



**REGIONAL COMMITTEE FOR AFRICA**

**ORIGINAL: ENGLISH**

Sixty-third session

Brazzaville, Republic of Congo, 2–6 September 2013

Agenda item 9

**PROPOSED CHANGES TO THE RULES OF PROCEDURE OF THE REGIONAL  
COMMITTEE AND NEW TERMS OF REFERENCE OF THE PROGRAMME  
SUBCOMMITTEE**

**Report of the Regional Director**

**CONTENTS**

	<b>Paragraphs</b>
I. INTRODUCTION .....	1–4
II. PROPOSALS ON GOVERNANCE REFORMS AND PROPOSED CHANGES TO THE RULES OF PROCEDURE.....	5–9
III. FULL TEXT OF THE PROPOSED AMENDED RULES OF PROCEDURE .....	10
IV. TERMS OF REFERENCE OF THE PROGRAMME SUBCOMMITTEE OF THE WHO REGIONAL COMMITTEE FOR AFRICA .....	11–16

## **I. INTRODUCTION**

1. The reforms debate at WHO was triggered by a need to address the question of sustainable and predictable funding to the Organization and the need for better alignment between its objectives and resources. This debate subsequently opened up discussions to cover other fundamental concerns on WHO's priorities, its role in global health governance, and internal governance and management.
2. The present paper focuses on governance reforms and particularly on proposals made for reforming internal governance of WHO by Member States. The main objectives for internal governance reforms were identified by the 130th session of the Executive Board as, "to foster a more strategic and disciplined approach to priority setting, to enhance the oversight of the programmatic and financial aspects of the Organization, and to improve the efficiency and inclusivity of intergovernmental consensus building by strengthening the methods of work of the governing bodies." The implementation of these objectives gave rise to a number of governance reform elements namely, oversight by governing bodies, scheduling and alignment of the governing bodies, harmonization of governance practices, decision-making by the governing bodies and engagement with stakeholders. In order to address these elements, reform proposals have been made and their implementation has necessitated a revision of the Rules of Procedure of the Regional Committee for Africa and the terms of reference of the Programme Subcommittee (PSC).
3. In accordance with Rule 54 of the Rules of Procedure of the Regional Committee for Africa, the proposed amendments have been considered by two meetings of the Programme Subcommittee held in November 2012 and June 2013 respectively. The Regional Committee is hereby requested to consider and adopt the following amendments in accordance with Article 49 of the Constitution and Rule 54 of the Rules of Procedure; and the proposed revisions to the terms of reference of the Programme Subcommittee.
4. The following section presents a short synthesis of different reform proposals made and is followed by proposed amendments to the Rules of Procedure of the Regional Committee and consequently the terms of reference of the Programme Subcommittee.

## **II. PROPOSALS ON GOVERNANCE REFORMS AND PROPOSED CHANGES TO THE RULES OF PROCEDURE**

5. The Sixty-fifth World Health Assembly in decision WHA65(9) endorsed harmonization across Regional Committees in relation to the participation of observers in Regional Committee meetings; procedures for considering the credentials of Member States; and the processes for nominating Regional Directors. Accordingly, amendments to Rule 2 – related to attendance of observers; Rule 3 – on credentials and Rule 52 – on the process of nominating persons for the post of Regional Director, are proposed below.
6. Once adopted, the amendment to Rule 2 will broaden the participation of observers in the Regional Committee to include representatives of the UN and its specialized agencies,

regional international organizations and economic communities having interests in common with the World Health Organization, States that are not members of the Regional Committee and nongovernmental organizations. The proposed amendment to Rule 3 on credentials, formally establishes a seven-member credentials committee of the Regional Committee with a mandate of examining the credentials of delegates of Member States and representatives of Associate Members. The amendment to Rule 52 on the process of nomination of persons to the post of Regional Director, defines qualification criteria and a selection and voting procedure. Other amendments include Rule 5 on instances when the Chairperson can convene ad hoc sessions; Rule 26 on what constitutes a quorum; and Rule 38 on the voting procedure when two or more proposals are moved. Minor amendments, which do not change the substance of the Rules of Procedure, have been made to various Articles.

