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March 22, 2018

Mr Jose Manuel Aburto Flores
J. B. Windlows Vej 9
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Denmark

Dear Mr. Aburto Flores,

We are pleased to offer you a Short Term Consultant appointment to the staff of the World Bank for an assignment with the HNP MNA Region. Your Task Team Lead (TTL) for this assignment will be Ms Montserrat Meiro-Lorenzo, who is responsible for determining your Terms of Reference and for providing guidance, supervising, and confirming the completion of your work.

Please note that total World Bank Group Short Term Consultant and/or Short Term Temporary assignments may not exceed 150 days or 1,200 hours (inclusive of overtime for STT) per fiscal year.

We expect to need your services for about 15 days from March 26, 2018 to June 30, 2018. Your appointment will terminate accordingly unless it is extended or a new appointment is made. In the event the World Bank finds it necessary to cancel the assignment or to shorten its duration, the World Bank reserves the right to adjust the terms of the assignment as necessary. The World Bank has no obligation to extend the appointment or to offer a new appointment, even if your performance is outstanding, but it may do so if agreed to in writing at the time of the expiration of the appointment.

The World Bank will make every effort to give you as much notice as possible of any such change to your appointment. In the event that the World Bank finds it necessary to extend the terms of this assignment, every effort will be made to accommodate your interests.

During this assignment you will be considered a World Bank Group staff member and will be subject to the Staff Rules currently in effect and as they may be amended from time to time. Please note that the manager of the unit to which you are assigned for is Mr Ernest E. Massiah.

The World Bank will remunerate you in an amount of US\$ 265.00 net of taxes per day worked. Please provide complete information on your local bank account to Ms Fatima-Ezzahra Mansouri, who will be handling the administration associated with this appointment, and to whom you may direct any questions you may have. After your start date, and prior to the expiration of your contract you may request settlement of remuneration owing to you online at <http://strequest.worldbank.org>.

Travel may be authorized by the World Bank in connection with this assignment. The policies regarding travel and subsistence are governed by the World Bank Group's Travel Procedure and Guidance document. The World Bank Group requires all Short Term Consultants and Short Term Temporaries to obtain Country Clearance prior to departing on mission. If you are travelling within 5 days of signing this contract, you must send a copy of your itinerary, contact information while on trip (mobile phone/email), and trip purpose to Country Clearance Officers assigned

to each country on your itinerary. Please contact your manager to facilitate the clearance prior to your travel.

While you are in authorized official travel status on official World Bank Group business on this assignment, you will be covered by the World Bank Group's Accidental Death and Dismemberment insurance and Accompanying Baggage insurance policies. If traveling outside of your duty station country, you will have limited medical insurance under the Accidental Death and Dismemberment Insurance. The World Bank Group also provides Worker's Compensation Insurance. Please note that these insurance policies will not cover you while on vacation or other personal trips before, during, or after an assignment with the World Bank Group nor will it provide coverage for illness or non-work related injury sustained within your country of residence. You are therefore advised to carry personal insurance covering such occasions.

The automatic beneficiary designation contained in the World Bank Group's Accidental Death and Dismemberment Insurance policy indicates that payment for loss of life of the insured will be made to the spouse or domestic partner, if living 10 days after the death of the insured; otherwise, to the estate of the insured. However, if a written designation of a different beneficiary is filed with the World Bank Group's Human Resources Operations, payment will be made to that beneficiary. You may obtain a form for designating a beneficiary (Form F01604 Designation of Beneficiary for HQ Staff) by accessing <http://go.worldbank.org/91RFGSX3J0>.

The World Bank Group Emergency Contact System is used to contact a relative or friend in the event of an emergency. Please provide your personal and emergency contact information once you have received access to the WB systems by logging into myHR Self-Service at <https://myhrss.worldbank.org/>. If you do not have access, please provide your contact information (Address, Phone number & personal email address) by email to HR Operations at hroperations@worldbank.org.

Additional details about policies and procedures relating to Short Term assignments are set forth in the enclosed "G00045 Notes for Short Term Consultants and Short Term Temporaries".

Unless otherwise provided in your Terms of Reference, all intellectual property rights in or relating to any works produced during the course of your appointment shall belong to the Bank. All materials produced or acquired under terms of this contract - written, graphic, film, magnetic tape, or otherwise - shall remain the property of the World Bank unless such rights are explicitly relinquished by the World Bank, in writing. The World Bank furthermore retains the exclusive right to publish or disseminate in all languages reports arising from such materials. The rights and duties provided for in this paragraph shall continue, notwithstanding the termination of employment and agreed Terms of Reference.

You also agree that all knowledge and information not already within the public domain which you may acquire from the World Bank or its employees or by virtue of your assignment shall for all time and for all purposes be regarded by you as strictly confidential and held by you in confidence, and shall not be directly or indirectly disclosed by you to any person whatsoever excepting with the World Bank written permission. You further agree that you will comply with the World Bank's Information Security Policy, as set forth in AMS 6.21.

You are responsible for being familiar with the conflict of interest rules, contained in Staff Rules 3.01, 3.02 and 3.03, that apply to you and members of your immediate family during your employment with the Bank and that extend to you for two years after termination of your assignment.

While employed as a Short Term Consultant or Short Term Temporary you may hold concurrent assignments from other public or private employers, subject to the following:

- a. you may not be employed by or contract with member governments or other entities to work on Bank Group-financed projects during your period of Bank Group employment if the Bank Group-financed project and the concurrent work involve the same country;
- b. you may not be an employee of another public entity, including but not limited to governments and other international organizations, unless that entity has given approval for your employment with the Bank Group;
- c. you may not provide services to the Bank Group through a vendor;
- d. you must inform each of your Bank Group managers of all your other concurrent assignments, including other Bank Group assignments; and
- e. for a period of two years after termination of your Employment, you may not seek or accept work connected with projects or operations that were your direct concern or make use of material acquired during your assignments, unless the prior consent of the World Bank Group has been obtained.

