



PAN AMERICAN HEALTH ORGANIZATION
WORLD HEALTH ORGANIZATION



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

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PASB STAFFING STATISTICS **Report by the Secretariat**

1. This report provides data on the profile of Pan American Sanitary Bureau (PASB) human resources as of 31 October 2011, unless otherwise specified. It includes information regarding the number of personnel in the Bureau by appointment category, location, contract type, gender, grade, nationality, age, and years of service. It also contains information regarding the movement of professional staff between duty stations.

Appointment Categories

2. As of December 2011, PASB had a total of 822 staff members on either fixed-term appointments of one to five years or career service appointments.¹ Of these, 432 (52.6%) were in the professional category, 323 (39.2%) were in the general service category, and 67 (8.2%) were in the national professional officer category (Table 1).

¹ The career service appointment was discontinued in 2002. However, staff members who held such an appointment on 1 July 2002 and who remain below grade P.6/D.1 retain the appointment until they separate from PASB.

Table 1. Staff by Duty Station and Appointment Category
(excludes temporary staff)

Duty Station		National Officer	Professional	General Service	Total
Anguilla	The Valley	1	-	-	1
Antigua and Barbuda	Saint John's	1	-	-	1
Argentina	Buenos Aires	3	6	4	13
Bahamas	Nassau	-	2	1	3
Barbados	Bridgetown	1	10	5	16
Belgium	Brussels	-	1	-	1
Belize	Belize City	1	2	1	4
Bolivia	La Paz	8	4	2	14
Brazil	Rio de Janeiro	6	9	8	23
	Brasília	5	10	11	26
	São Paulo	1	1	-	2
Chile	Santiago	2	3	2	7
Colombia	Bogotá	4	6	4	14
Costa Rica	San José	1	8	3	12
Cuba	Havana	-	1	-	1
Dominica	Roseau	1	-	-	1
Dominican Republic	Santo Domingo	1	7	3	11
Ecuador	Quito	2	4	5	11
	Guayaquil	-	1	-	1
El Salvador	San Salvador	1	6	3	10
Grenada	St. George's	1	-	-	1
Guatemala	Guatemala City	2	6	9	17
Guyana	Georgetown	1	4	2	7
Haiti	Port-au-Prince (SOA) ²	1	6	5	12
Honduras	Tegucigalpa	1	6	4	11
Jamaica	Kingston	2	5	7	14
Mexico	Mexico City	2	5	8	15
Nicaragua	Managua	5	5	3	13
Panama	Panama City	2	12	1	15
Paraguay	Asunción	-	5	3	8
Peru	Lima	-	8	17	25
Saint Lucia	Castries	1	-	-	1
Saint Kitts and Nevis	Basseterre	1	-	-	1
Saint Vincent and the Grenadines	Kingstown	1	-	-	1
Suriname	Paramaribo	2	-	1	3
Trinidad and Tobago	Port-of-Spain	2	12	6	20
Uruguay	Montevideo	3	6	5	14
United States	Washington, DC	-	261	195	456
	El Paso, TX	-	3	2	5
	New York, NY	-	1	-	1
Venezuela	Caracas	1	6	3	10
Total		67	432	323	822

² Special Operations Approach

3. In 2011 (as of 16 December), PASB appointed 159 temporary staff (Figure 1) to carry out 131 temporary assignments (Figure 2). Of these staff, 105 (66%) were Short Term Professionals (STP) and 54 (34%) were Short Term General Services (STG). The number of STPs in 2011 was significantly reduced compared to the preceding four years, while the number of STGs has remained fairly stable.

