



PAN AMERICAN HEALTH ORGANIZATION  
WORLD HEALTH ORGANIZATION



# 142nd SESSION OF THE EXECUTIVE COMMITTEE

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## **PAN AMERICAN SANITARY BUREAU HUMAN RESOURCES: STAFFING PROFILE**

### **Report by the Bureau**

1. This annual report provides data on the profile of PAHO's human resources as of April 2008, unless otherwise specified. It includes information regarding the number of personnel in the Bureau by category, gender, grade, location, contract type, years of service, and nationality. It also contains information regarding the movement of professional staff between duty stations.

### **Appointment Categories**

2. As of April 2008, the Bureau had a total of 803 staff members on either fixed-term appointments of one to five years or career service appointments. Of these, 404 (50%) were in the professional category, 363 (45%) were in the general service category, and 36 (5%) were in the national professional officer category (Table 1).

3. During 2007, the Organization hired 359 temporary staff to carry out 380 temporary assignments:

- 37% (135) carried out Short-term Professional (STP) assignments.
- 47% (167) carried out Short-term Consultant (STC) assignments.
- 16% (57) carried out Short-term General Service (STG) assignments.  
(Graphs 2a and 2b respectively).

4. As of April 2008, the Bureau had 1085 individuals working under a number of non-UN contractual mechanisms in PAHO's Country Offices and Centers as follows: 293 ministry staff; 202 agency staff; 179 PASB local employees and 172 national

professionals. In PAHO Centers, 64 professionals and 175 administrative support staff worked as Center employees (Graph 3).

### **Gender Distribution**

5. In PAHO Country Offices and Centers, the percentage of women in the professional and higher categories increased since the last annual report from 35% to 38% (from 76 to 89 women). In Headquarters, the percentage of professional women has increased from 47% to 49% (from 97 to 101 women). The number of women overall in this category of staff increased from 41% to 43% (from 173 to 190 women) (Graph 4).

6. Women make up 38% of staff at senior managerial levels within the Organization (P-4 and above). This represents a 1% increase since PAHO's last annual report. Women hold the majority of posts at the P.1/NOA and P.2/NOB grade levels (58% and 69% respectively). Since the last annual report, women now occupy the majority of posts at the P.3/NOC level (55%). Men continue to occupy the majority of posts at the P.4/NOD through D2 grade levels (64% at P.4/NOD, 58% at P.5, 63% at P.6, 61% at D.1 and 100% at D.2). The three ungraded posts in PAHO are occupied by women. Of the 27 PAHO/WHO Representatives in the Country Offices, 48% (13) are female (Table 5).

7. During 2007, 41 new professionals were appointed to positions in PAHO; 20 (49%) were men and 21 (51%) were women. This represents a consistent increase of the number of women appointed to posts within the Bureau during each of the previous four years, up from 42% in 2006, 36% in 2005 and 32% in 2004 (Graph 6).

### **Geographical Distribution**

8. Table 7 provides consolidated information regarding the geographical distribution of professional fixed-term staff in the Bureau.

### **Post Trends**

9. In keeping with continued efforts to reduce the number of regular-funded posts in the Organization, Graph 8 reflects that the number of such posts continues to decline steadily from 790 for the 2006-07 biennium to 778 for the 2008-09 biennium.

10. Graph 9 sets out the percentage distribution of occupied professional posts by grade. The largest percentage of professionals continue to be at the P.4/NOD grade level (49%) with those at the lower professional grades (P.1/NOA to P.3/NOC) making up 27% of all professional staff and those at the higher professional grades (P.5 and above) making up the remaining 24%.

### **Professional Staff Mobility**

11. During 2007, 27 professional staff reassignments occurred. Sixteen of these reassignments involved the movement of staff between PAHO Country Offices and Centers; six involved the movement of staff from Headquarters to the countries, and five involved the movement of staff from Country Offices to Headquarters. While these figures represent a 46% decrease from the total number of reassignments made in 2006, it should be noted that during 2007, PAHO worked to define its Strategic Plan for 2008-2012 and the Biennial Work Plan for 2008-2009. Linked to those processes, managers were asked to assess the ability of their teams to meet their commitments and to determine the adjustments in resources that would be needed to meet the Organization's strategic and technical goals.

12. Consequently, during 2007, reassignments and transfers were fewer as each manager completed this important assessment and realignment exercise. Human resources plans have been approved for each office and area within the Bureau based on managerial assessments, and resulting transfers and reassignments of staff will be taking place during this biennium (Graph 10).

### **Age, Length of Service and Retirement Trends**

13. Over half (63%) of the professional staff, including National Officers, and 55% of the general service staff in the Bureau are 50 years of age or older. They represent 59% of all Bureau staff and will reach the mandatory retirement age of 62 (or age 60 for staff who were participating in the UN Joint Pension Fund prior to 1 January 1990) within the next 10 to 12 years. Of this 59%, over half are due to retire in the next five to seven years (Graph 11).

14. Bureau employees with 15 or more years of service represent 38% of staff, compared to 41% last year. Within this category, general service staff represents 55% and professional staff 24%. Staff with less than 5 years of service constitutes 20% of all staff; 29% of professional staff, and 8% of general service staff (Graph 12).