7. Rule 16 of the Rules of Procedure provides for the creation of “subcommittees as deemed necessary to study and report on any item on its agenda.” Such subcommittees, as organs of the Regional Committee for Africa, have been in place since 1975<sup>1</sup> when a 12-member Programme and Budget Subcommittee was established to undertake a preliminary analysis of the 1978-1979 draft programme budget and report its findings. The Programme Subcommittee (PSC) has now become a *de facto* permanent organ of the Regional Committee. In their supporting arguments indicating the need for a subcommittee, Member States present at the Forty-seventh session of the Regional Committee held in 1997 intended that the subcommittee would have a role similar to that of the Executive Board by dealing with technical and managerial matters.
8. The present paper proposes that the scope of the terms of reference (ToR) of the PSC, which until now have primarily focused on preparatory work (budgetary and programmatic review only) towards Regional Committee meetings, be revised and expanded to include oversight functions over the work of the Secretariat, in conformity with the implementation of reform proposals and as mandated by Article 50 of the WHO Constitution. The proposed ToRs will strengthen the supervisory role of the Regional Committee over the activities of the Regional Office and is expected to enhance transparency and accountability.
9. Below is the full text of the proposed amended Rules of Procedure of the Regional Committee for Africa.

---

<sup>1</sup> Resolution AFR/RC25/R10, Establishment of the first 12-member Programme Budget Subcommittee. In: *Twenty-fifth session of the WHO Regional Committee for Africa in September 1975*.

### **III. FULL TEXT OF THE PROPOSED AMENDED RULES OF PROCEDURE**

#### **10. RULES OF PROCEDURE OF THE REGIONAL COMMITTEE FOR AFRICA**

##### **I. MEMBERSHIP AND ATTENDANCE**

###### **Rule 1**

The Committee (hereafter referred to as the “Committee”) shall consist of representatives (hereafter referred to as the “representatives”), one from each of the Member States and Associate Members of the African Region (hereafter referred to as the “Region”) of the World Health Organization (hereafter referred to as the “Organization”). The representatives may be accompanied by alternates and advisers.

###### **Rule 2**

Subject to the terms of existing agreements, the Regional Committee may arrange for consultation with respective regional committees of the United Nations and its specialized agencies; and with other regional international organizations and economic communities having interests in common with the World Health Organization and for their participation, without vote, in its discussions. The Regional Director, in consultation with the Chairperson of the Regional Committee, may invite non-member States to participate without vote in the sessions of the Committee. The Regional Director, in consultation with the Chairperson of the Regional Committee, may also invite nongovernmental organizations to participate in the Committee, without vote, in accordance with sections 5 and 6 of the “Principles governing relations between the World Health Organization and nongovernmental organizations”.

##### **II. CREDENTIALS**

###### **Rule 3**

- (a) The Members shall communicate to the Director if possible fifteen days before the date fixed for the opening of the session of the Committee, the names of their representatives, including all alternates, advisers and secretaries. Similarly, the organizations referred to in Rule 2, invited to be represented at the session, shall communicate the names of the persons by whom they shall be represented.
- (b) The credentials of representatives of Members and Associate Members shall be delivered to the Director, if possible not less than one day before the opening of the session of the Committee. Such credentials shall be issued by the Head of State, the Minister for Foreign Affairs, the Minister of Health or any other appropriate authority.
- (c) A Committee on Credentials consisting of representatives of seven Member States shall be appointed at the beginning of each session by the Regional Committee on the proposal of the Chairperson. The Committee shall elect its own officers. It shall examine the credentials of representatives of Member States and Associate Members and report to the Regional Committee thereafter. Any representative to whose admission a Member State has made objection shall be seated provisionally with the same rights as other representatives, until the Credentials Committee has reported and the Regional Committee has given its decision. The Chairperson of the Credentials Committee shall be empowered to recommend to the Regional

Committee on behalf of the Credentials Committee the acceptance of the formal credentials of representatives seated on the basis of provisional credentials already accepted by the Regional Committee. Meetings of the Credentials Committee shall be held in private.

### **III. SESSIONS**

#### **Rule 4**

The Regional Committee shall hold at least one session a year. It shall determine at each session the time and place of its next session. Notices convening the Regional Committee shall be sent by the Regional Director at least six weeks before the commencement of the session to the Members and the Associate Members, to the WHO Director-General (hereafter referred to as the "Director-General") and to the organizations referred to in Rule 2 invited to be represented at the session.