Figure 1. Temporary Staff, 2007–2011

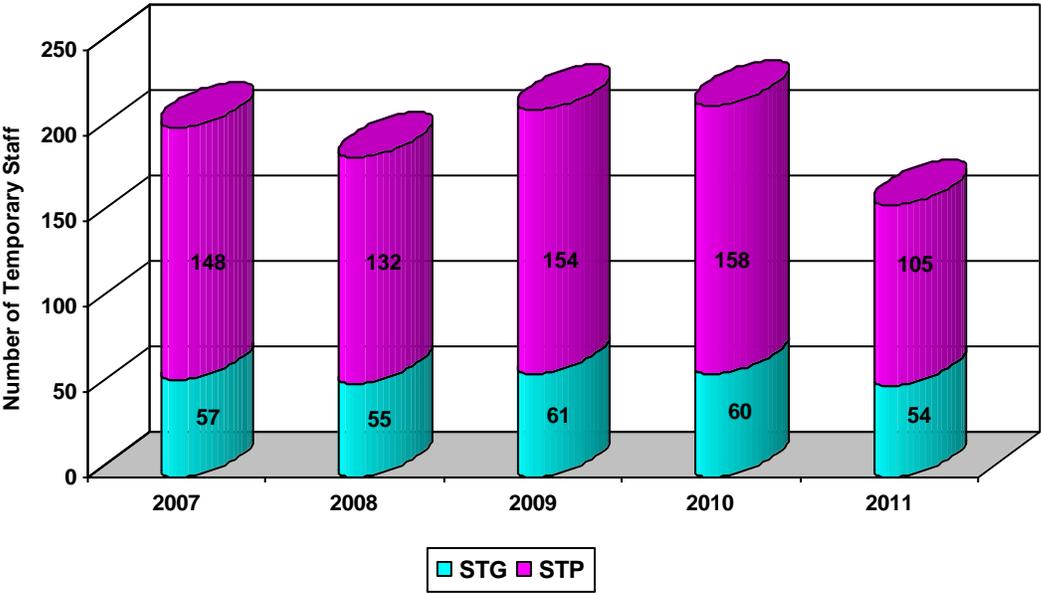
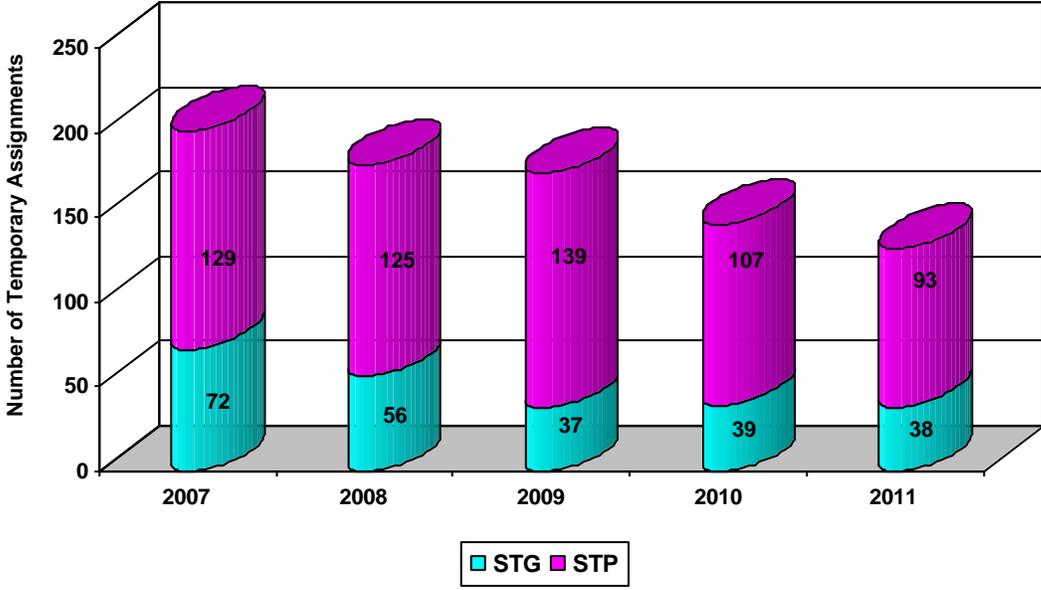
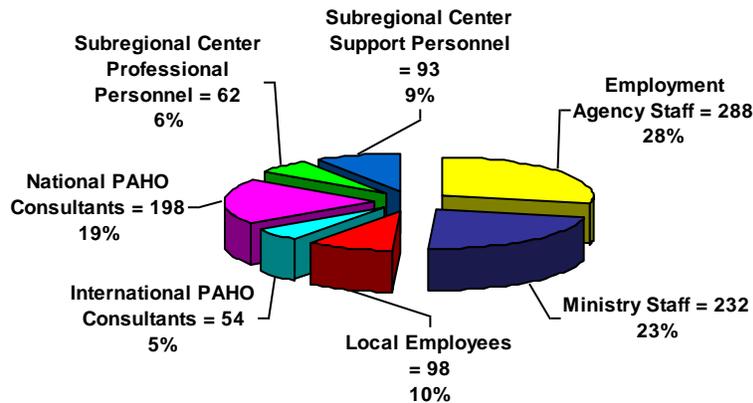