Annexes

## **TABLES AND GRAPHS**

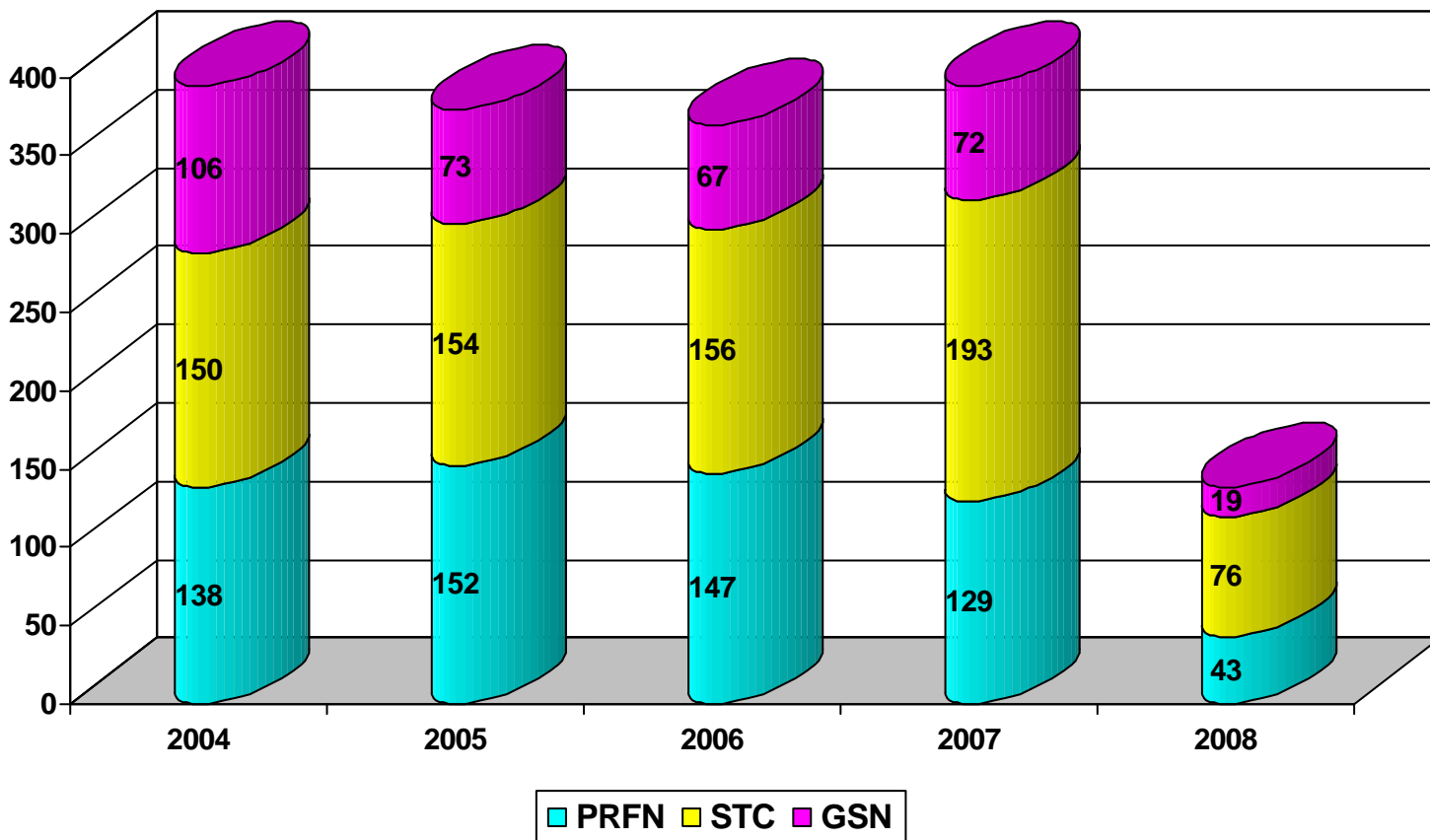
The tables and graphs referred to in this report are listed below for ease of reference:

1. Staff by Duty Station – Professionals, National Officers and General Services
- 2a. Temporary Assignments
- 2b. Temporary Staff
3. Staff Hired under Local Employment Conditions in PAHO Country Offices and Centers
4. Professional Staff Distribution by Gender
5. Professional Staff Distribution by Grade and Gender
6. Gender Distribution in Professional Staff appointed 2004-2008
7. Distribution of Professional Staff by Nationality
8. Trend in Regular-funded Posts
9. Professional Staff Grade Distribution
10. Professional Staff Reassignments and Transfers
11. Professional and General Service Staff by Age
12. Staff Distribution by Length of Service

**Table 1**  
**Staff by Duty Station**  
**Professionals, National Officers, and General Services\***  
**as of 22 April 2008**

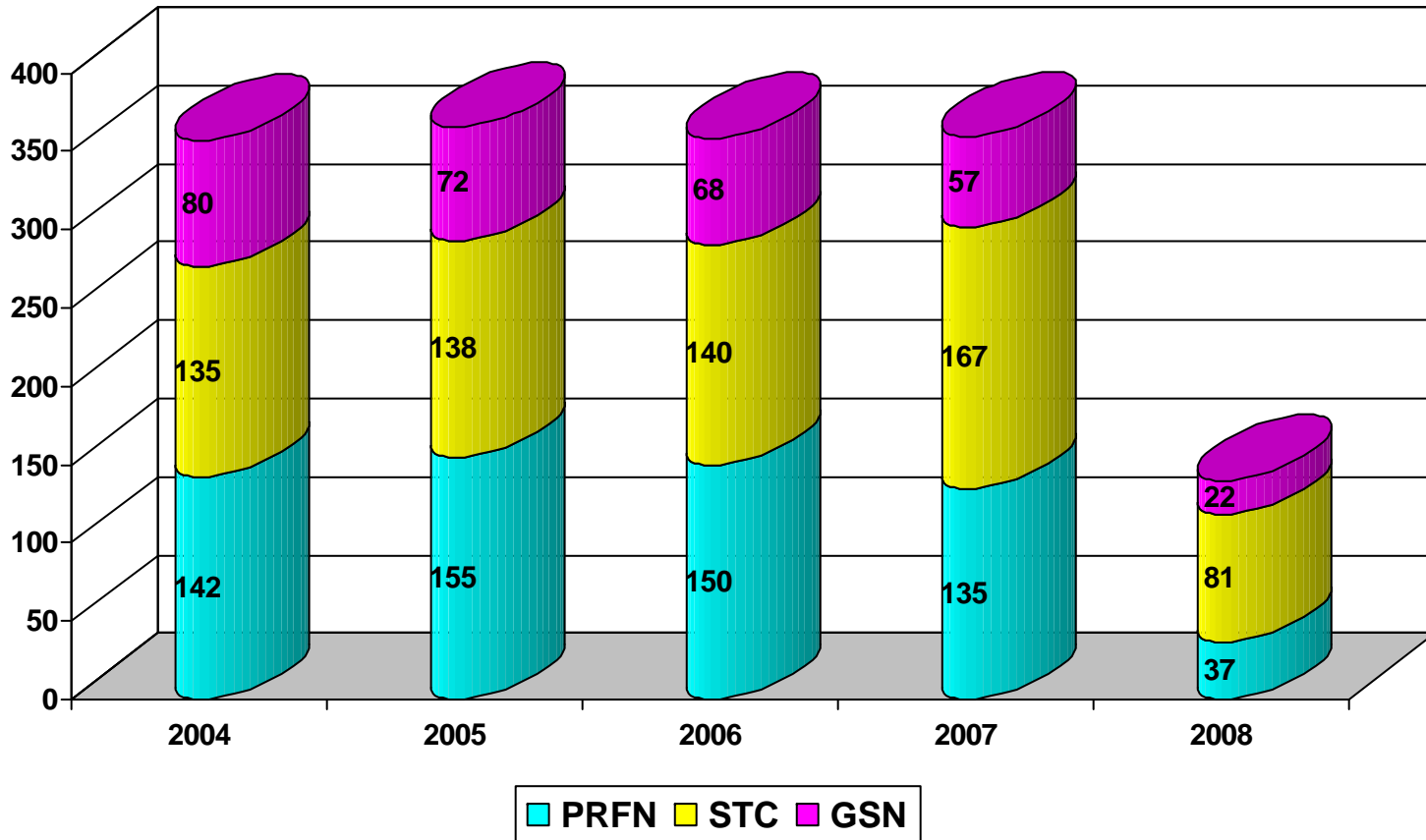
Duty Station		National Officer	Professional	General Services	Total
Anguilla	The Valley, Anguilla	1	0	0	1
Antigua and Barbuda	St John's, Antigua And Barbuda	1	0	0	1
Argentina	Buenos Aires, Argentina	2	7	5	14
Bahamas	Nassau, Bahamas	0	2	1	3
Barbados	Bridgetown, Barbados	1	12	5	18
Belize	Belize City, Belize	1	2	2	5
Bolivia	La Paz, Bolivia	1	5	2	8
Brazil	Brasilia, Brazil	1	12	18	31
	Rio De Janeiro, Brazil	2	14	17	33
	Sao Paulo, Brazil	1	4	0	5
Chile	Santiago, Chile	1	6	1	8
Colombia	Bogota, Colombia	4	6	3	13
Costa Rica	San Jose, Costa Rica	1	5	3	9
Cuba	Havana, Cuba	0	2	0	2
Dominica	Roseau, Dominica	1	0	0	1
Dominican Republic	Santo Domingo, Dominican Republic	1	5	3	9
Ecuador	Quito, Ecuador	2	8	4	14
	Guayaquil, Ecuador	0	1	0	1
El Salvador	San Salvador, El Salvador	1	5	3	9
Grenada	St George's, Grenada	1	0	0	1
Guatemala	Guatemala City, Guatemala	2	8	9	19
Guyana	Georgetown, Guyana	1	5	2	8
Haiti	Port-au-Prince, Haiti	0	8	5	13
Honduras	Tegucigalpa, Honduras	1	6	4	11
Jamaica	Kingston, Jamaica	2	5	11	18
Mexico	Mexico City, Mexico	0	8	10	18
Nicaragua	Managua, Nicaragua	1	5	3	9
Panama	Panama City, Panama	1	10	2	13
Paraguay	Asuncion, Paraguay	0	6	3	9
Peru	Lima, Peru	0	15	23	38
Saint Lucia	Castries, Saint Lucia	0	1	0	1
Suriname	Paramaribo, Suriname	1	3	2	6
Trinidad and Tobago	Port of Spain, Trinidad And Tobago	2	9	3	14
	St Augustine, Trinidad And Tobago	0	0	1	1
Uruguay	Montevideo, Uruguay	1	4	3	8
USA	El Paso TX, USA	0	2	1	3
	Washington, DC	0	209	210	419
Venezuela	Caracas, Venezuela	1	4	4	9
<b>Total</b>		<b>36</b>	<b>404</b>	<b>363</b>	<b>803</b>

