740.1.5 The Bureau may correct errors made when determining or recording a staff member’s sick leave benefit, regardless of when the error occurred.

765. PARENTAL LEAVE

765.3 Staff members holding fixed-term or service appointments shall be entitled to four weeks of parental leave. Eight weeks of parental leave will be granted in the case of:

[...]

765.4 Staff members holding temporary appointments, as defined in Rule 420.4, shall be entitled to two weeks of parental leave. Four weeks of parental leave will be granted in the case of:

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

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

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

1310. STAFF IN POSTS SUBJECT TO LOCAL RECRUITMENT

1310.2 All posts in the general service category are subject to local recruitment and, therefore, shall be filled, as far as possible, by persons recruited in the local commuting area of each office. The recognized place of residence for such locally recruited persons, irrespective of their nationality and of the length of time they may have been in the area, shall be determined as the place where the office concerned is located. Applicants to a vacant general service post must be citizens or permanent legal residents of the country of the duty station and able to legally work in the location of the duty station at the time their application is submitted to the Organization for consideration and, if selected, at the time of their appointment and thereafter. Except as specified under Rule 1310.4, the Organization will not sponsor a local work permit or visa for a staff member in the general service category.

(Seventh meeting, 24 June 2021)