



International
Labour
Organization

111th Session, 2023



International Labour Conference Guide

#ILC2023

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► Introduction to the 111th Session of the International Labour Conference

The International Labour Conference is the International Labour Organization's (ILO) highest decision-making body. It meets annually, bringing together the tripartite delegations from the Organization's 187 Member States and a number of observers from other international actors to consider a series of topics related to the world of work, placed on its agenda by the Organization's Governing Body. The Conference is composed of a plenary and technical committees.

The 111th Session of the International Labour Conference will be held **from 5 to 16 June 2023 in Geneva**, in two locations: the Palais des Nations and the ILO headquarters.

The present document includes general and practical information for participants at the Conference. It is published on the Conference website and in the ILO Events App, and a limited number of printed copies will be made available during the Conference session.

This guide provides: an overview of the agenda of the 111th Session of the Conference (items that will be discussed); how those items will be discussed (either in plenary or in committees) and the interaction between committees and the plenary; an overview of the proposed programme of work of the Conference; information on the accreditation formalities and participation rights at the Conference; and details of services and facilities available to Conference participants.

The **Standing Orders of the International Labour Conference** can be consulted on the ILO website and can also be obtained on demand from the distribution desk. A summarized version of the Standing Orders can also be consulted in *The Standing Orders at a glance*, which will be available shortly on the **Conference website**.

► Agenda of the 111th Session of the International Labour Conference

The agenda of the 111th Session of the Conference, as approved by the Governing Body of the ILO, consists of the following nine items. A brief description of each item is provided below.

Standing items

- I. Reports of the Chairperson of the Governing Body and of the Director-General
- II. Draft Programme and Budget for 2024–25 and other questions
- III. Information and reports on the application of Conventions and Recommendations

Items placed on the agenda by the Conference or the Governing Body

- IV. Apprenticeships (standard-setting, second discussion) ¹
- V. A recurrent discussion on the strategic objective of social protection (labour protection)
- VI. Just transition (general discussion)
- VII. Abrogation of one international labour Convention and withdrawal of four Conventions, one Protocol, and 18 Recommendations
- VIII. Proposed Convention and Recommendation concerning the partial revision of 15 international labour instruments following the inclusion of a safe and healthy working environment in the ILO's framework of fundamental principles and rights at work
- IX. Measures under article 33 of the ILO Constitution to secure compliance by the Government of Belarus with the recommendations of the commission of inquiry

The Office prepares a number of reports under each agenda item, which generally serve as the basis for the discussions. **Most reports for the Conference have now been posted on the [Conference website](#).**

► Structure and functioning of the Conference

The Conference consists of a plenary and a number of standing and technical committees, established to address the technical items on its agenda.

The plenary

The following sittings take place in the Conference plenary:

- the official Conference opening sitting (on Monday, 5 June) in room XIX;
- the discussion of the Report of the Director-General and the report of the Chairperson of the Governing Body (between Tuesday, 6 and Tuesday, 13 June) in room XX;
- the World of Work Summit: Social Justice for All (on Wednesday, 14 and Thursday, 15 June) in room XX;
- the adoption of standing and technical committee reports (on Thursday, 15 and Friday, 16 June) in room XX;
- the Conference closing sitting (on Friday, 16 June) in room XX.

Voting

It is the delegates' responsibility to ensure they can exercise their right to vote in accordance with article 4 of the [ILO Constitution](#). Votes are expected on a number of items to be decided by the Conference. In accordance with article 43 of the [Standing Orders of the Conference](#), delegates are reminded that a vote shall not be valid if the number of votes cast for and against is less than two fifths

¹ Under the double discussion procedure, the Conference may adopt an international labour standard over two sessions (i.e. over two years).

of the total voting power. For practical information about voting, please refer to the “[Electronic voting system](#)” section of this Guide.

Agenda item I: Reports of the Chairperson of the Governing Body and of the Director-General

The Chairperson of the Governing Body will submit a report to the Conference on the work carried out by the Governing Body from June 2022 to March 2023. She will present her report to the Conference during the opening sitting on **Monday, 5 June**.

The Director-General of the International Labour Office will present his report to the Conference during the opening sitting. This year’s report is entitled *Advancing social justice*. It includes an Appendix entitled *The situation of workers in the occupied Arab territories*.