#### **Rule 5**

The Regional Director, in consultation with the Chairperson of the Regional Committee shall, if necessary, also convene the Regional Committee at the joint request of any ten Members and/or Associate Members; such request shall be addressed to the Regional Director in writing and shall state the reason for the request. In this case, the Regional Committee shall be convened within thirty days of receipt of the request and the session shall be held at the WHO Regional Office unless the Regional Director, in consultation with the Chairperson of the Regional Committee, determines otherwise. The agenda of such a session shall be limited to the issue(s) having necessitated that session.

The Chairperson of the Committee may convene an ad hoc session for purposes of nominating a Regional Director in the event that the post falls vacant unexpectedly in between sessions.

#### **Rule 6**

Meetings of the Regional Committee shall be held in public, unless the Committee decides otherwise.

### **IV. AGENDA**

#### **Rule 7**

The provisional agenda of each session shall be drawn up by the Regional Director in consultation with the Chairperson. It shall be dispatched together with the notice of convocation to be sent in accordance with the Rule 4 or Rule 5, as the case may be.

#### **Rule 8**

Except in the case of sessions convened under Rule 5, the provisional agenda of each session shall include, *inter alia*:

- (a) all items the inclusion of which has been prescribed by the World Health Assembly (hereafter referred to as the "Health Assembly");
- (b) all items the inclusion of which has been prescribed by the Executive Board of the Organization;

- (c) any item proposed by the Director-General;
- (d) any item proposed by a Member or an Associate Member of the Region.

#### **Rule 9**

Subject to the provisions of Rule 5, the Regional Director may, in consultation with the Chairperson, include any question suitable for the agenda which may arise on the opening day of the session in a supplementary agenda which the Committee shall examine together with the provisional agenda.

### **V. OFFICERS OF THE REGIONAL COMMITTEE**

#### **Rule 10**

The Regional Committee shall elect its officers, comprising a Chairperson and two Vice-Chairpersons, from among the representatives each year at its first session held during that year. The officers shall hold office until their successors are elected. The Chairperson shall not become eligible for re-election until two years have elapsed since ceasing to hold office.

#### **Rule 11**

In addition to the powers conferred upon him/her under other provisions of these Rules, the Chairperson shall declare the opening and closing of each meeting of the Regional Committee, direct the discussions, ensure observance of these Rules, accord the right to speak, put issues to the vote and announce decisions. He/She shall rule on points of order and, subject to these Rules, control the proceedings at all meetings and maintain order thereat. The Chairperson may, in the course of the discussion of any item, propose to the Committee the time limit allowed for each speaker or the closure of the list of speakers.

#### **Rule 12**

If the Chairperson is absent from a session or a meeting or any part thereof, he/she shall designate one of the Vice-Chairpersons to preside over that session or that meeting. If the Chairperson is unable to make this designation, the Regional Committee shall appoint one of the Vice-Chairpersons to preside over the session or the meeting.

If neither the Chairperson nor the Vice-Chairpersons is available to preside over a session or a meeting, the Regional Committee shall designate a Deputy-Chairperson to preside over the deliberations.

#### **Rule 13**

If the Chairperson, for any reason, is unable to complete his/her term of office, one of the Vice-Chairpersons shall act in his/her place. The order in which the Vice-Chairpersons shall be requested to serve shall be determined by lot at the session at which the election takes place.

#### **Rule 14**

The Chairperson or a Vice-Chairperson acting as Chairperson shall not vote but may, if necessary, appoint another representative or an alternate from his/her delegation to act as representative of his/her government.

## **VI. RAPPORTEURS**

### **Rule 15**

The Regional Committee shall elect one or more Rapporteurs whose functions shall be to prepare and present the report of the meetings of the Regional Committee.

## **VII. SUBCOMMITTEES OF THE REGIONAL COMMITTEE**

### **Rule 16**

The Regional Committee may establish such subcommittees as it may deem necessary to study, and report on, any item on its agenda. The Regional Committee shall, from time to time, but at least once a year, re-assess the need to maintain any subcommittees established under its authority.

