



# **Pan American Health Organization**

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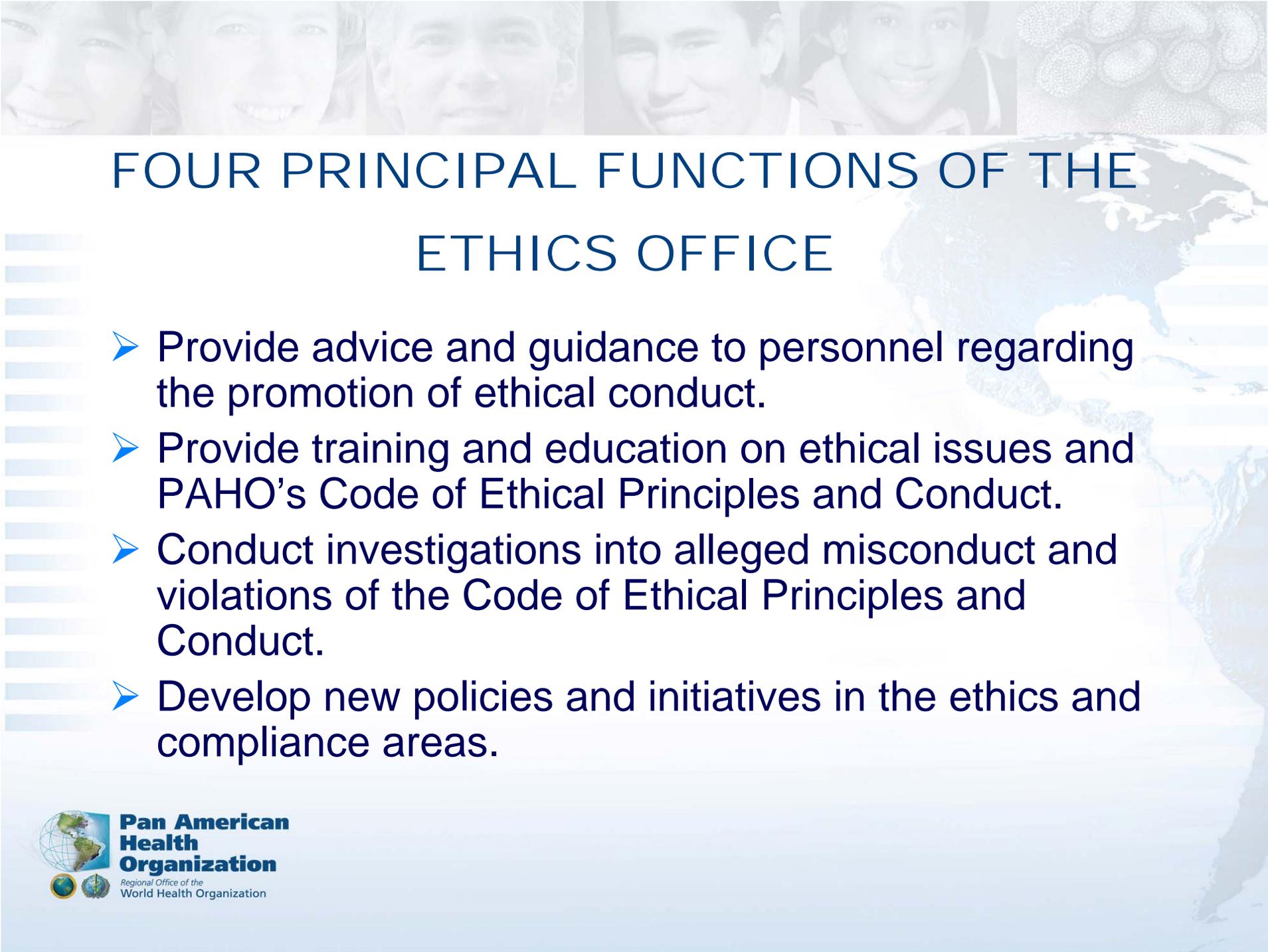
# ETHICS OFFICE 2009-2010 ANNUAL REPORT

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## FOUR PRINCIPAL FUNCTIONS OF THE ETHICS OFFICE

- Provide advice and guidance to personnel regarding the promotion of ethical conduct.
- Provide training and education on ethical issues and PAHO's Code of Ethical Principles and Conduct.
- Conduct investigations into alleged misconduct and violations of the Code of Ethical Principles and Conduct.
- Develop new policies and initiatives in the ethics and compliance areas.