Speeches in plenary on the Report of the Director-General and of the Chairperson of the Governing Body will begin on **Tuesday, 6 June** and are scheduled to finish on **Tuesday, 13 June in the afternoon, with two daily sittings. Please see the section “Speaking in plenary” for information on how to register to speak during this plenary discussion.**

Conference committees

There are a number of standing and technical committees set up to consider relevant items on the Conference agenda. The functioning and composition of each standing committee is described below. The procedure for registration in committees is described in the section “Registration in committees”.

Each committee has a dedicated web page where the report(s) that will serve as the basis for their work are published, as well as detailed information on the committee’s proposed programme of work. These dedicated web pages can be accessed from the [Conference website](#).

Conference technical committees will begin their work on **Monday, 5 June** in the afternoon and will continue to sit until **Wednesday, 14 June**. Standing committees will meet as required, with the exception of the Committee on the Application of Standards which will sit from **Monday, 5 June to Thursday, 15 June**. Conference committees meet concurrently and work throughout the Conference in order to finalize their reports, conclusions or any instruments they may draft. These are then submitted to the plenary for adoption.

For specific details on the working schedule of each of the Committees and the dates on which any votes and the adoption of Committee conclusions are scheduled, please refer to the table at the end of this guide, or to the more detailed programme of work available on each committee’s [web page](#).

Standing Committees

Agenda item II: Programme and Budget and other questions (Finance Committee)

Under this agenda item, the Conference will be called on to consider and adopt the draft Programme and Budget for 2024–25, the financial statements for the year ended 31 December 2022, and to consider such other financial and administrative matters as the Governing Body may decide to bring to its attention.

The Finance Committee is a standing committee of the Conference provided for under article 11 of the Standing Orders of the Conference. It is composed of one Government delegate from each Member of the Organization represented at the Conference. The Finance Committee considers:

- (a) the arrangements for the approval, allocation and collection of the budget of the Organization, including:
 - (i) the budget estimates;
 - (ii) the arrangements for the allocation of expenses among Members of the Organization;
- (b) the audited financial statements of the Organization, together with the Auditor's report;
- (c) any request or proposal that the Conference should permit a Member which is in arrears in the payment of its contribution to vote in accordance with article 13(4) of the Constitution;
- (d) any administrative or other matter referred to it by the Conference.

The Committee elects a Chairperson and a Vice-Chairperson. The Director-General, accompanied by a tripartite delegation from the Governing Body, is entitled to attend the sittings held by this Committee. The decisions of the Committee are taken by a two thirds majority of the votes cast by the members of the Committee present at the meeting.

The Finance Committee is scheduled to meet on **Tuesday, 6 June and on Friday, 9 June in the morning**. No special registration is required for government members to attend the meetings. Any request for intervention may be sent to finance@ilo.org with copy to reloff-conf@ilo.org. All information related to the Committee's work will be published on the [Committee's dedicated web page](#).

Agenda item III: Information and reports on the application of Conventions and Recommendations (Committee on the Application of Standards)

As per article 7 of the Standing Orders of the Conference, the Conference appoints the Committee on the Application of Standards to consider: (a) the measures taken by Members to give effect to the provisions of Conventions to which they are parties and the information furnished by Members concerning the results of inspections; (b) the information and reports concerning Conventions and Recommendations communicated by Members in accordance with article 19 of the Constitution, except for information requested under paragraph 5(e) of that article where the Governing Body has decided upon a different procedure for its consideration; and (c) the measures taken by Members in accordance with article 35 of the Constitution. The Committee shall submit a report to the Conference.

The Conference will consider information and reports supplied by governments under articles 19, 22 and 35 of the Constitution on the effect given to Conventions and Recommendations, together with the Report of the Committee of Experts on the Application of Conventions and Recommendations. This report consists of two volumes, both submitted to the Conference. A first volume (ILC.111/III(A)) includes, in particular, the observations on the application of ratified Conventions. An addendum to this report was published under ILC.111/III(A)/Addendum and contains a joint statement by the ILO Committee of Experts on the Application of Conventions and Recommendations and UN Human Rights Treaty Bodies Chairpersons. The second volume (ILC.111/III(B)) contains the General Survey of reports under articles 19 and 22 of the Constitution.