Figure 2. Temporary Assignments, 2007–2011



4. In 2011, PASB had 1,025 individuals working under a number of non-UN contractual mechanisms in PAHO/WHO Representative Offices (including Centers) and Subregional Centers (BIREME and CAREC). The PAHO/WHO Representative Offices employed 232 ministry staff seconded to PAHO, 288 employment agency staff, 98 PASB local employees, 198 national consultants, and 54 international consultants. The Subregional Centers employed 62 professionals and 93 administrative support staff (Figure 3).

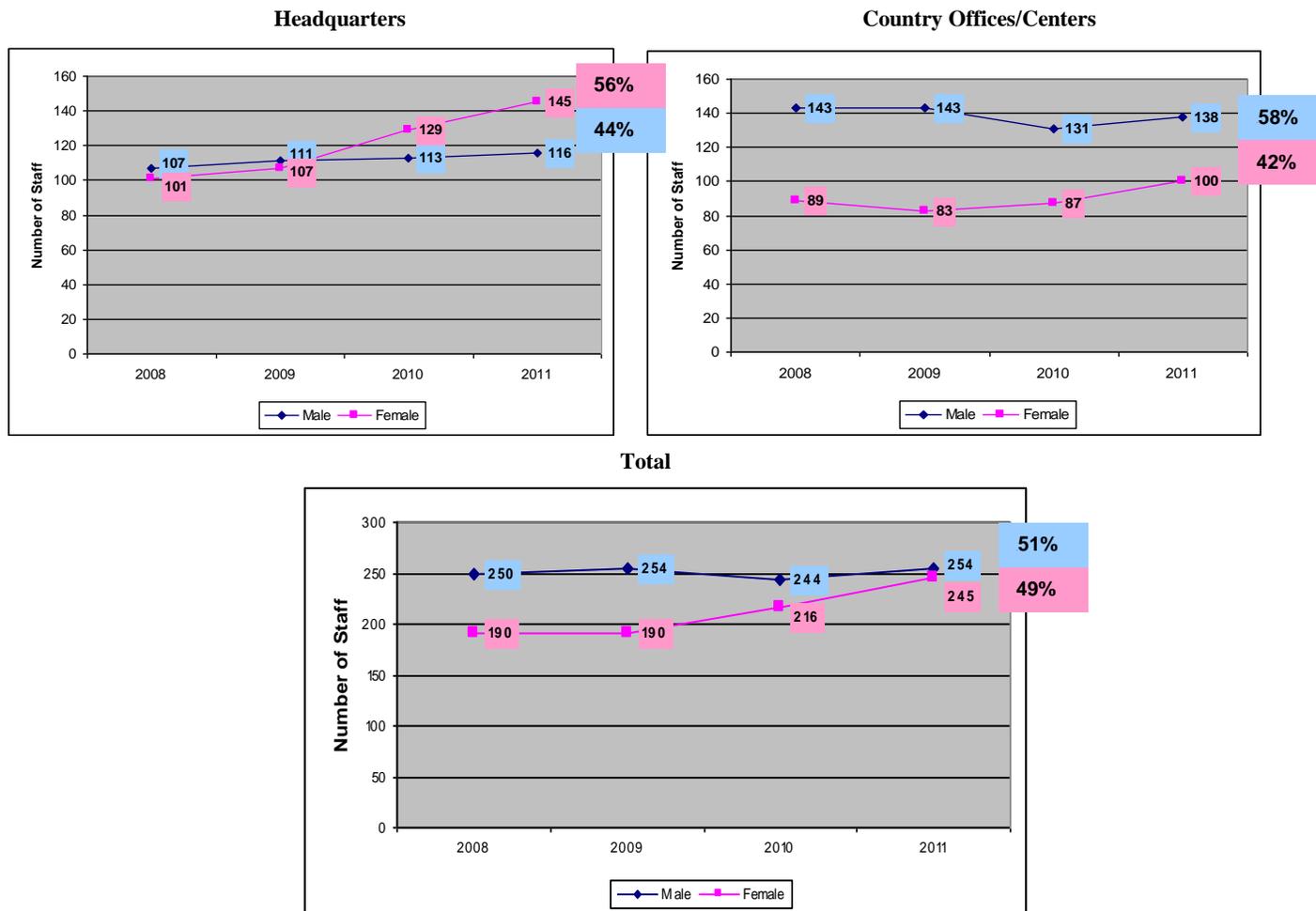
Figure 3. Staff Hired Under Local Employment Conditions in PAHO/WHO Representative Offices (including Centers) and Subregional Centers