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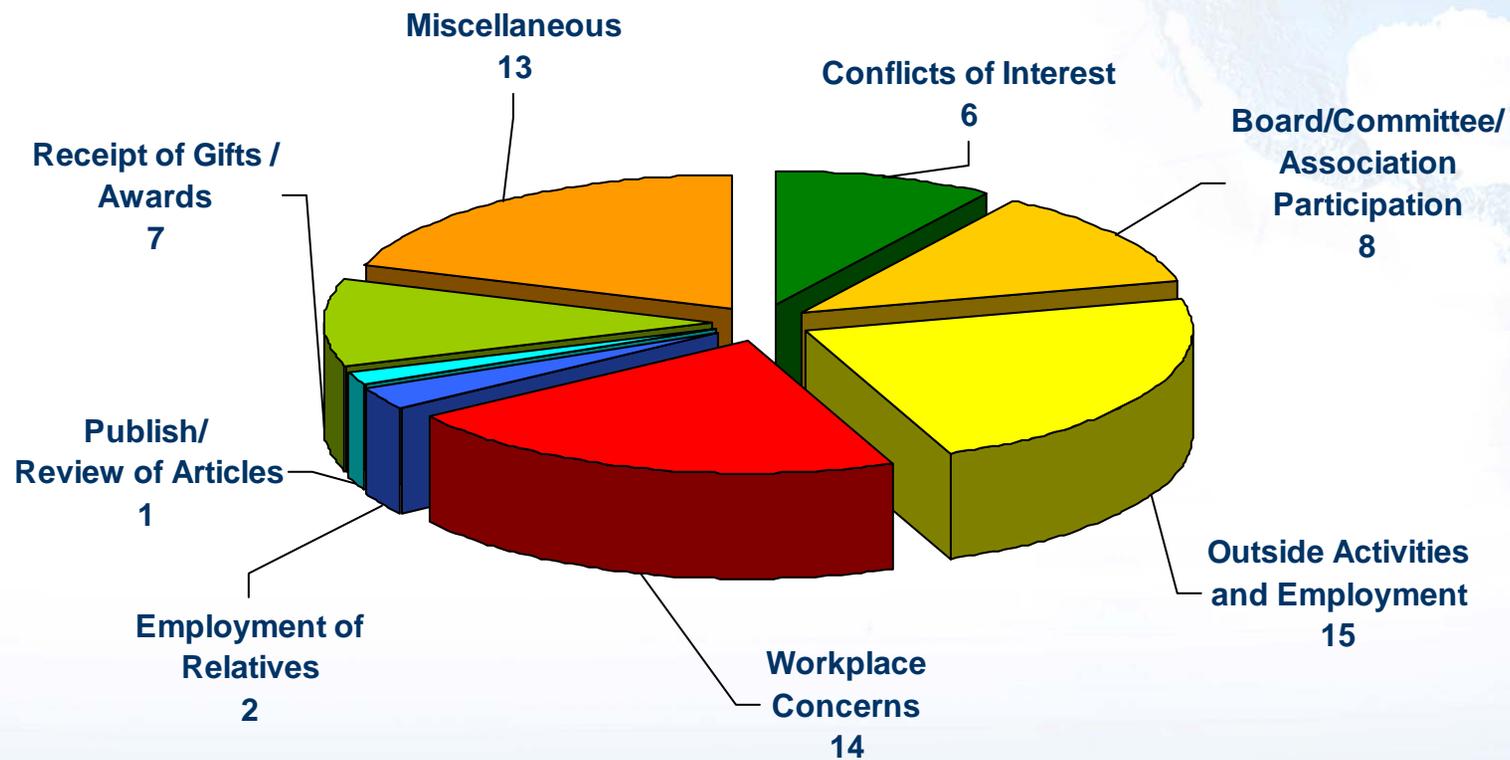