The General Survey submitted to this session will address the following Conventions and Recommendations: the Discrimination (Employment and Occupation) Convention, 1958 (No. 111), the Workers with Family Responsibilities Convention, 1981 (No. 156), the Maternity Protection

Convention, 2000 (No. 183), the Discrimination (Employment and Occupation) Recommendation, 1958 (No. 111), the Workers with Family Responsibilities Recommendation, 1981 (No. 165) and the Maternity Protection Recommendation, 2000 (No. 191).

Further details can be found on the [Committee's dedicated web page](#).

General Affairs Committee

The General Affairs Committee is a standing committee of the Conference provided for under article 7 of the Standing Orders of the Conference. It is composed of 28 members nominated by the Government group, 14 members nominated by the Employers' group and 14 members nominated by the Workers' group. Deputy members can also be nominated by each of the three groups (in practice, up to the same number as regular members). As a matter of practice, the composition of the Committee corresponds to the composition of the Governing Body as far as government membership is concerned. Additionally, under article 36(4) of the Standing Orders, any other delegate or adviser may also participate in the work of the Committee with the same rights as its members (e.g., right to speak and move amendments) except the right to vote. Representatives of international organizations, among others, may participate in the discussions with the permission of the Chairperson but may not vote or move motions. Representatives of international non-governmental organizations may be present at the sittings of the committee. The Chairperson may, in agreement with the Vice-Chairpersons, permit such representatives to make statements.

Under article 7(2) of the Standing Orders, the General Affairs Committee considers and reports on any matter referred to it by the Conference. Four items are expected to be referred by the Conference to the General Affairs Committee:

- (i) Draft resolution concerning the final provisions of international labour Conventions;**
- (ii) Proposed abrogation of one international labour Convention and withdrawal of four Conventions, one Protocol, and 18 Recommendations (item VII on the agenda of the Conference);**
- (iii) Proposed Convention and Recommendation concerning the partial revision of 15 international labour instruments following the inclusion of a safe and healthy working environment in the ILO's framework of fundamental principles and rights at work (item VIII on the agenda of the Conference);**
- (iv) Measures recommended under article 33 of the ILO Constitution to secure compliance by the Government of Belarus with the recommendations of the Commission of Inquiry (item IX on the agenda of the Conference).**

The Standing Orders of the Conference apply in full to the Committee with the exception of article 42(3) (weighing of votes).

The General Affairs Committee is currently scheduled to convene in the afternoon of **Monday, 5 June**, to discuss the items referred to it. If necessary, it will reconvene as from **Tuesday, 6 June**.

Further information can be found on the [Committee's dedicated web page](#).

Credentials Committee

The Credentials Committee is a standing committee of the Conference provided for under article 8 and Part 3 of the Standing Orders of the Conference. It consists of one Government delegate, one Employers' delegate and one Workers' delegate.

Under Part 3 of the Standing Orders, its responsibilities include:

- examining the credentials, and any objection relating to the credentials, of delegates and their advisers, or relating to the failure to deposit credentials of an Employers' or Workers' delegate (article 32 of the Standing Orders);
- considering any complaint of non-observance of article 13(2)(a) of the Constitution (payment of expenses of tripartite delegations) or concerning delegates or advisers prevented from attending the Conference (articles 33(1) and 33(2) of the Standing Orders);
- monitoring any situation with regard to the observance of the provisions of article 3 or article 13(2)(a) of the Constitution about which the Conference has requested a report (article 34 of the Standing Orders).
- determining the quorum required for the validity of votes taken by the Conference (article 22(3) of the Standing Orders).

The Credentials Committee shall submit a report, or reports, to the Conference plenary.

Further information can be found on the [Committee's dedicated web page](#).

