

*directing council*



PAN AMERICAN  
HEALTH  
ORGANIZATION

XVIII Meeting

Buenos Aires, Argentina  
October 1968

*regional committee*

WORLD  
HEALTH  
ORGANIZATION

XX Meeting



Provisional Agenda Item 7

CD18/4 (Eng.)  
9 September 1968  
ORIGINAL: SPANISH

RULES FOR TECHNICAL DISCUSSIONS

In order to establish the procedure to be used in the future in selecting topics for the Technical Discussions, and to ensure that the Rules were in line with previous practice, the XVII Meeting of the Directing Council in Resolution XXXIII invited the Executive Committee to review the said Rules and to submit its suggestions to the XVIII Meeting of the Directing Council.

To facilitate the work of the 59th Executive Committee, the Secretariat prepared Document CE59/7 containing the text of the Rules now in force and a set of revised rules based on the experience gained in previous Technical Discussions.

The new proposals are directed to two points: (1) The number of topics to be discussed, which is limited to one; and (2) a simplified procedure for selecting the topic.

The Executive Committee, at its XII Plenary Session, discussed the proposed changes in the Rules for Technical Discussions and, at the following session, adopted Resolution XIII, which recommended that the XVIII Directing Council approve the changes in the Rules for Technical Discussions contained in Document CE59/7, Annex I.

Annex: Document CE59/7

*executive committee of  
the directing council*

PAN AMERICAN  
HEALTH  
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*working party of  
the regional committee*

WORLD  
HEALTH  
ORGANIZATION



59th Meeting  
Washington, D. C.  
July-August 1968

Provisional Agenda Item 14

CE59/7 (Eng.)  
24 June 1968  
ORIGINAL: SPANISH

RULES FOR TECHNICAL DISCUSSIONS

In Resolution XXXIII the XVII Directing Council invited the Executive Committee to review the "Rules for Technical Discussions at Meetings of the Pan American Sanitary Conference and of the Directing Council" and to submit its suggestions for the XVIII Meeting of the Directing Council.

To facilitate the task entrusted to the Executive Committee, the text of the Rules in force appear, in the document annexed, in the left-hand column and the suggested changes in the right-hand column.

The present Rules were adopted in 1958; since then, doubts have been expressed from time to time on two questions: 1) the number of subjects to be discussed, and 2) the procedure for selecting the subject to be discussed. These two points are covered by the suggested changes that appear in the attached document.

This document has been prepared solely for the purpose of facilitating discussion of the item by the Executive Committee, which is completely free to revise the Rules for Technical Discussions in whatever way it thinks fit.

The Rules, as revised and approved by the Executive Committee, will be submitted to the XVIII Meeting of the Directing Council for consideration.

Annex

Regulations in Force

RULES FOR TECHNICAL DISCUSSIONS  
AT MEETINGS OF THE PAN AMERICAN  
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Article 1.- The Pan American Sanitary Conference (hereinafter referred to as the Conference) and the Directing Council of the Pan American Health Organization (hereinafter referred to as the Council) shall meet in special session to hold Technical Discussions to deal with matters of regional interest related to the activities of the Pan American Health Organization and of the national public health administrations, the study of which may produce immediate and practical results.

Article 2.- The Technical Discussions shall form part of the business of the Conference and of the Council.

Article 3.- Participation in the Technical Discussions shall be open to delegates, alternates, or advisers of the delegations accredited to the Conference or the Council meeting at which the Discussions are held.

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\*Rule 1.- The Pan American Sanitary Conference (hereinafter referred to as the Conference) and the Directing Council of the Pan American Health Organization (hereinafter referred to as the Council) shall meet in special session to hold Technical Discussions to deal with matters of regional interest related to the activities of the Pan American Health Organization and of the national public health administrations, the study of which may produce immediate and practical results.

\*Rule 2.- The Technical Discussions shall form part of the business of the Conference and of the Council.