**Graph 2a**  
**Temporary Assignments**  
**2004 - 2008**



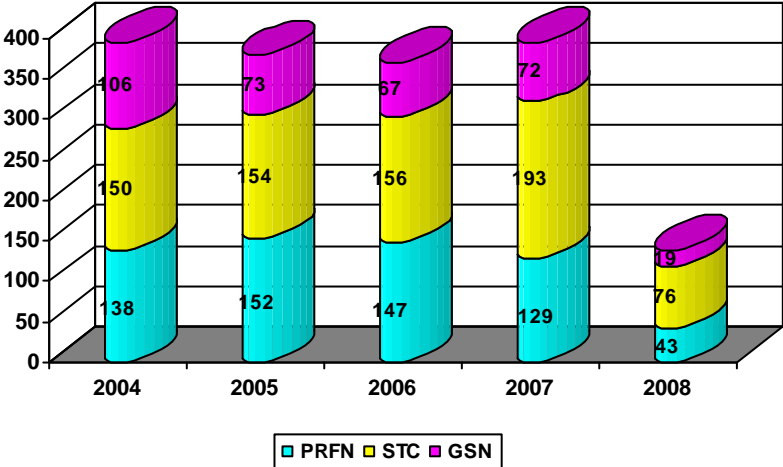


**Graph 2b**  
**Temporary Staff**  
**2004 - 2008**

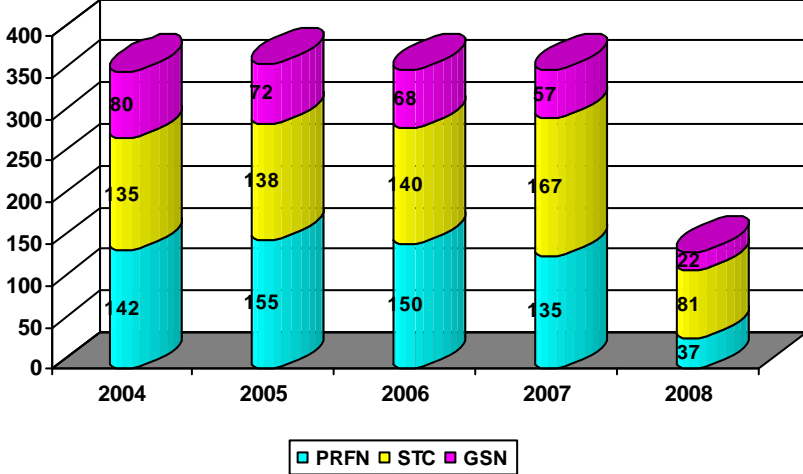




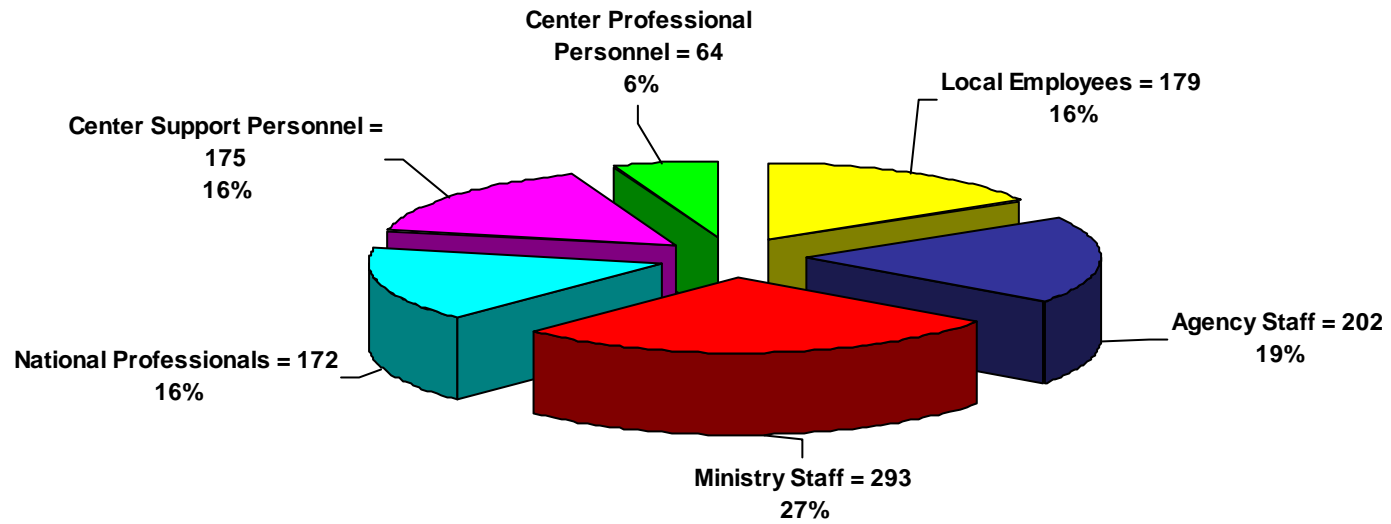
**Graph 2a  
Temporary Assignments  
2004 - 2008**



**Graph 2b  
Temporary Staff  
2004 - 2008**

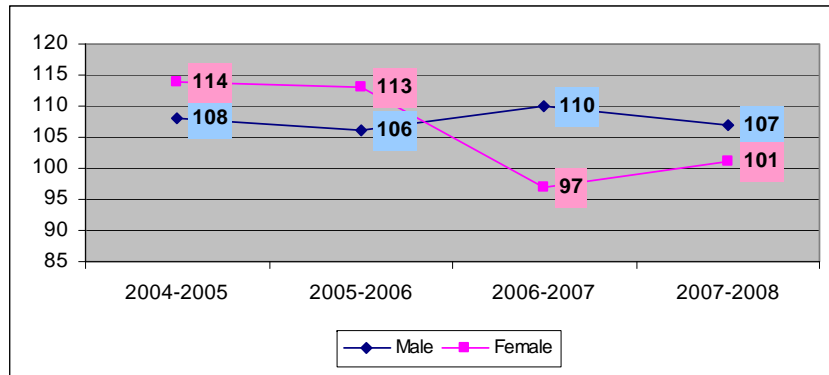


**Graph 3**  
**Staff Hired Under Local Employment Conditions in PAHO Country Offices and Centers**  
**as of April 2008**