See Staff Rule 3.02: Employment outside the Bank Group.

Current and former Bank Group staff, regardless of appointment type held, are ineligible to be Bank Group vendors or subcontractors to Bank Group vendors, whether as sole proprietors or independent contractors, during their appointment and for a period of twelve months ("Cooling Off Period") from the termination date of their Bank Group appointment. This Cooling Off Period also applies to companies in which a current or former Bank Group staff member is an owner, principal, director or officer, or holds a financial interest. The Cooling Off Period also applies to companies with which close relatives (spouses, parents, full and half siblings, children, aunts, uncles, nieces, nephews and domestic partners) of current or former Bank Group staff are owners, principals, directors or officers, or hold a financial interest. In the context of the Cooling Off Period, "financial interest" does not include negligible stock holdings in entities listed on the S&P 1200. Additional information regarding these restrictions may be found at: <http://go.worldbank.org/91RFGSX3J0>.

Please note that it is your responsibility to obtain the appropriate visa or work authorization (if applicable). If you are a non-United States citizen undertaking any portion of this assignment in the United States, you must be in possession, before commencing this assignment, of a valid visa and valid work authorization that allows you to accept employment with the World Bank Group in the United States for the duration of this assignment and any extension thereof. To apply for the appropriate U.S. visa outside the United States, please refer to the instructions listed on Request G1/G4 visa for the First Time - Outside the U.S. at the <http://worldbank.org/hrs>.

If you perform your services outside of the United States, in a country where you are not a citizen or permanent resident, you must obtain a valid visa and valid work authorization which allows you to be employed by the World Bank Group prior to commencing your assignment.

Short Term Consultants or Short Term Temporaries may not start work or travel until all pages of the signed Letter of Appointment have been submitted.

Please indicate your acceptance of this offer of appointment and your understanding of its terms and conditions by signing and returning all pages of the letter, not just the signature page, either by email to **hroperations@worldbank.org**, or by fax to 202-522-7025 or 202-522-7026. Please note that your signature indicates that you have received, read and reviewed both the letter and the Internet-based enclosures.

Sincerely yours,



Sivaranjini Chandrasekaran
Human Resources Operations



UPI Number :00516340
Document ID :000099
P.O Number :0007962906
Email :jmaburto@health.sdu.dk

Enclosures:

Staff Rule 3.00, Office of Ethics and Business Conduct (EBC)
Staff Rule 3.01, Standards of Professional Conduct
Staff Rule 3.02, Employment Outside the Bank Group
Staff Rule 3.03, Financial Interest and Disclosure
Staff Rule 3.04, Bank Group Endorsed Activities with External Entities
Staff Rule 3.06, Family Obligations - Spouse and (or) Child Support Obligations and Divorce
Principle 3 General Obligations of Staff Members
G00045 Notes for Short Term Consultants and Short Term Temporaries
World Bank Group Travel Procedure and Guidance
Administrative Manual Statement 3.10 - Operational Travel Expense Reimbursement

Acceptance:

I certify that, if I am a non-United States citizen undertaking any portion of this assignment in the United States, I will be in possession of a valid visa and valid work authorization which allows me to be employed by the World Bank Group for the duration of this assignment. I will not commence this assignment until I have satisfied this requirement.

I hereby accept my appointment to the staff of the World Bank Group, under the terms and conditions of employment set forth in my letter of appointment and the policies and procedures of the World Bank Group presently in effect and as may be amended from time to time. I recognize that in the event of a conflict between this Letter of Appointment and the Staff Rules, the Staff Rules will prevail.

I certify that my employment with the World Bank Group under the terms of this letter of appointment and the Terms of Reference does not violate any law or employment regulation or policy to which I am subject. I certify that I will advise the Human Resources Operations, if my spouse or any close relatives are employed by the World Bank Group.

I certify that if I am a United States citizen I have so advised the World Bank Group for income tax reporting purposes, even if I am also a citizen of another country. I understand that as a U.S. citizen I am responsible for paying federal taxes, state income taxes and payroll taxes (social security and medicare taxes at the self-employment rate).

I certify that if I become a United States citizen during my employment with the World Bank Group, I will report this to the HR Operations upon naturalization. I understand that if I become a U.S. citizen, I will be responsible for paying federal taxes, state income taxes and payroll taxes (social security and medicare taxes at the self-employment rate).

I certify that if my remuneration is designated gross, I certify that I am subject to tax thereon and will satisfy the tax obligation (including mandatory social security assessments or contributions) that is imposed on me. United States citizens working in the United States with international organizations are subject to Social Security and Medicare taxation at the self-employed rate.

I certify that if I travel during the length of this contract I will obtain Country Clearance as stated in the World Bank Group Travel Procedure and Guidance before I depart.

I have received, reviewed, and understand the World Bank Group's Staff Principle 3, General Obligations of Staff Members, and Staff Rules 3.00-3.04 and 3.06. I certify that my employment with the World Bank Group under the terms of this letter of appointment and the Terms of Reference does not violate the provisions of this Principle and these Rules.

I have read and understood the attached Security and Safety Guidelines that outline my responsibilities as a member of the staff of the World Bank Group and the resources available to me. I certify that I will comply with the requirements contained therein.

Signature: 

Date: 23/march/2018

CC: Ms Fatima-Ezzahra Mansouri, GHN05