\*Rule 3.- Participation in the Technical Discussions shall be open to delegates, alternates, or advisers of the delegations accredited to the Conference or the Council meeting at which the Discussions are held.

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\* No change

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Article 4.- Representatives of international organizations, intergovernmental or nongovernmental, that maintain official relations with the World Health Organization or with the Pan American Health Organization, may participate in the Technical Discussions.

Article 5.- In the Technical Discussions, opinions are expressed in a personal capacity.

Article 6.- The documents pertaining to the Technical Discussions shall be issued by the Pan American Sanitary Bureau separately from the documents of the Conference or the Council.

Article 7.- The Conference or the Council, as the case may be, shall each year select the topic or topics for the Technical Discussions to be held during the ensuing meeting of either of these two governing bodies. The Member Governments and the Director of the Bureau may propose topics prior to those meetings or in the course of them. The Conference or the Council may delegate the selection of topics to the Executive Committee.

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\*Rule 4.- Representatives of international organizations, intergovernmental or nongovernmental, that maintain official relations with the World Health Organization or with the Pan American Health Organization, may participate in the Technical Discussions.

\*Rule 5.- In the Technical Discussions, opinions are expressed in a personal capacity.

\*Rule 6.- The documents pertaining to the Technical Discussions shall be issued by the Pan American Sanitary Bureau separately from the documents of the Conference or the Council.

Rule 7.- The Technical Discussions shall deal with only one subject, which shall be selected each year at the meeting of the Conference or the Directing Council preceding that at which the Technical Discussions are to be held. The Governments and the Director of the Pan American Sanitary Bureau shall be entitled to suggest subjects either prior to those meetings or in the course of them. The Bureau shall inform the Governments of the Organization of the subjects proposed. Both the Conference and the Council shall be entitled to delegate the selection of subjects to the Executive Committee.

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\* No change

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Rule 8.- The subjects proposed shall be submitted to a working group appointed by the President of the Conference or the Council, as the case may be, which shall be responsible for hearing the proponents and preparing a list of not more than three subjects for submission to the appropriate plenary session.

Rule 9.- The Conference or the Council, as the case may be, shall select as the subject for the Technical Discussions that which receives the affirmative vote of a simple majority of the Governments present and voting in plenary session. Voting shall be by ballot. If none of the subjects receives the required majority, a second vote shall be taken on the two subjects that obtain the highest number of votes, except that if two of the subjects obtain the same number of votes, and that number is smaller than that obtained by the third subject. In that event, another vote shall be taken. If, on the second vote, none of the subjects obtains the required majority, a further vote shall be taken and the subject that obtains the highest number of votes shall be selected.

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Article 8.- The Director of the Pan American Sanitary Bureau shall, at the earliest possible date, inform the Member Governments, territories, and organizations entitled to representation, of the topic or topics selected for the Technical Discussions.

Article 9.- The Director of the Pan American Sanitary Bureau shall designate the necessary experts to present an introductory statement on each topic selected for the Technical Discussions.

Article 10.- The Pan American Sanitary Bureau shall place at the disposal of the designated experts such background material as may be considered useful for the preparation of their respective introductory statements.

Article 11.- A copy of the introductory statement prepared by each expert shall be transmitted by the Director of the Pan American

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In computing votes, only ballots which specify one of the three subjects proposed shall be taken into consideration. Ballots which specify other subjects, or two or three of the subjects proposed, shall be null and void.

Rule 10.- The Director of the Pan American Sanitary Bureau shall, at the earliest possible date, inform the Governments, territories, and organizations entitled to be represented of the subject selected for the Technical Discussions.

Rule 11.- The Director of the Pan American Sanitary Bureau shall designate the necessary expert or experts to prepare the introductory statement(s) on the subject selected for the Technical Discussions.

Rule 12.- The Pan American Sanitary Bureau shall place at the disposal of the designated expert or experts such background material as may be considered useful for the preparation of the introductory statement(s).