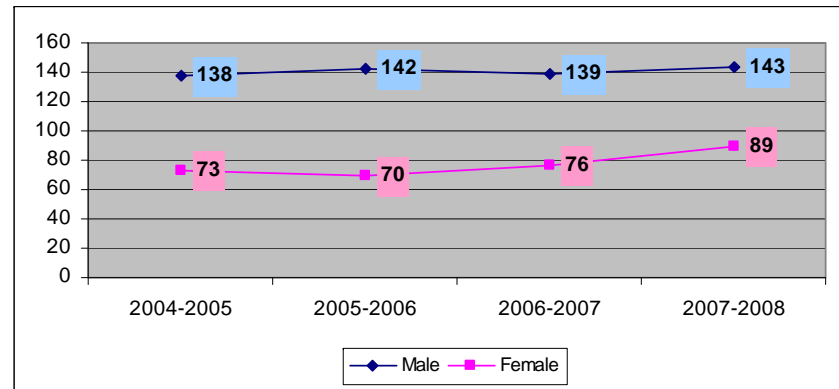


**Graph 4  
Professional Staff Distribution by Gender  
2004 - 2008**

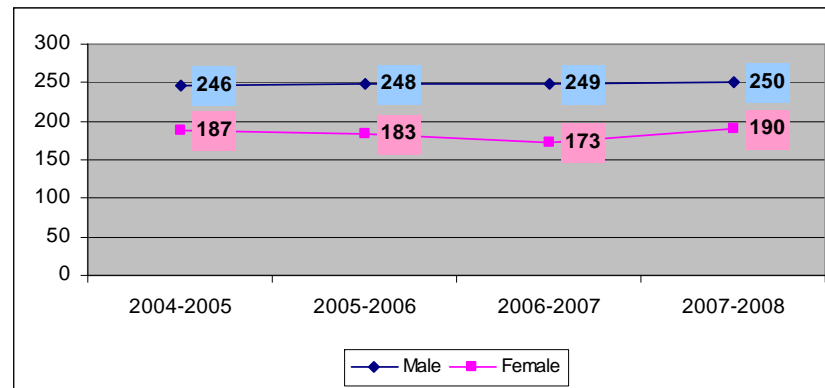
**HQs**



**Country Offices/Centers**



**Total**

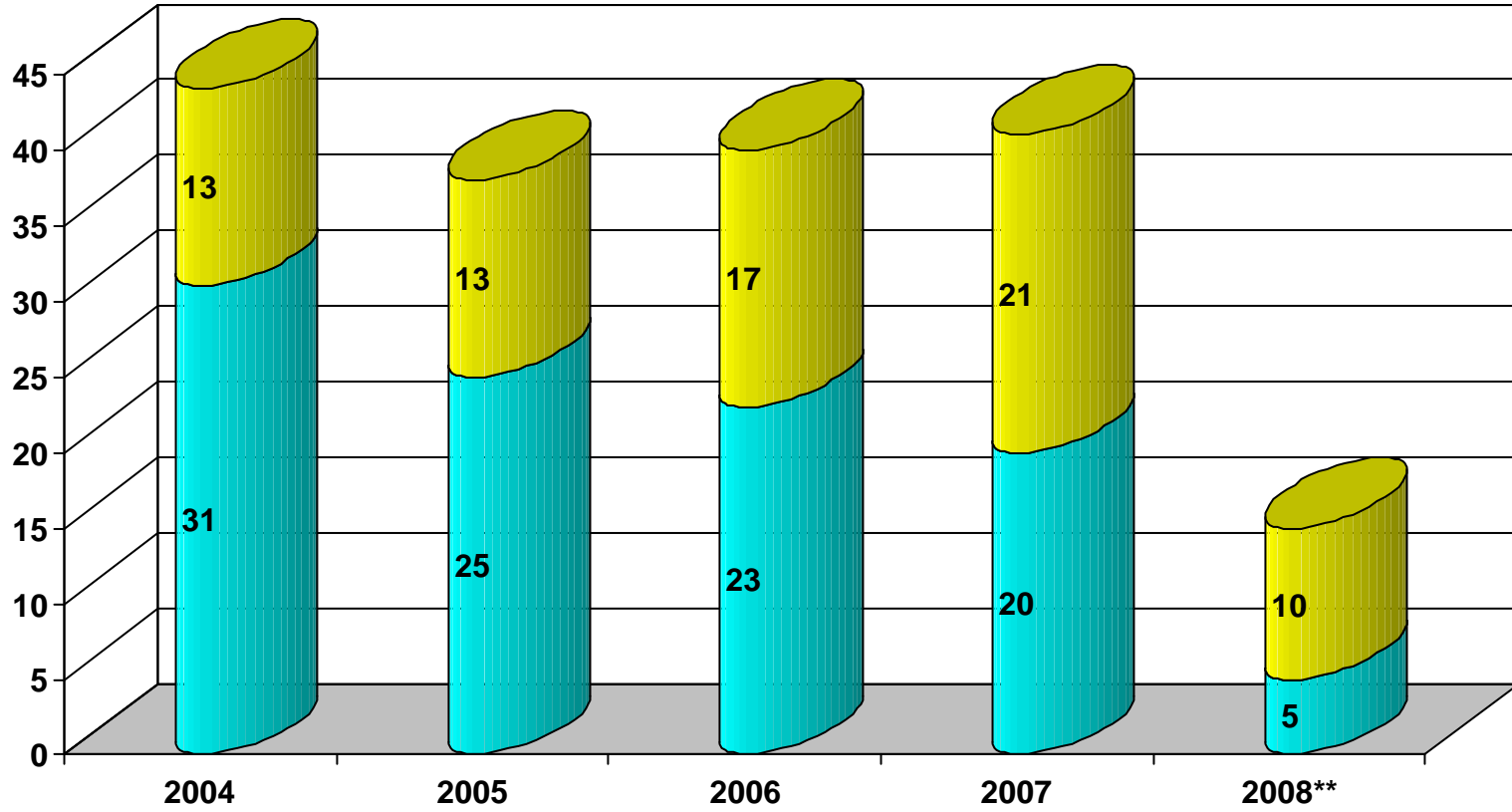


**Table 5**  
**Professional Staff Distribution by Grade and Gender**  
**as of April 2008**

GRADE	HEADQUARTERS				COUNTRY OFFICES / CENTERS				ALL															
	MALE	%	FEMALE	%	MALE	%	FEMALE	%	MALE	%	FEMALE	%												
UG1	0		1	100%	0		0		0		1	100%												
UG2	0		1	100%	0		0		0		1	100%												
UG3	0		0		0		0		0		0	*												
D02	1	100%	0		0		0		1	100%	0													
D01	8	62%	5	38%	3	60%	2	40%	11	61%	7	39%												
P06*	2	50%	2	50%	10	67%	5	33%	12	63%	7	37%												
P05	23	53%	20	47%	18	64%	10	36%	41	58%	30	42%												
P04/NO-D	43	57%	32	43%	91	68%	43	32%	134	64%	75	36%												
P03/NO-C	19	42%	26	58%	13	50%	13	50%	32	45%	39	55%												
P02/NO-B	10	43%	13	57%	5	38%	8	62%	15	42%	21	58%												