Gender Distribution

5. In PAHO/WHO Representative Offices and Subregional Centers, the percentage of women in the professional and higher categories continues to increase. In 2011, women made up 42% of this group, compared to 40% during the 2010 reporting period. In Headquarters, the percentage of professional women has increased from 47% (2010) to 56% (2011). The percentages shown in Figure 4 are for the year 2011.

Figure 4. Professional Staff Distribution by Gender, 2008–2011



6. Women occupy 49% of professional posts within the Organization (Table 2). Women hold the majority of posts at the P.1/NO-A (61%), P.2/NO-B (67%), and P.3/NO-C (62%) grade levels.³ Men continue to occupy the majority of posts at the P.4/NO-D through D.2 grade levels (58% at P.4/NO-D, 63% at P.5, 57% at P.6, 62% at D.1, 100% at D.2). Two of the three ungraded posts in PAHO are occupied by women. Of the 25 PAHO/WHO Representatives in the countries, 10 (40%) are female.

³ Acronyms used in this document are as follows: P: Professional staff; NO: National Professional Officer; D: Director level (e.g. Director of Administration, Entity Manager); UG: Director, Deputy Director, and Assistant Director.

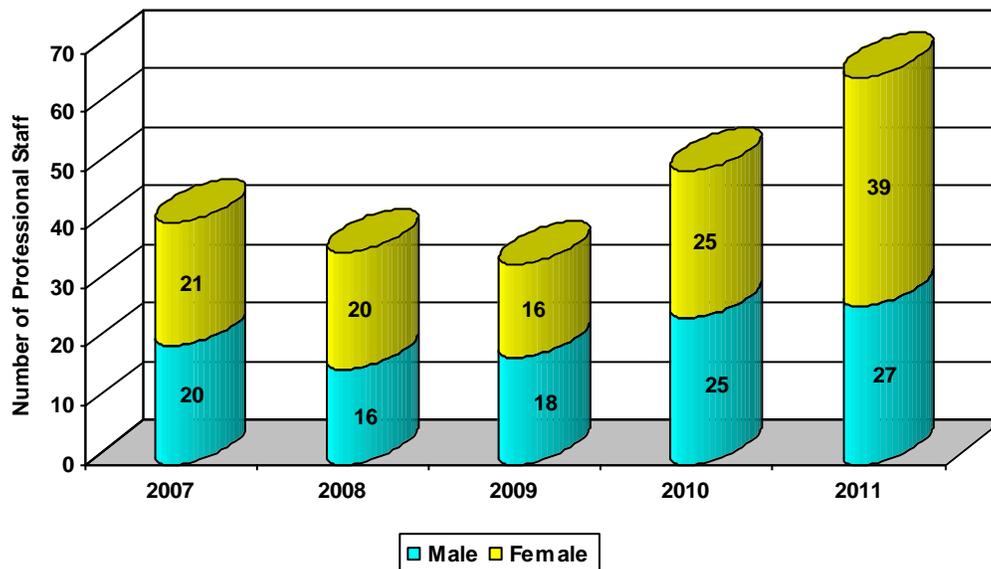
Table 2. Professional Staff Distribution by Grade and Gender

