



**Pan American  
Health  
Organization**



*Regional Office of the  
World Health Organization*

## **PAHO/WHO E-Manual**

### **Chapter II: Planning, Monitoring and Oversight**

#### **Section 8: Oversight** (Financial and operational audit; Fraud investigation)

#### **8.2: Investigation Protocol**

Revision Date:  
Responsible Office(s): DD/ETH  
Official File Name: 014 Policy Formation

\* An asterisk indicates that the adjacent material is new or substantively revised.

**Effective Date: 19 April 2010**

**10**     **Purpose**—This policy is intended to establish the protocol for conducting workplace investigations in PAHO when wrongdoing (involving people who work for PAHO or individuals, organizations or companies that have business dealings with PAHO) has been alleged.

**20**     **Scope**—This policy applies to all preliminary inquiries and investigations carried out in PAHO, irrespective of the office undertaking the investigation. However, due to the unique nature of each case, the scope and complexity of some investigations, unexpected turns that may occur and privacy considerations, flexibility may be required to ensure that every investigation is properly conducted and each case is evaluated on its own merit.

**30**     **Policy and Essential Procedures**

**30.1**   **Basic Premise**—The basic premise of this policy is that all reported violations will be investigated as promptly, thoroughly and confidentially as possible ensuring independence, impartiality, fairness.

**30.2**   **Essential Procedures**

**[Investigation Protocol](#)**

**40**     **Responsibilities**

**40.1**   **Ethics Office (ETH)**—is responsible for the review and revision of this policy as appropriate.