P01/NO-A	1	50%	1	50%	3	27%	8	73%	4	31%	9	69%												
<b>TOTAL</b>	<b>107</b>	<b>51%</b>	<b>101</b>	<b>49%</b>	<b>143</b>	<b>62%</b>	<b>89</b>	<b>38%</b>	<b>250</b>	<b>57%</b>	<b>190</b>	<b>43%</b>												
<table border="1" style="margin: auto;"> <thead> <tr> <th colspan="4">PAHO/WHO Representatives (P05-P06)</th> </tr> <tr> <th>Male</th> <th>%</th> <th>Female</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>52%</td> <td>13</td> <td>48%</td> </tr> </tbody> </table>													PAHO/WHO Representatives (P05-P06)				Male	%	Female	%	14	52%	13	48%
PAHO/WHO Representatives (P05-P06)																								
Male	%	Female	%																					
14	52%	13	48%																					

\*The position of Assistant Director, vacant as of April 2008, will be filled by a female who has been appointed to the post as of 1 June 2008.

**Graph 6**  
**Gender Distribution in Professional Staff\* Appointed**  
**2004 – 2008**



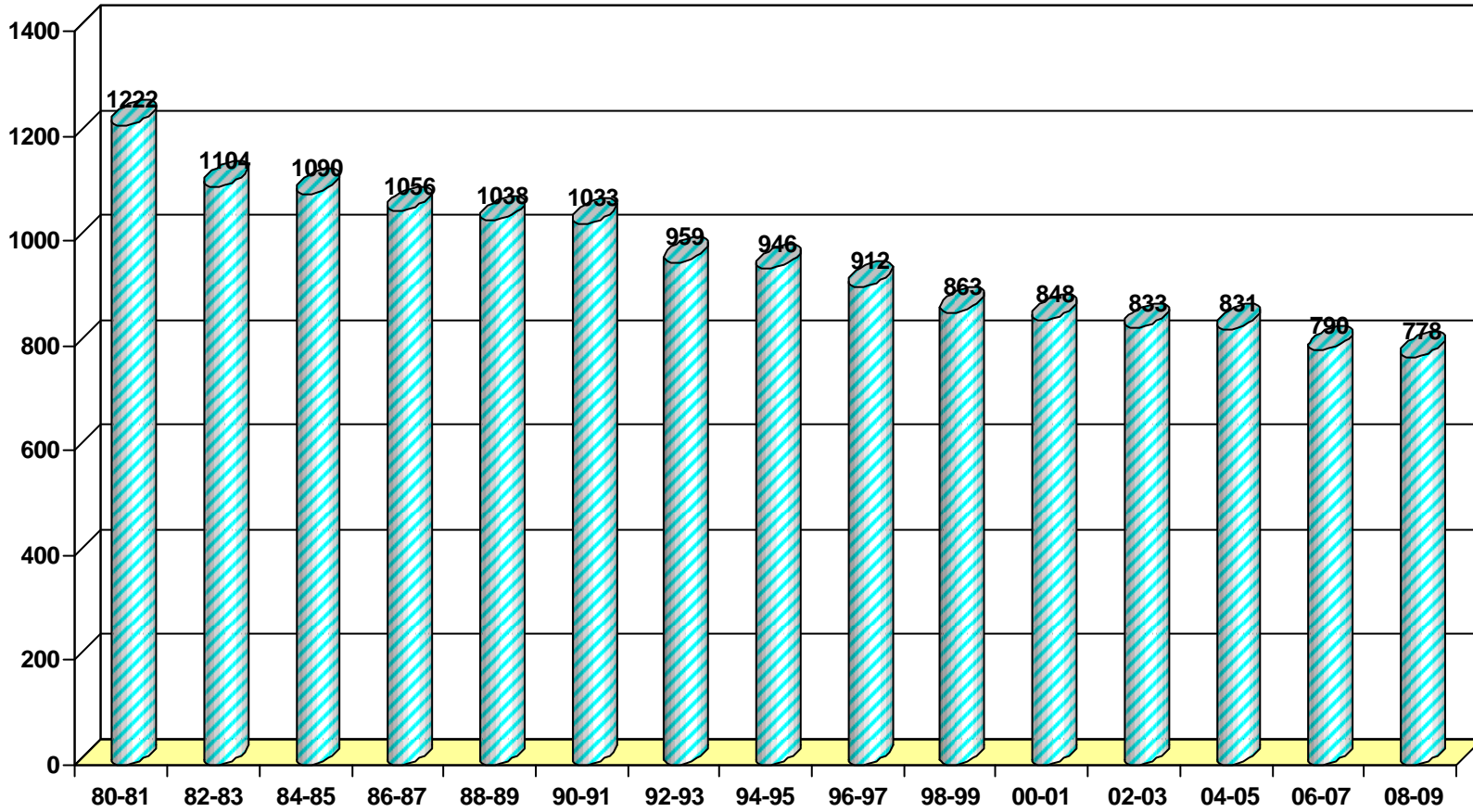
\* Excluding temporary staff  
\*\*As of April 2008