GRADE	HEADQUARTERS				COUNTRY OFFICES/CENTERS				ALL			
	MALE	%	FEMALE	%	MALE	%	FEMALE	%	MALE	%	FEMALE	%
UG1	0		1	100%	0		0		0		1	100%
UG2	1	100%	0		0		0		1	100%	0	
UG3	0		1	100%	0		0		0		1	100%
D.2	1	100%	0		0		0		1	100%	0	
D.1	8	62%	5	38%	5	62%	3	38%	13	62%	8	38%
P.6	4	57%	3	43%	8	57%	6	43%	12	57%	9	43%
P.5	21	55%	17	45%	18	75%	6	25%	39	63%	23	37%
P.4/NO-D	50	50%	50	50%	76	64%	43	36%	126	58%	93	42%
P.3/NO-C	20	33%	40	67%	15	47%	17	53%	35	38%	57	62%
P.2/NO-B	10	27%	27	73%	10	42%	15	60%	20	33%	42	67%
P.1/NO-A	1	50%	1	50%	6	38%	10	62%	7	39%	11	61%
TOTAL	116	44%	145	56%	138	58%	100	42%	254	51%	245	49%

PAHO/WHO Representatives (P.5-P.6)			
MALE	%	FEMALE	%
15	60%	10	40%

7. During 2011 (as of 31 October), 66 new professionals were appointed to fixed-term positions in PASB; 27 (41%) were men and 39 (59%) were women. This represents the highest number and percentage of women appointed to professional posts within the Bureau over the past five years, up from 50% in 2010, 47% in 2009, 55% in 2008, and 51% in 2007 (Figure 5).

Figure 5. Gender Distribution of Professional Staff Appointments, 2007–2011
(excludes temporary staff)



8. While these data show gains with respect to the hiring and promotion of women, the Organization will continue to ensure that its current policies on gender equity are observed, particularly with regard to the recruitment of staff and the equitable distribution of women at all professional grades.

Distribution of Professional Staff by Nationality

9. Table 3 provides consolidated information, as of 31 October 2011, regarding the distribution of professional fixed-term staff in PASB by nationality.

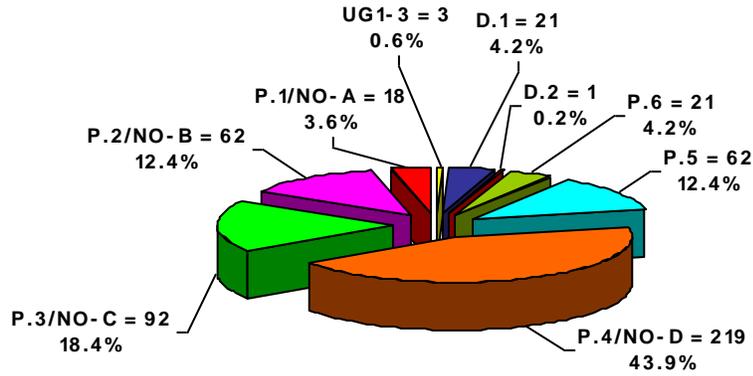
Table 3. Distribution of Professional Staff by Nationality
(excludes temporary staff)