Rule 13.- The Director of the Pan American Sanitary Bureau shall, at the earliest possible date, send the Governments, territories, and

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Sanitary Bureau, as far in advance as possible, to the Member Governments, territories, and organizations entitled to a representation.

Article 12.- The Pan American Sanitary Bureau shall not be held responsible for the opinions and ideas expressed in the introductory statements.

Article 13.- The Conference or the Council, on examining the program of sessions, shall schedule the date on which the Technical Discussions are to be held. Preferably, the date should fall approximately midway in the course of the Conference or the Council meeting.

Article 14.- The Technical Discussions will be held in special session, and while they are being held no other activity of the Conference or the Council shall take place.

Article 15.- A moderator and a rapporteur shall be elected for each topic. The moderator shall preside and shall organize the work of the Technical Discussions in such a manner as to facilitate the active discussion of the topics.

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organizations entitled to be represented a copy of the introductory statement(s).

Rule 14.- The Pan American Sanitary Bureau shall not be held responsible for the opinions and ideas expressed in the introductory statement(s).

Rule 15.- The Conference of the Council, on examining the program of sessions, shall schedule the date on which the Technical Discussions are to be held. Preferably, the date should fall approximately midway in the course of the Conference or the Council meeting.

Rule 16.- The Technical Discussions will be held in special session, and while they are being held no other activity of the Conference or the Council shall take place.

Rule 17.- The Conference or the Council shall elect the moderator and the rapporteur for the Technical Discussions which are to be held during the meeting. The moderator shall preside over and organize the Technical Discussions

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Article 16.- The Director of the Pan American Sanitary Bureau shall appoint a technical secretary to assist the rapporteur and the moderator of each topic.

Article 17.- The Technical Discussions shall open with a statement by the designated expert or experts, who will give a brief summary of the introductory paper prepared for the Discussions.

Article 18.- The Conference or the Council may establish working parties to examine the Technical Discussion topics. Each working party shall elect a moderator and a rapporteur, who will be assisted by the technical secretary appointed by the Director of the Pan American Sanitary Bureau.

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in such a way as to facilitate the discussion of the subject of the Technical Discussions. If working groups are organized, each one shall appoint a moderator and a rapporteur.

Rule 18.- The Director-General of the Pan American Sanitary Bureau shall appoint a technical secretary to assist the moderator and the rapporteur. He shall also be entitled to appoint technical secretaries to assist the rapporteurs of the working groups.

Rule 19.- The Technical Discussions shall open with a statement by the designated expert or experts, who will give a brief summary of the introductory paper prepared for the Discussions.

Rule 20.- The Conference or the Council may establish working parties to examine the Technical Discussion topics. Each working party shall elect a moderator and a rapporteur, who will be assisted by the technical secretary appointed by the Director of the Pan American Sanitary Bureau.



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Article 19.- No minutes of the sessions shall be kept. The rapporteur shall prepare a report summarizing the opinions expressed in the course of the Technical Discussions and stating the conclusions reached, if any.

Article 20.- The moderator shall transmit the Report of the Technical Discussions to the Conference or the Council, for presentation in plenary session.

Article 21.- The Conference or the Council may adopt decisions on the topic of the Technical Discussions, following the same procedures as those applied for the other decisions of the meeting.

Article 22.- The Director of the Bureau shall give the widest possible distribution to the reports and other documents, through the Boletín and other special publications of PASB.

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Rule 21.- No minutes of the sessions shall be kept. The rapporteur shall prepare a report summarizing the opinions expressed in the course of the Technical Discussions and stating the conclusions reached, if any.

Rule 22.- The moderator shall transmit the Report of the Technical Discussions to the Conference or the Council, for presentation in plenary session.

Rule 23.- The Conference or the Council may adopt decisions on the topic of the Technical Discussions, following the same procedures as those applied for the other decisions of the meeting.

Rule 24.- The Director of the Bureau shall give the widest possible distribution to the reports and other documents, through the Boletín and other special publications of PASB.