## **VIII. SECRETARIAT**

### **Rule 17**

The Regional Director shall act as the Secretary to the Regional Committee and of any subdivision thereof. He/she may delegate these functions.

### **Rule 18**

The Regional Director shall report to the Regional Committee on the technical, administrative and financial implications, if any, of all items on the Committee's agenda.

### **Rule 19**

The Regional Director or a member of the Secretariat designated by him/her may, at any time, make either oral or written statements concerning any question under consideration.

### **Rule 20**

The Secretariat shall, in close collaboration with the rapporteurs and other representatives of the Member States, prepare the final report of the Regional Committee in the working languages for adoption before the end of every session

### **Rule 21**

All resolutions, recommendations and other important decisions of the Committee shall be communicated by the Regional Director to the representatives, to all Members and Associate Members of the Region and to the Director-General.

## **IX. LANGUAGES**

### **Rule 22**

English, French and Portuguese shall be the working languages of the Regional Committee.

### **Rule 23**

Speeches made in one of the working languages shall be interpreted into the other working languages and, if a Member or Associate Member so requests in sufficient time before a session of the Regional Committee, also into Spanish. This provision shall apply, in like manner, to interpretation into the working languages of speeches made in Spanish.

### **Rule 24**

Any representative may speak in a language other than the working languages. In that event, the representative concerned shall provide for interpretation into any one of the working languages. Interpretation shall then be done into the other working languages by an interpreter of the Secretariat, based on the interpretation given in the first working language.

### **Rule 25**

All resolutions, recommendations and other important decisions of the Regional Committee shall be written in the working languages.

## **X. CONDUCT OF BUSINESS**

### **Rule 26**

A Majority of the Members shall constitute a quorum.

### **Rule 27**

No representative shall address the Regional Committee meeting without the permission of the Chairperson. The Chairperson shall give the floor to speakers in the order in which they express their desire to speak. The Chairperson may call a speaker to order if his/her remarks are not relevant to the subject under discussion.

### **Rule 28**

Any representative may, at any time, request his/her alternate designated in accordance with Rule 3 to speak and vote on his/her behalf on any question. Moreover, at the request of the representative or his/her alternate, the Chairperson may allow an adviser to speak on any particular issue but the latter shall not have the right to vote.

### **Rule 29**

During the discussion of any matter, a representative may raise a point of order and the point of order shall immediately be decided upon by the Chairperson. A representative may appeal against the decision of the Chairperson in which case the appeal shall immediately be put to the vote. A representative raising a point of order shall not speak on the substance of the matter under discussion but on the point of order only.

### **Rule 30**

In the course of the deliberations, the Chairperson may announce the list of speakers and, with the consent of the Regional Committee, declare the list closed. He/she may, however, accord the

right of reply to any representative if, in his/her opinion, a statement made after he/she has declared the list closed makes that desirable.

### **Rule 31**

During the discussion of any matter, a representative may move the suspension or the adjournment of the meeting. Such motions shall not be debated but shall be immediately put to the vote. For the purpose of these Rules, "suspension of the meeting" means temporary postponement of the business of the meeting and "adjournment of the meeting", means the termination of all business until another meeting is called.

### **Rule 32**

During the discussion of any matter, a representative may move the adjournment of the deliberations on the item under discussion. In addition to the proposer of the motion, one speaker may second the motion, and another speaker may object to it, after which the motion to adjourn the debate shall be immediately put to the vote.

### **Rule 33**

A representative may, at any time, bring a motion to close deliberations on an item under discussion whether or not any other representative had expressed a wish to speak. If a request is made for permission to speak against the closure, the permission may be accorded to not more than two representatives, after which the motion shall be immediately put to the vote. If the Regional Committee decides in favour of closure, the Chairperson shall declare the debate closed.

### **Rule 34**

With the exception of a point of order, the following motions shall have precedence, in the following order, over all other proposals or motions before the meeting:

- (a) to suspend the meeting;
- (b) to adjourn the meeting;
- (c) to adjourn deliberations on an agenda item under discussion; and
- (d) for the closure of deliberations on an agenda item under discussion.

### **Rule 35**

Subject to Rule 34, any motion calling for a decision on the competence of the Committee to adopt a proposal submitted to it shall be put to the vote before a vote is taken on the proposal in question.