Nationality	Total	Nationality	Total	Nationality	Total
Argentina	29	Egypt	1	Panama	8
Australia	1	El Salvador	10	Paraguay	3
Austria	1	France	13	Peru	27
Azerbaijan	1	Germany	2	Philippines	1
Barbados	2	Grenada	1	Saint Lucia	2
Belgium	3	Guatemala	13	Saint Vincent and the Grenadines	2
Belize	6	Guyana	4	Spain	22
Bolivia	13	Haiti	1	Suriname	2
Brazil	51	Honduras	6	Swaziland	1
Canada	15	Ireland	2	Sweden	1
Chile	16	Italy	9	Trinidad and Tobago	7
Colombia	35	Jamaica	7	United Kingdom	6
Costa Rica	12	Japan	1	United States	63
Cuba	15	Mexico	16	Uruguay	13
Denmark	2	Myanmar	1	Uzbekistan	1
Dominica	1	Netherlands	5	Venezuela	10
Dominican Republic	8	Netherlands Antilles	1	Former Yugoslavia	2
Ecuador	13	Nicaragua	11	Total	499

Post Trends

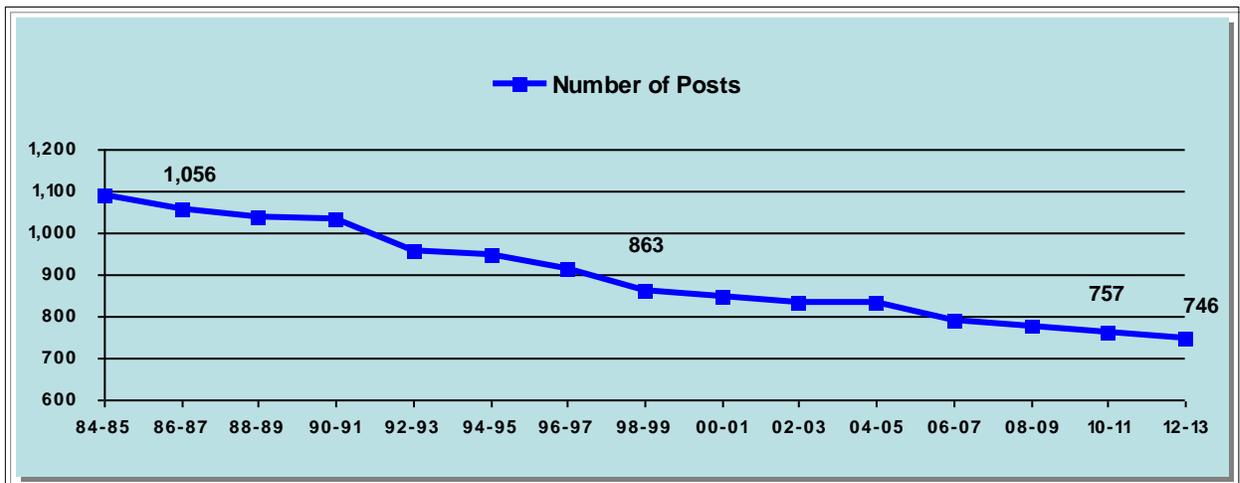
10. Figure 6 sets out the percentage distribution of occupied professional posts by grade. The largest percentage of professionals continue to be at the P.4/NO-D grade level (43.9%), with those at the lower professional grades (P.1/NO-A to P.3/NO-C) making up 34.4% of all professional staff and those at the higher professional grades (P.5 and above) making up the remaining 21.6%.

Figure 6. Professional Staff Grade Distribution



11. In keeping with continued efforts to reduce the number of regular-funded posts in the Organization, Figure 7 reflects that the number of such posts continues to decline steadily, and went from 757 for the 2010-2011 biennium to 746 for the 2012-2013 biennium.

