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**Eleventh African Regional Meeting  
Addis Ababa, Ethiopia, 24-27 April 2007**

Dear [Sir/Madam],

It is my pleasure to invite your country to be represented at the *Eleventh African Regional Meeting* of the International Labour Organization, which will be held in Addis Ababa, Ethiopia, from 24 to 27 April 2007. The *Meeting* venue will be the United Nations Conference Centre.

At four yearly intervals, the African Regional Meeting brings together the political, economic and social actors from the countries of the region. This *Eleventh Meeting* will focus particularly on the themes taken up in the two reports that I shall submit, which will be sent to you in February 2007.

The first report will review ILO activities in the region from 2004 to 2006, and in particular the results of ILO efforts to promote decent work at national and regional levels. The second report, *The Decent Work Agenda in Africa, 2007-2015*, will be a thematic report on the action that the ILO, its constituents and other development actors will need to take over the next decade to make decent work a reality in Africa. The report will contain an analysis of the opportunities and challenges involved in this endeavour and identify the key policy issues that will need to be tackled.

The enclosed *Rules for Regional Meetings*, approved by the Governing Body at its 283rd (March 2002) Session and confirmed by the 90th (2002) Session of the International Labour Conference will govern the powers, functions and procedures of the *Eleventh African Regional Meeting*. Your attention is drawn in particular to articles 1 and 9 of the *Rules*, which deal respectively with the tripartite composition of delegations and with the submission of credentials. The attached form for the presentation of credentials must be filled in and returned to the Office of the Legal Adviser of the International Labour Office in Geneva, **before Monday, 9 April 2007**.

In June 2004, I called on our constituents to strive to meet **a target of 30 per cent representation of women in delegations** to the International Labour Conference. For the *Eleventh African Regional Meeting*, as for all ILO meetings, I would urge governments, employers' and workers' organizations to increase their efforts to include more women in their delegations.

The programme for the Meeting will be communicated to you later. Further details concerning the agenda and procedures of the *Eleventh African Regional Meeting*, as well as particulars regarding material arrangements, are given in the attached information note. The ILO Regional Office for Africa is at your disposal to provide any additional information you may need. Finally, a web page concerning the Meeting, on which you will also find the form for the submission of credentials, and subsequently the programme, is available at the following URL:

<http://www.ilo.org/public/english/region/afpro/addisababa/arm/>

I would be grateful if you would communicate this information to the representatives of the employers' and workers' organizations that will be part of your national delegation.

The *Eleventh African Regional Meeting* will have the key task of shaping the ILO's programme for the region in the years to come. I count on your active engagement in charting the way ahead.

Yours sincerely,

Juan Somavia  
Director-General

#### ANNEXES

*Rules for Regional Meetings*

Form for credentials

Information Note

List of hotels