Male Female

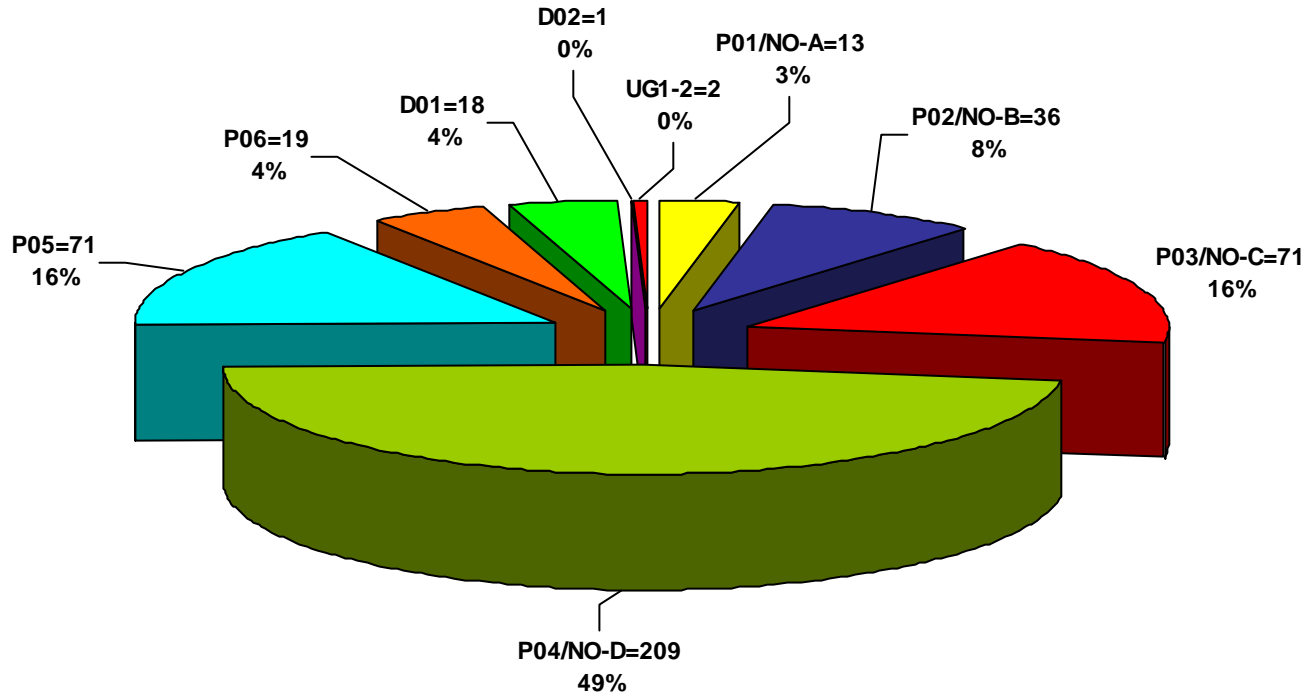
**Table 7**  
**Distribution of Professional Staff by Citizenship\***

Nationality	Country Offices/Centers	HQ	Total
Argentina	15	7	22
Austria	0	2	2
Bangladesh	0	1	1
Barbados	2	0	2
Belgium	5	1	6
Belize	4	0	4
Bolivia	6	5	11
Brazil	24	19	43
Canada	6	10	16
Chile	8	10	18
Colombia	19	14	33
Costa Rica	4	4	8
Cuba	9	4	13
Dominica	1	0	1
Dominican Republic	5	2	7
Ecuador	10	4	14
Egypt	0	1	1
El Salvador	6	2	8
France	7	3	10
Grenada	1	0	1
Guatemala	7	5	12
Guyana	3	3	6
Haiti	1	0	1
Honduras	5	0	5
Italy	2	2	4
Jamaica	7	1	8
Japan	1	0	1
Mexico	6	8	14
Myanmar	1	0	1
Netherlands	4	0	4
Nicaragua	6	2	8
Panama	4	2	6
Paraguay	4	1	5
Peru	13	12	25
Rwanda	2	0	2
Spain	6	9	15
St. Vincent and the Grenadines	2	0	2
Suriname	3	0	3
Sweden	0	1	1
Trinidad and Tobago	7	2	9
United Kingdom	1	2	3
United States Of America	5	54	59
Uruguay	5	6	11
Venezuela	5	7	12
Yugoslavia	0	1	1
Total	232	208	440