### **Rule 36**

Any representative may request that parts of a proposal or an amendment be voted on separately. If objection is made to the request for separate vote, the motion for separate vote shall be voted upon. Permission to speak on the motion for separate vote shall be given only to two speakers in favour and two speakers against. If the motion for separate vote is carried, those parts of the proposal or of the amendment which are subsequently approved shall be put to the vote in their entirety. If all operative parts of a proposal or an amendment are rejected, the proposal or the amendment shall be considered to have been rejected in its entirety.

### **Rule 37**

When an amendment to a proposal is tabled, the amendment shall be voted on first. When two or more amendments to a proposal are tabled, the Committee shall first vote on the amendment deemed by the Chairman to be most unrelated in substance to the original proposal and then on the amendment next unrelated thereto, and so on, until all the amendments have been put to the vote. Where, however, the adoption of one amendment necessarily implies the rejection of another amendment, the latter amendment shall not be put to the vote. If one or more amendments are adopted, the amended proposal shall then be voted upon.

A motion is considered as an amendment to a proposal if it merely adds to, deletes from or revises part of that proposal. A motion which constitutes a substitution for a proposal shall itself be considered as a proposal.

### **Rule 38**

If two or more proposals are moved, the Regional Committee shall, unless it decides otherwise, vote on the proposals in the order in which they have been circulated to all delegations, unless the result of a vote on a proposal makes unnecessary any other voting on the proposal or proposals still outstanding.

### **Rule 39**

A motion may be withdrawn by its proposer at any time before voting on it has commenced, provided that the motion has not been amended, or, if amended, that the proposer of the amendment agrees to the withdrawal. A motion thus withdrawn may be reintroduced by any representative.

### **Rule 40**

A proposal adopted or rejected shall not be reconsidered at the same session of the Regional Committee, unless the Committee, by a two-thirds majority of the representatives present and voting, so decides. Permission to speak on a motion to reconsider shall be accorded to only two speakers opposing the motion, after which it shall be immediately put to the vote.

### **Rule 41**

The Chairperson may, at any time, demand that a proposal, motion, resolution or amendment be seconded.

## **XI. VOTING**

### **Rule 42**

Each representative shall have one vote. For the purpose of these Rules, the phrase “representatives present and voting” means representatives casting an affirmative or negative vote. Representatives abstaining from voting are considered as not voting. In a secret ballot, all invalid votes shall be so reported to the Regional Committee and shall be counted as abstentions.

#### **Rule 43**

Except as otherwise provided by the WHO Constitution or decided by the Health Assembly, the decisions of the Regional Committee shall be made by a majority of the representatives present and voting.

#### **Rule 44**

If the votes are equally divided on a matter other than an election, the proposal voted upon shall be regarded as not adopted.

#### **Rule 45**

The Regional Committee shall normally vote by show of hands, except that any representative may request a vote by roll call which shall then be taken in the English alphabetical order of the names of the Members. The name of the Member to vote first shall be determined by lot.

#### **Rule 46**

The vote of each representative participating in any vote by roll call shall be inserted in the records.

#### **Rule 47**

After the Chairperson has announced the beginning of voting, no representative shall interrupt the voting except on a point of order in connection with the actual conduct of voting.

#### **Rule 48**

Elections shall normally be held by secret ballot. However, except as concerns the nomination of the Regional Director, if the number of candidates for elective office does not exceed the number of the offices to be filled, no ballot shall be required and such candidates shall be declared elected. Where ballots are required, two polling officers appointed by the Chairperson from among the representatives shall assist in the counting of votes. The nomination of the Regional Director shall be decided by secret ballot in accordance with Rule 52.

#### **Rule 49**

Except as otherwise provided under these Rules of procedure, the Regional Committee may vote on any matter by secret ballot if it has been so decided beforehand by the majority of the representatives present and voting provided that no secret ballot shall be taken on budgetary matters.

A decision by the Regional Committee under this Rule whether or not to hold a secret ballot shall be taken only by a show of hands; should the Committee decide to vote on a particular question by secret ballot, no other mode of voting shall be requested or decided upon.