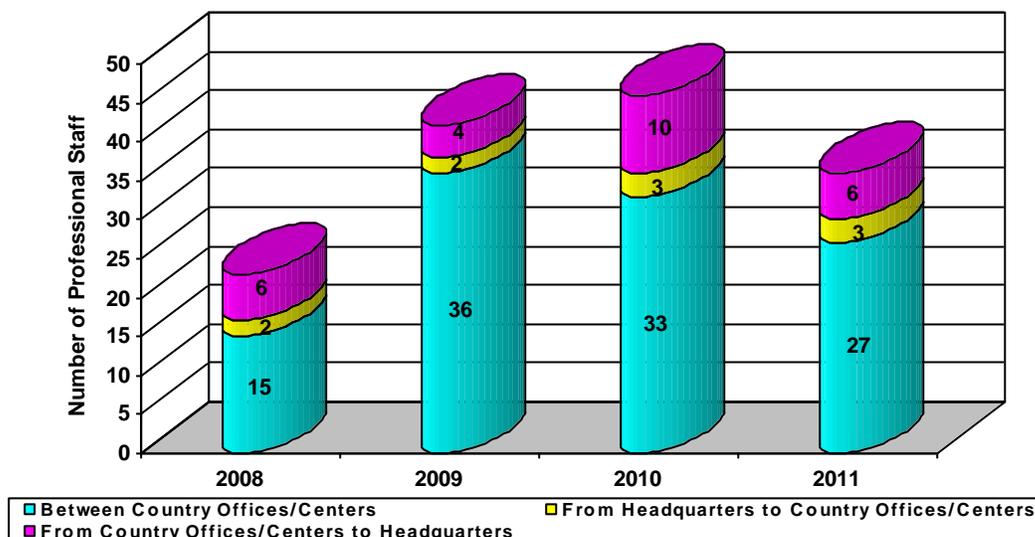
Figure 7. Reduction of Regular Budget Fixed-Term Posts in the last 3 decades



Professional Staff Mobility

12. PASB closely monitors its professional staff, especially in country offices, to ensure rotation after five years at the same duty station. In 2011 (as of 31 October), 36 professional staff reassignments occurred. Twenty-seven of these reassignments involved the movement of staff between PAHO Country Offices and Centers; three involved the movement of staff from Headquarters to the countries; and six involved the movement of staff from Country Offices to Headquarters (Figure 8).

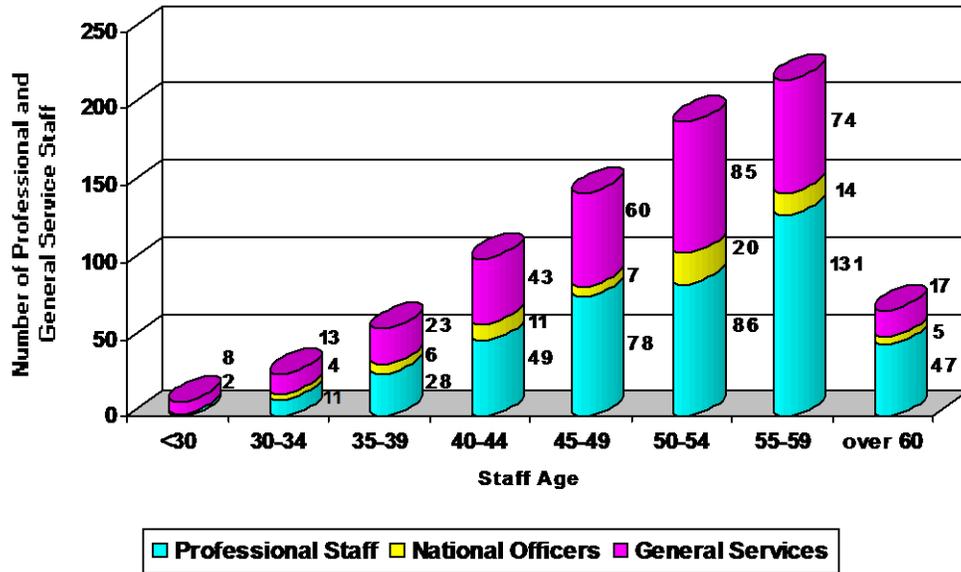
Figure 8. Professional Staff Reassignments and Transfers, 2008–2011



Age, Length of Service, and Retirement Trends

13. Over half (60%) of the professional staff, including National Officers, and 54% of the general service staff in the Bureau are 50 years of age or older. They represent 58% of all PASB staff and will reach the mandatory retirement age of 62 (or age 60 for staff who were participating in the UN Joint Staff Pension Fund prior to 1 January 1990) within the next 10 to 12 years. Of this 58%, over half are due to retire in the next five to seven years (Figure 9).