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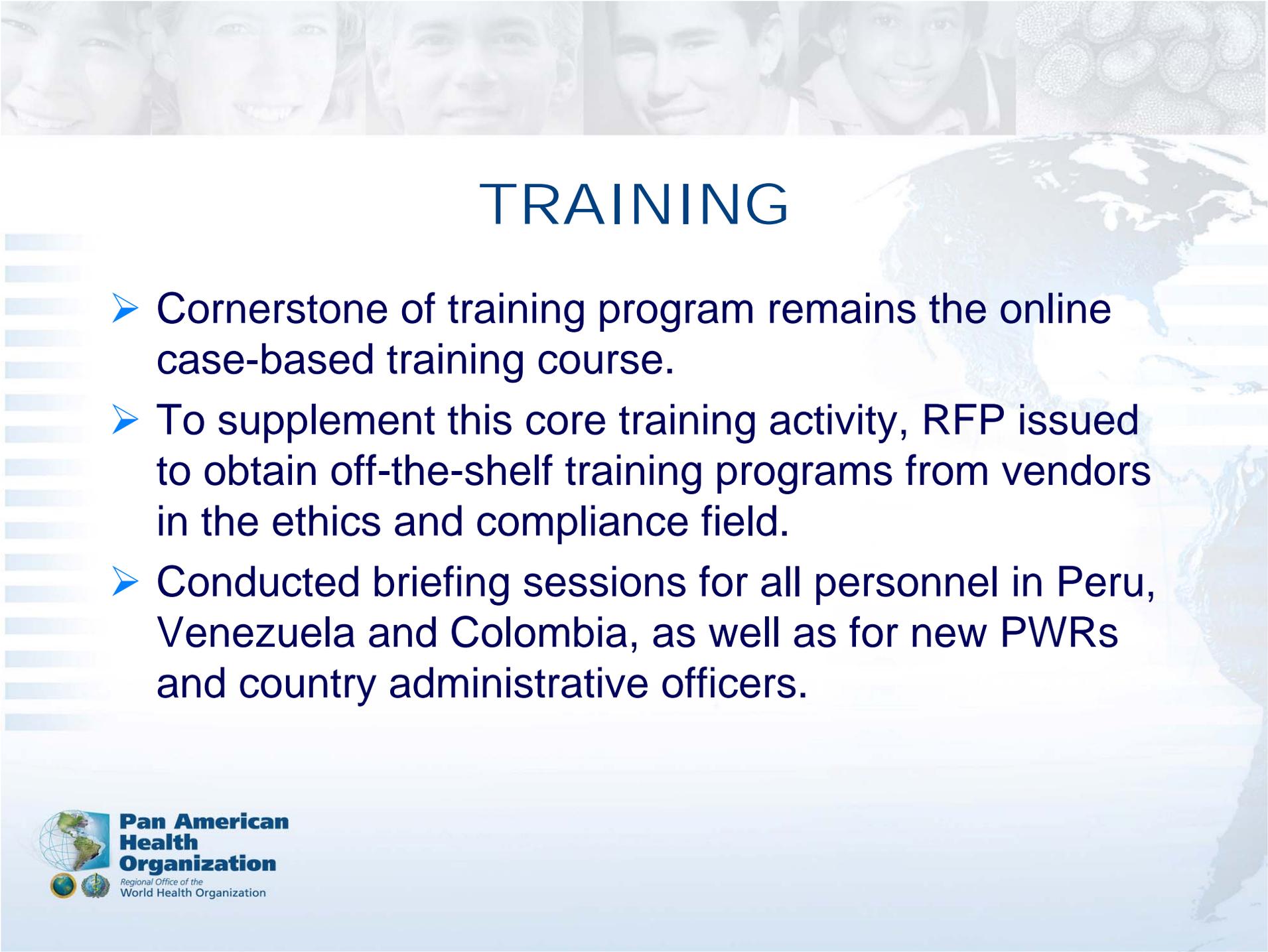
# ADVICE AND GUIDANCE