#### **Rule 50**

Subject to the provisions of Rule 52, if only one elective post is to be filled and no candidate obtains in the first ballot a majority of votes cast by those entitled to vote, a second ballot shall be taken and shall be restricted to the two candidates having obtained the largest number of votes; if

in the second ballot the votes are equally divided, the Chairperson shall decide between the candidates by drawing lots.

### **Rule 51**

If two or more elective posts are to be filled at one time under the same conditions, those candidates having obtained in the first ballot a majority of votes cast shall be elected. If the number of candidates having obtained such majority is less than the number of posts to be filled, there shall be as many additional ballots as are necessary to fill the remaining posts, the ballots being restricted to the candidates having obtained the greatest number of votes in the previous ballot to a number not more than twice the posts remaining to be filled.

### **Rule 52**

1. Not less than six months before the date fixed for the opening of a session of the Regional Committee at which the Regional Director is to be nominated, the Director-General shall inform each Member State that he/she will receive proposals for the names of persons for nomination by the Regional Committee for the post of Regional Director.
2. Any Member State may propose for the post of Regional Director the names of one or two suitably qualified and experienced persons with a medical background, who are citizens of a Member State in the Region, by submitting with the proposal a curriculum vitae and other supporting information of not more than 2000 words (statement of vision, priorities and strategies). Such proposals shall be sent to the Director-General, including in electronic format, so as to reach him/her at the Headquarters of the Organization in Geneva, Switzerland, not less than twelve weeks before the date fixed for the opening of the session.
3. (If the incumbent Regional Director is available and eligible for reappointment, the Director-General shall inform each Member accordingly at the time when he/she invites proposals for names of nominees for the post of Regional Director. The name of the Regional Director in office thus available shall automatically be submitted to the Regional Committee and shall not require a proposal from any Member).
4. The Director-General shall, not less than ten weeks before the date fixed for the opening of the session of the Committee, cause copies of all proposals for nomination for the post of Regional Director (with the curriculum vitae of each person and other supporting information) received by him/her within the period specified to be sent to each Member under confidential cover.
5. If no proposals have been received by the Director-General in time for transmission to Member States in accordance with this Rule, Member States shall be informed accordingly not less than ten weeks before the opening of the session of the Regional Committee. The Regional Committee shall itself establish a list of candidates composed of the names proposed in secret by the representatives present and voting.
6. If the Director-General receives more than five candidatures within the period specified in paragraph 2, the Regional Committee shall draw a short list of five candidates at the commencement of its session. For this purpose, the Regional Committee shall hold a secret ballot, and the five candidates obtaining the highest number of votes shall make up the short list. In the event of a tie between two or

more persons such that there are more than five persons identified for inclusion on the short list, there shall be additional ballots between those persons receiving the tie votes, with those receiving the highest number of votes filling the remaining place or places on the shortlist. When assessing these proposals for nomination, the Regional Committee shall pay due regard to equitable linguistic and geographic consideration.

7. The persons proposed under paragraph 2 or— in the case of paragraph 6 being applicable—those persons on the shortlist, as well as an incumbent available and eligible Regional Director, shall be interviewed by the Regional Committee in a private meeting. The interview shall consist of a presentation by each candidate in addition to answers to questions from Members of the Regional Committee. The Regional Committee shall determine, as appropriate, the modalities for the interviews.
8. The nomination of the Regional Director shall take place in a private meeting of the Regional Committee. The Regional Committee shall make a selection by secret ballot from among the persons proposed under paragraphs 2 or—in the case of paragraph 6 being applicable—those persons on the shortlist, as well as an incumbent available and eligible Regional Director in the following manner:
  - (a) Each representative of a Member State shall write on a ballot paper the name of a single candidate chosen from the persons proposed or shortlisted in accordance with this Rule.
  - (b) The candidate who obtains a two-thirds majority vote of the Member States present and voting shall be declared nominated.
  - (c) At a ballot when no candidate obtains a two-thirds majority, the candidate who obtains the least number of votes shall be eliminated.
  - (d) If only two candidates remain, the candidate who obtains a two-thirds majority of the Member States present and voting shall be nominated. In the event of three inconclusive ballots between the two remaining candidates, the candidate who obtains a majority of the Member States present and voting shall be declared nominated. In the event of a tie between the two candidates, there will be as many ballots as necessary until a candidate obtains at least a simple majority of the Member States present and voting.”
9. The name of the person so nominated shall be submitted to the Executive Board.