Technical committees

It is proposed that the 111th Session of the Conference appoint the following technical committees:

Agenda item IV: Apprenticeships (standard-setting, second discussion) (*Standard-Setting Committee on Apprenticeships*)

At its 334th Session (October–November 2018), the Governing Body of the International Labour Office decided to place a standard-setting item on apprenticeships on the agenda of the 110th Session of the International Labour Conference.²

On 11 June 2022, the International Labour Conference, meeting in Geneva at its 110th Session, adopted a resolution to place an item entitled "Apprenticeships" on the agenda of its next ordinary session for a second discussion with a view to the adoption of a Recommendation.³

The ILO has previously adopted instruments prescribing standards for the regulation of apprenticeships. However, the most recent of those instruments, the Vocational Training Recommendation, 1962 (No. 117), was superseded in 1975 by the Human Resources Development Convention, 1975 (No. 142), and the Human Resources Development Recommendation, 1975 (No. 150). The latter instrument has itself been superseded by the Human Resources Development Recommendation, 2004 (No. 195). Convention No. 142 and Recommendation No. 195 do not explicitly address apprenticeships. The ILO's Standards Review Mechanism Tripartite Working Group concluded that the absence of any provisions covering apprenticeships in instruments considered to be up-to-date standards constitutes a normative gap that should be addressed.⁴

In the light of this resolution and in conformity with article 46(6) of the Standing Orders of the Conference, the Office has prepared the text of a proposed Recommendation concerning quality

² ILO, *Minutes of the 334th Session of the Governing Body of the International Labour Office*, GB.334/PV, 2018, para. 42.

³ ILO, *Resolution to place on the agenda of the next ordinary session of the Conference an item entitled "Apprenticeships"*, International Labour Conference, 110th Session, 2022.

⁴ ILO, *The Standards Initiative: Report of the Second Meeting of the Standards Review Mechanism Tripartite Working Group*, Geneva, GB.328/LILS/2/1(Rev.).

apprenticeships. The text is formulated on the basis of the first discussion by the Conference, and takes into account the replies to the questionnaire in the law and practice report. The purpose of the third report of this double-discussion standard-setting procedure, entitled *Quality Apprenticeships (ILC.111/Report IV(1))*, was to transmit the proposed Recommendation to Member States in accordance with the Standing Orders and invite their suggested amendments or comments.

The fourth report on *Quality apprenticeships* was prepared on the basis of the replies received from governments and employers' and workers' organizations and contains the essential points of their observations. It is divided into three sections: the first comprises comments of a general nature, the second contains the observations of the constituents on specific provisions of the proposed Recommendation, and the third contains the text of the proposed Recommendation. This text, as reflected in the third report, has been amended in the light of the observations made by governments and employers' and workers' organizations and for the reasons set out in the Office commentaries. Some minor drafting changes have also been made, in particular to ensure full concordance between the language versions of the proposed instrument. If the Conference so decides, these texts will serve as a basis for the second discussion, at the 111th Session (June 2023).

Further details can be found on the [Committee's dedicated web page](#).

Agenda item V: **A recurrent discussion on the strategic objective** **of social protection (labour protection)** **(Recurrent Discussion Committee on Labour Protection)**

At its 97th Session (2008), the Conference adopted the *ILO Declaration on Social Justice for a Fair Globalization*, calling on all Members of the Organization to pursue policies based on the strategic objectives of employment, social protection, social dialogue, and fundamental principles and rights at work. The follow-up to the Declaration introduced a scheme of recurrent discussions at the Conference. The conclusions adopted by the 105th Session (2016) of the Conference on the evaluation of the impact of the *ILO Declaration on Social Justice for a Fair Globalization* reconfirmed the continuation of the recurrent discussions. At its 328th (October–November 2016) and 331st (October–November 2017) Sessions, the Governing Body adopted a new five-year cycle, sequence and framework for recurrent discussions starting in 2018 and placed the second recurrent discussion on social protection (labour protection) on the agenda of this Conference.⁵

The first recurrent discussion on the strategic objective of social protection (labour protection) was held by the International Labour Conference at its 104th Session (2015). That discussion resulted in the adoption of **conclusions** which, among others, highlight that labour protection is at the heart of the mandate of the ILO. It is embedded in the ILO Constitution of 1919 and grounded in the Organization's founding principles, including the principles that labour is not a commodity and that the adoption of humane conditions of work in all countries is central to social justice and universal and lasting peace. The *Declaration of Philadelphia* of 1944 recognized the solemn obligation of the ILO to further among the nations of the world programmes which would achieve "policies in regard to wages and earnings, hours and other conditions of work calculated to ensure a just share of the fruits of progress to all, and a minimum living wage to all employed and in need of such protection". Both the *ILO Declaration on Fundamental Principles and Rights at Work* (1998), as amended in 2022, and the *ILO Declaration on Social Justice for a Fair Globalization* (2008), as amended in 2022 (Social Justice Declaration), reaffirm the

⁵ Due to the cancellation of the Conference in 2020 as a consequence of the COVID-19 pandemic, the discussion of the item at the Conference was postponed from 2022 to 2023.

commitment to develop adequate labour protection and include explicit references to the right to healthy and safe working conditions.