- Code sets out areas where staff must obtain authorization of Ethics Office prior to engaging in a certain activity.
- In other instances, queries are raised voluntarily by staff to ascertain if an issue presents any ethical concerns.
- Ethics Office responded to 66 consultations in 2009/2010, which represents a slight increase from the previous year.

# BREAKDOWN BY TYPE OF CONSULTATION



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# TRAINING

- Cornerstone of training program remains the online case-based training course.
- To supplement this core training activity, RFP issued to obtain off-the-shelf training programs from vendors in the ethics and compliance field.
- Conducted briefing sessions for all personnel in Peru, Venezuela and Colombia, as well as for new PWRs and country administrative officers.

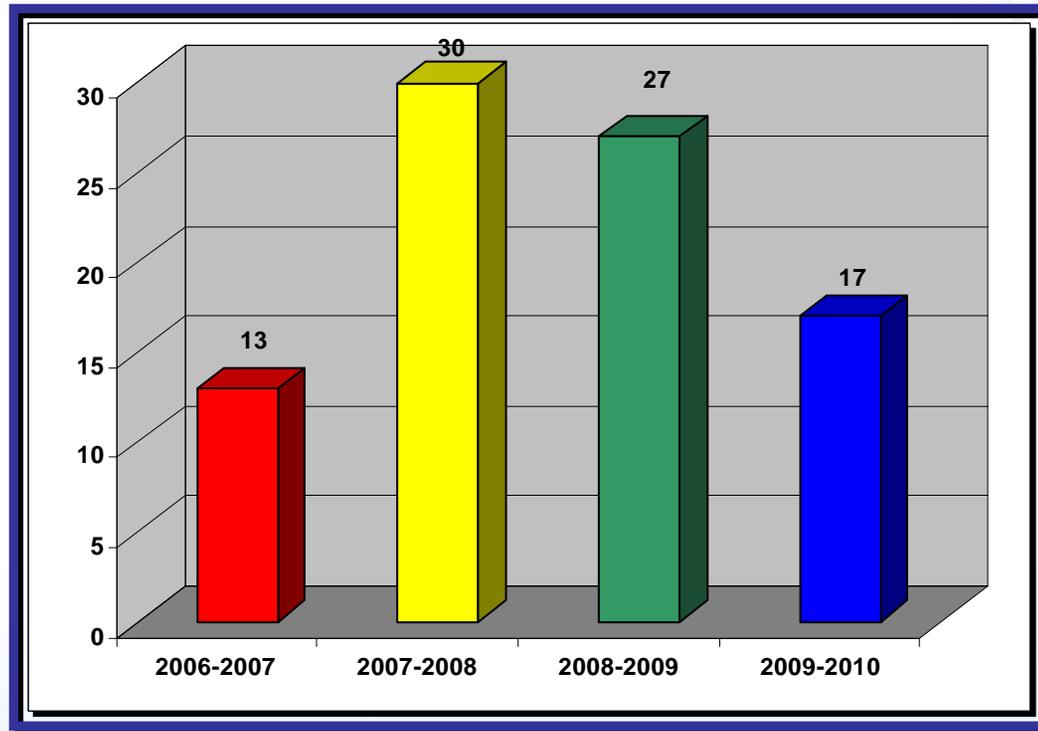


# INVESTIGATIONS



- Received 17 reports about behavior that raised ethical concerns.
- Role of Ethics Office is to conduct an administrative fact-finding inquiry.
- Cases in which misconduct has occurred are referred to management for appropriate action.
- Investigations carried out by Ethics Office led to administrative or disciplinary action in five cases.

# CASES REPORTED FROM 2006 TO 2010



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## NEW MEASURES

- Policy to protect people who report wrongdoing or cooperate in an investigation or audit implemented in December 2009.
- All reports of loss, theft or misconduct must now be communicated directly to the Ethics Office.
- Protocol for conducting workplace investigations issued in April 2010.
- Review of the Administration of Justice System in PAHO completed and draft report prepared.



# FUTURE ACTIONS

- Update and redesign Code of Ethical Principles and Conduct.
- Implement survey to assess the ethical climate of the Organization.
- Implement additional training activities on a quarterly basis.
- Change the reporting period to a calendar basis and prepare a more comprehensive Annual Report.



COMMENTS?  
QUESTIONS?

THANK YOU



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