**Graph 8**  
**Trend in Regular-funded Posts**

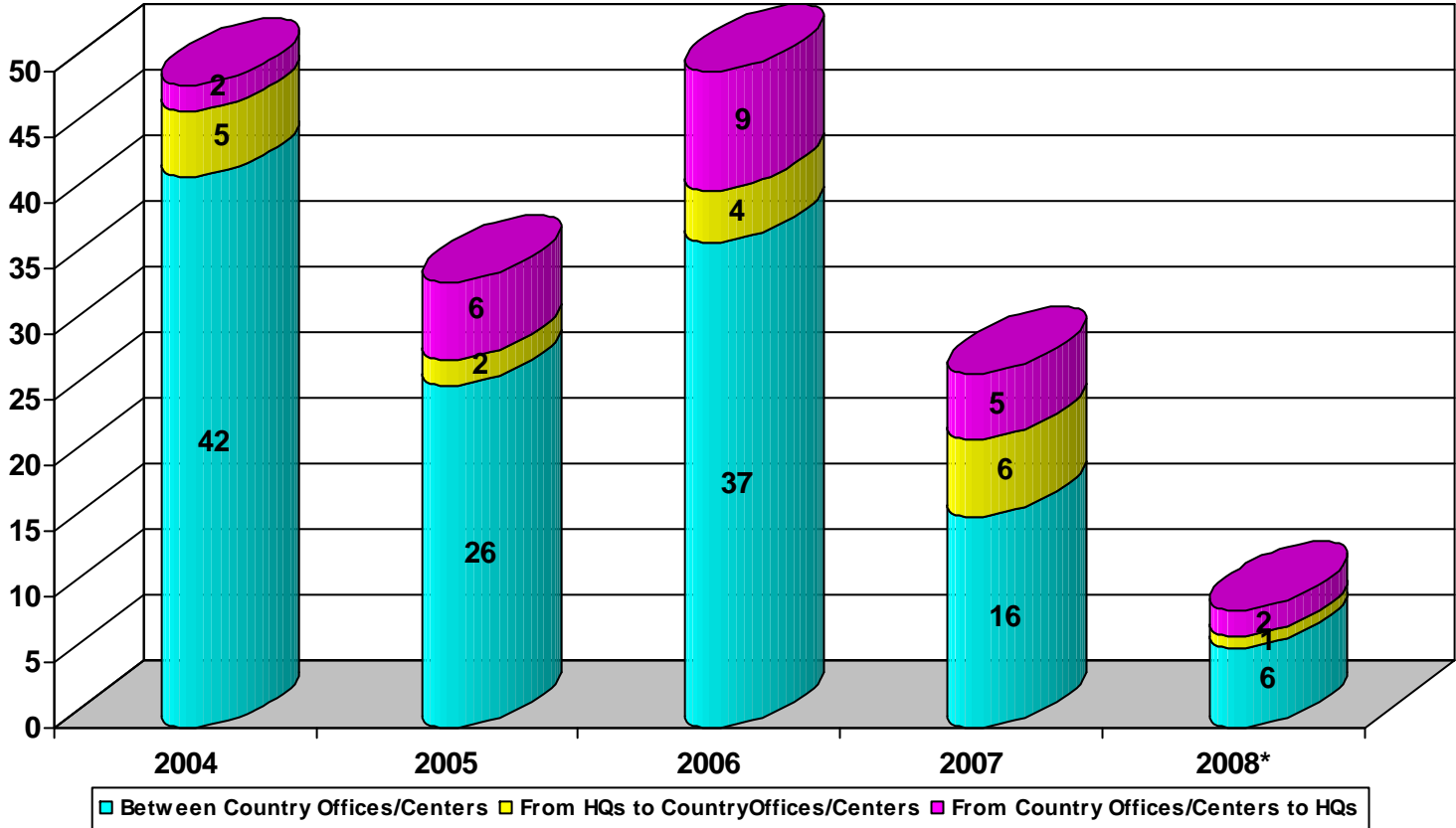


**Graph 9**  
**Professional Staff Grade Distribution**  
**as of April 2008**



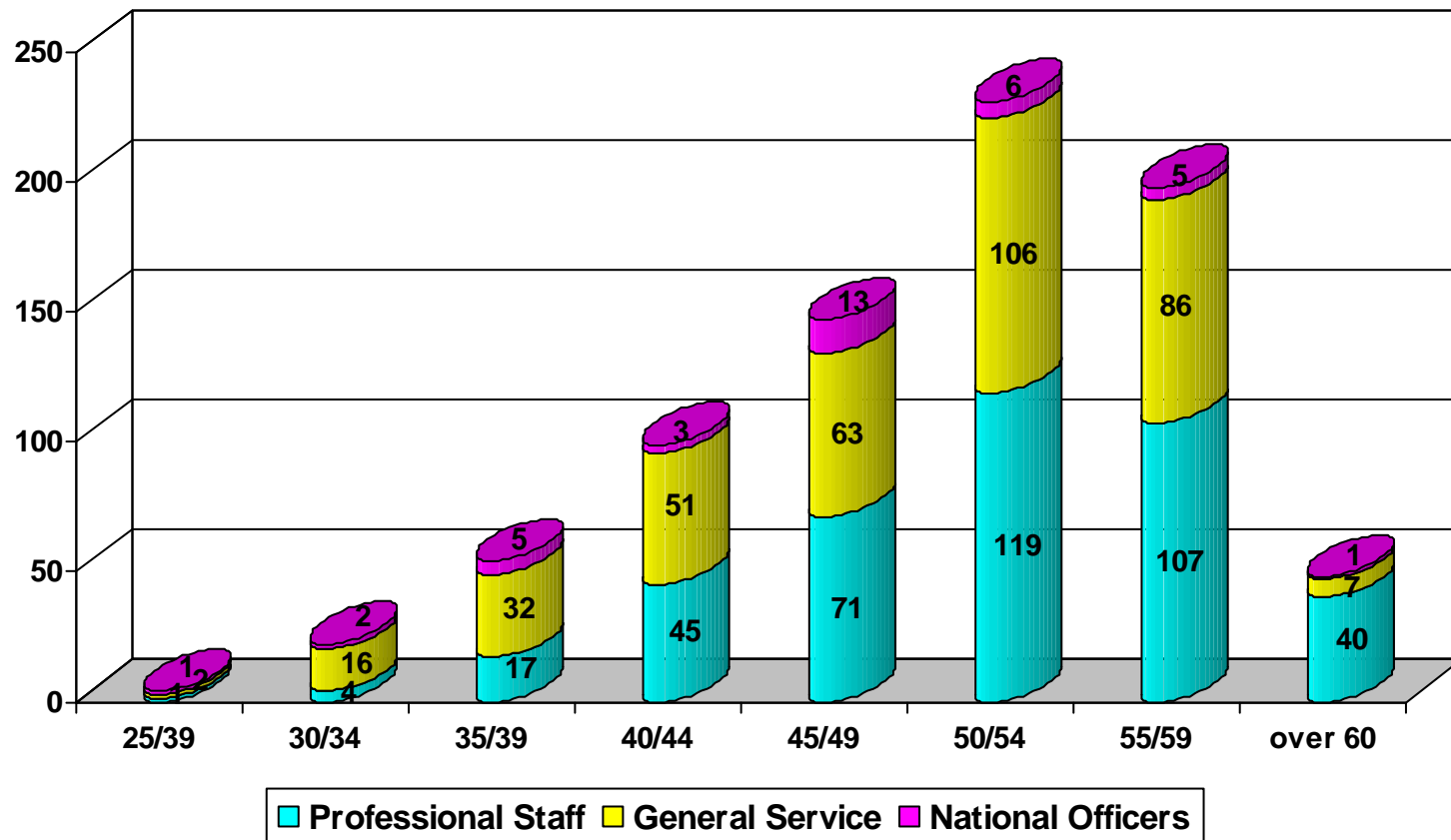


**Graph 10**  
**Professional Staff Reassignments and Transfers**  
**2004 - 2008**

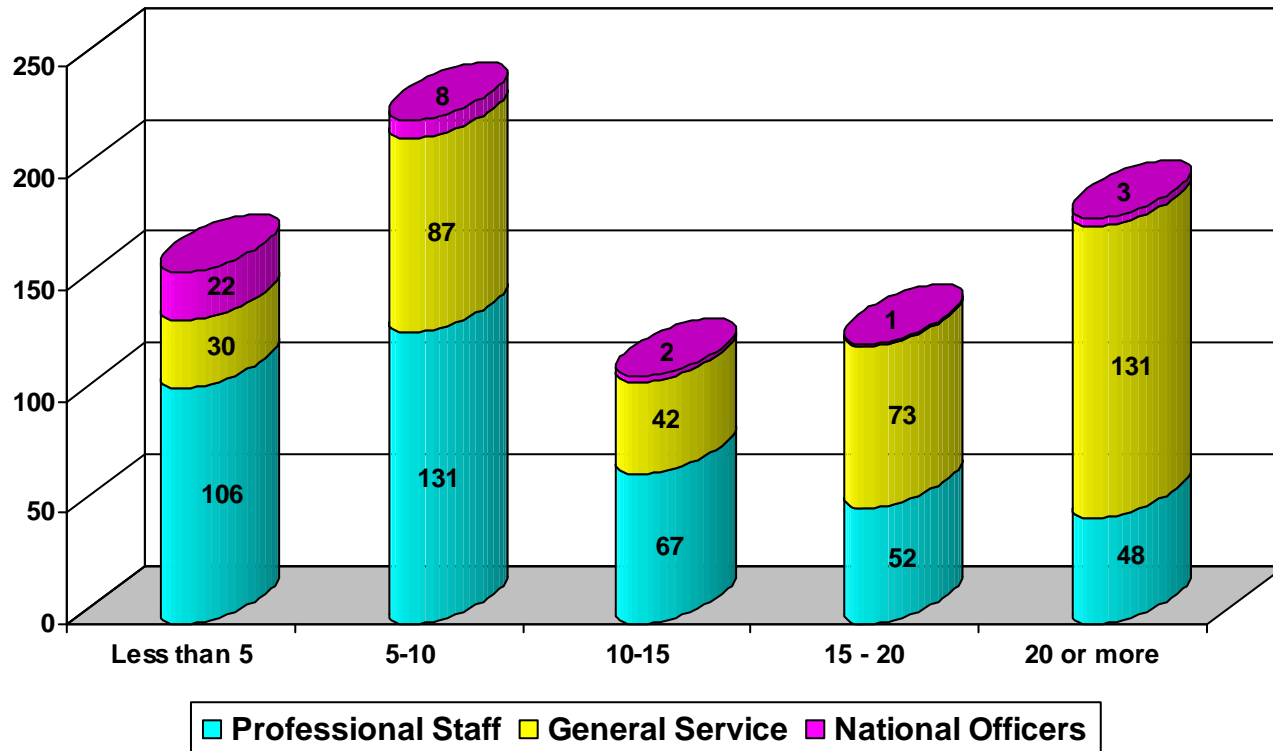


\*As of April 2008

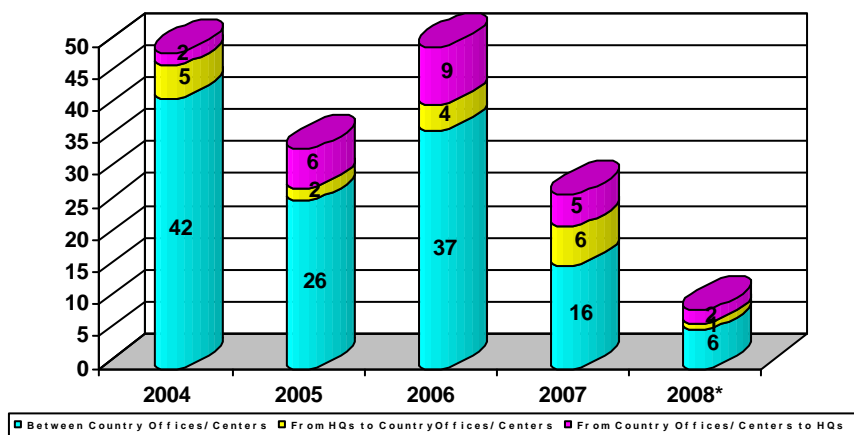