## **XII. SUSPENSION AND AMENDMENT OF RULES OF PROCEDURE**

### **Rule 53**

Subject to the provisions of the WHO Constitution, any of these Rules may be suspended by the Regional Committee provided that at least forty-eight hours' notice of the proposal for such suspension has been given to the Chairperson and communicated by him/her to the representatives twenty-four hours before the meeting at which the proposal is to be submitted. If, however, on the advice of the Chairperson, the Regional Committee is unanimously in favour of such a proposal, it may adopt it immediately and without notice.

### **Rule 54**

Amendments of, or additions to, these Rules may be adopted by the Regional Committee, provided that the Committee has received and considered a report thereon by an appropriate subcommittee.

## **XIII. GENERAL PROVISIONS**

### **Rule 55**

The Committee may at its discretion apply such Rules of Procedure of the World Health Assembly or of the WHO Executive Board as it may deem appropriate to particular circumstances.

## **IV. TERMS OF REFERENCE OF THE PROGRAMME SUBCOMMITTEE OF THE WHO REGIONAL COMMITTEE FOR AFRICA**

### **PROPOSED NEW TERMS OF REFERENCE OF THE PSC**

11. In accordance with Rule 16 of the Regional Committee's Rules of Procedure, the Programme Subcommittee (PSC) is a subsidiary body of the Regional Committee established by the latter to study and examine issues to be discussed by the Regional Committee. The Programme Subcommittee shall:

- (a) Support the preparatory work of the Regional Committee by reviewing the agenda, working documents, reports, and draft resolutions submitted by the Regional Director;
- (b) Advise the Regional Director on matters of due importance that require consideration by the Regional Committee;
- (c) Advise the Regional Director on proposed designations of Member States to be considered by the Regional Committee when calls are made for the Region to nominate Member States to serve on councils and committees;
- (d) Review and examine issues related to WHO General Programme of Work, Programme Budget, and regional public health strategies before they are considered by the Regional Committee. Additionally, the Programme Subcommittee shall:
  - (i) advise if the analysis and proposals put forward are in keeping with the expectations of Member States as well as regional and international health goals;
  - (ii) give an opinion as to whether the cost implications and needed funds are realizable within the timeframe proposed;
  - (iii) determine if an appropriate monitoring and evaluation system has been established.
- (e) Recommend to the Regional Committee additional resources required by the Regional Office and propose a mechanism for Member States to contribute additional funding for the implementation of Regional Committee resolutions;
- (f) Monitor the implementation of Regional Committee resolutions;
- (g) Examine reports on the implementation of the report of internal and external auditors and advise the Regional Director on ways to prevent further audit queries;

- (h) Consider any other programmatic, administrative, budgetary or financial matters that the Regional Committee may deem appropriate;
- (i) Through its Chairperson participate in any other Committee(s) requiring the input of participation of the Regional Committee.

## **MEMBERSHIP AND MEETINGS**

12. The Programme Subcommittee will consist of eighteen (18) representatives of Member States. Persons representing the Member States shall be selected from among highly competent technical officials in senior management and with considerable experience in health development. In addition, three (3) members of the Executive Board from the African Region will participate in the Programme Subcommittee meetings. Membership shall be on a rotating basis following the English alphabetical order. No country shall serve simultaneously in the two categories.
13. The Regional Director may invite such persons as may be considered relevant in advancing an understanding of any particular agenda item(s) or technical paper(s) under consideration by the Programme Subcommittee as observers.
14. All members other than the Executive Board members shall be appointed by the Regional Committee and shall serve for a two-year period, replacing six each year according to the English alphabetical order. Members of the Executive Board completing their term shall not be eligible to serve on the Programme Subcommittee until at least two years have elapsed. The order of succession in this case shall pass on to the next Member State in line, alphabetically.
15. A chairperson, vice-chairperson and three rapporteurs representing the three official languages of the Region shall be elected from among the non-Executive Board members for a one-year period or two sessions of the Programme Subcommittee.
16. The Regional Director shall, in consultation with the Chairperson of the Regional Committee, convene a Programme Subcommittee meeting at least once annually for a duration not exceeding five working days.