



Special Advisory Commission on Management Issues (SACMI)

Proposed update to the Staff Rules (progress report)

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Update to the Staff Rules.

Document No. 1: Report on the status of
Amendments to the rules of procedure of the General
Directorate

REPORT ON THE STATUS OF AMENDMENTS TO THE RULES OF PROCEDURE OF THE GENERAL DIRECTORATE

1. BACKGROUND

During the Regular Meeting of the Special Advisory Commission on Management Issues (SACMI) in April 2023, participants expressed the need to conduct an exercise to review regulations governing the financial operations of the Directorate and human talent, as an integral part of the essential institutional transformation process. The aim is to propose modifications to the current rules for the consideration and approval of the Institute's governing bodies, ensuring that they are updated in keeping with IICA's needs, the new environment and technological advances. The amendments would reflect the changes that have taken place in the Institute's administrative practices since the rules were established in 1983 – some 40 years ago.

2. CONTEXT

Among the regulations to be reviewed are the Rules of Procedure of the General Directorate (RPGD), the Staff Rules, the Remuneration System and the Financial Rules. Pursuant to the Convention on IICA, the Director General is the legal representative of the Institute and is tasked with the responsibility of managing the General Directorate. Thus, the RPGD has general rules speaking to the categories, rights and obligations of staff, as well as to the financial management of the organization. Article 8, sub-section i) of the Convention states that only the Inter-American Board of Agriculture (IABA) can approve and modify the RPGD. Although the Staff Rules, Financial Rules and the Remuneration System are more detailed, they often repeat verbatim rules already established in the RPGD. Pursuant to Article 3, sub-section h) of the Rules of Procedure of the Executive Committee, approved by the IABA in 1999, the Executive Committee may approve or modify the latter three regulations, "provided that such approval or modification is consistent with the Rules of Procedure of the Board, of the Executive Committee or of the General Directorate and would not require a change in a Program Budget resolution in force". Moreover, the Personnel Manual, adopted by the Director General, in accordance with Article 6, sub-section b) of the RPGD, provides for the operational management of the rules established in the RPGD, the Staff Rules, the Remuneration System and other relevant IICA policies with respect to human talent.

3. STRATEGY

Although significant progress has been made in this area since the start of the year, the final drafts have still not been completed for the consideration and possible approval of the Executive Committee and the IABA during their meetings in July and October of this year, respectively. However, we can provide information on the progress achieved in the exercise to date. For example, one of the proposals that we are currently developing involves the drafting of a document that would combine the Staff Rules and the Remuneration System, thereby eliminating any duplication of rules and creating a single document with all rules governing staff matters. If adopted, this document would eliminate the existing confusion and would facilitate access to the rules by all, while simplifying their

use and administration. Another proposal is to eliminate all the non-regulatory provisions in the Staff Rules, retaining only the operational provisions for inclusion in the Personnel Manual. This would make it easier to modify provisions on a timely basis, in keeping with advances in technology and management sciences. A final suggestion is to eliminate certain rules in Chapter III “Personnel” of the RPGD and to incorporate into the Staff Rules any of these provisions from the RPGD that may have not yet been included, primarily to avoid duplication in several instruments and to organize them into a single document, thereby facilitating access and understanding.

4. PROPOSAL

The current administration would like to keep the Member States informed about the progress in developing this exercise to review the regulations, and we hope to have finalized the draft documents prior to the SACMI and Executive Committee Meetings in 2024. As such, we are recommending that at its next regular meeting, the Executive Committee adopt a resolution that will: 1) express support for the development of the exercise to review the regulations and 2) propose that the IABA adopt a resolution that will: a) express its support for conducting the exercise; b) request that the 2024 Executive Committee consider the modifications proposed by the General Directorate; c) authorize the Committee to approve the modifications that are within its competence, subject to the final approval of the IABA in its 2025 Regular Meeting, and d) adopt and put into effect the necessary modifications to the RPGD.