**Graph 11**  
**Professional and General Service Staff by Age**  
**as of April 2008**



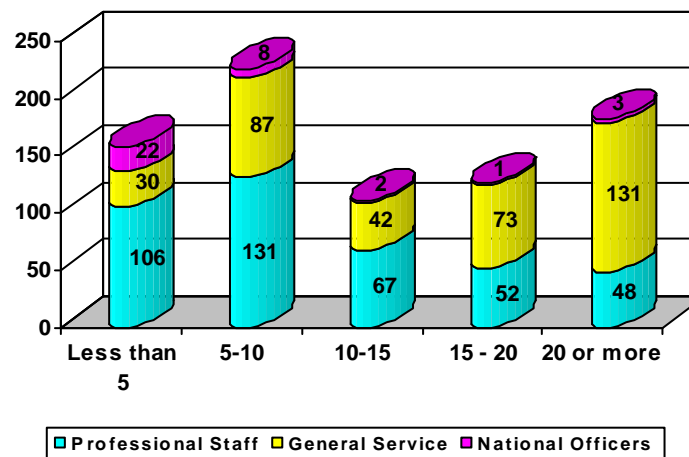
**Graph 12**  
**Staff Distribution by Length of Service**  
**as of April 2008**



**Graph 10**  
**Professional Staff Reassignments and Transfers**



**Graph 11**  
**Professional and General Service Staff by Age**



**Graph 12**  
**Staff Distribution by Length of Service**