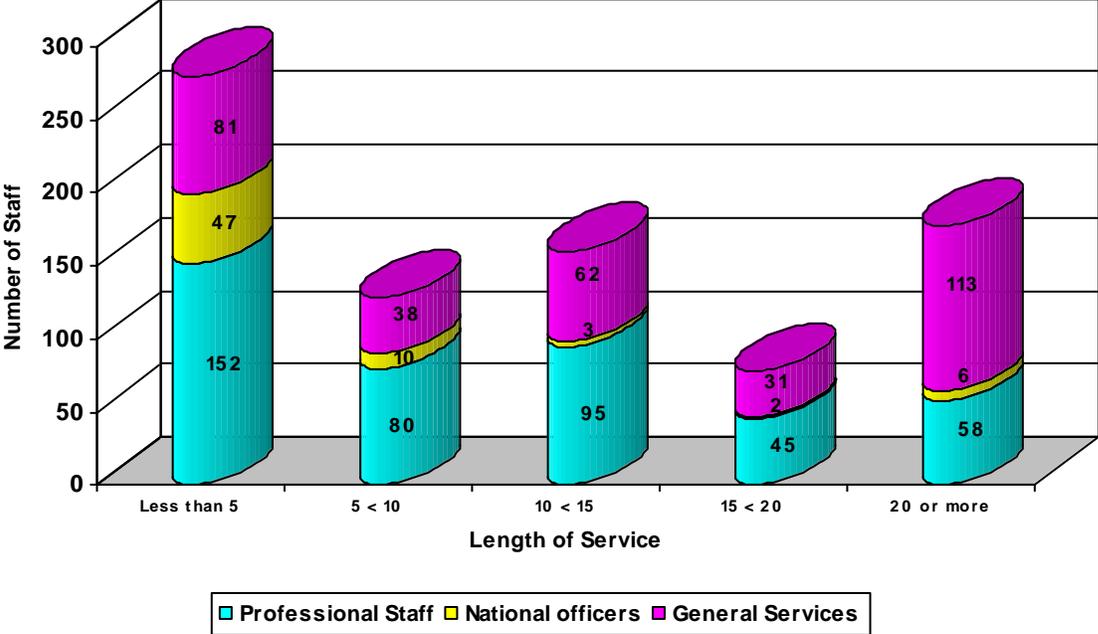
Figure 9. Professional and General Service Staff by Age



14. In order to address the wave of retirements expected in the near future, the Organization has implemented a number of policies and procedures intended to expedite the recruitment of staff as posts become vacant and to ensure a diverse and highly qualified pool of candidates for each position. In addition, planning tools, such as the PASB HR Plan, have been launched. The HR Plan tool provides managers with key information regarding staff and positions within an entity and allows them to plan in advance for future vacancies as well as for changes in projects and priorities. These steps are being monitored carefully in order to ensure that the Organization’s succession planning efforts address its future needs.

15. The majority of staff in the professional and national officer categories have less than five years of service with the Bureau. They represent 35% of all professionals and 69% of all National Officers. The majority of staff in the general service category have 20 or more years of service (35% of all GS staff). This has historically been the case; however, the number of GS staff with less than five years of service (25% of all GS staff) is increasing, and the gap is beginning to close (Figure 10).

Figure 10. Staff Distribution by Length of Service



Action by the Subcommittee on Program, Budget, and Administration

16. The Subcommittee is invited to take note of this report and offer any comments it may have.