This second recurrent discussion on labour protection is particularly timely for assessing the relevance and effectiveness of responses taken to ensure labour protection in the wake of an evolving labour market and unprecedented crises. The report submitted to the Conference sets the framework for building inclusive labour protection in these challenging contexts, and analyses the progress that has been made in ensuring inclusive, adequate and effective labour protection. It reviews the three dimensions of labour protection highlighted in the Social Justice Declaration in 2008, namely wages, working time and occupational safety and health (OSH), including the right to be free from violence and harassment. It also considers two other traditional dimensions of labour protection, namely maternity protection and employment protection, in addition to another dimension that is gaining prominence with the digitalization of the economy: the protection of workers' personal data. Across the chapters, the report examines the situation of workers engaged in forms of employment and work arrangements that are of particular relevance today, including temporary employment, telework and platform work, and considers the situation of workers and occupational groups that tend to be discriminated against.

Further details can be found on the [Committee's dedicated web page](#).

Agenda item VI: **Just transition (general discussion)** ***(General Discussion Committee on a Just Transition)***

At its 344th Session (March 2022), the Governing Body placed an item on the agenda of the 111th Session (2023) of the International Labour Conference on "a just transition, including consideration of industrial policies and technology, towards environmentally sustainable economies and societies for all", for general discussion.

The concept of a just transition was first discussed, as a specific subject, at the 102nd Session (2013) of the International Labour Conference, when ILO constituents adopted a resolution and a set of conclusions concerning sustainable development, decent work and green jobs. Although the concept of a just transition is not new, impacts of climate and environmental change continue to undermine decades of rapid reduction in poverty and progress towards all other Sustainable Development Goals of the 2030 Agenda for Sustainable Development. Those who are already marginalized socially, economically, culturally, politically, institutionally, or otherwise – including women, persons with disabilities, migrant workers and indigenous peoples – face distinct risks. Furthermore, climate and environmental change will exacerbate current crises and conflicts over water, productive land, food and other scarce resources, and will fuel climate-related unrest and wars in the future. The cost of inaction will be many times greater than the investments urgently needed now towards low-carbon, environmentally and socially sustainable economies and societies.

Such investment in the energy transition and the transformation of other key economic sectors is likely to create employment opportunities and to underpin advancement in skills upgrading, sustainable enterprise creation, more resilient and inclusive economic growth, a higher standard of living, and sustainable development, in turn offsetting the risks of job losses and result in a net gain in jobs.

The expected outcomes of the general discussion are conclusions and a resolution to provide further guidance for the Organization. These expected outcomes are to: (a) confirm the need for urgent action to promote and accelerate a just transition towards environmentally sustainable economies and societies for all at the global, regional, national and sectoral level; (b) reaffirm the guiding principles and key policy areas of the ILO Guidelines for a just transition towards environmentally sustainable economies and societies for all; (c) discuss the key role of industrial policies and technology in tackling climate and environmental change while promoting decent work; (d) adopt a road map of key elements

for more concerted, coherent and better coordinated pathways towards environmentally sustainable economies and societies, leading to decent work and social justice, including: (i) promoting inclusive, sustainable and job-rich economies; (ii) ensuring social equity; (iii) managing the process; (iv) financing a just transition; and (e) equip the International Labour Office with guidance on how to strengthen its support to constituents in simultaneously addressing climate and environmental change, advancing social justice and promoting decent work, including through knowledge-sharing, policy advice, development cooperation, capacity development, global engagement and partnerships.

The report prepared by the Office, as a basis for the discussion, delineates the contours of the just transition around the world, both at policy-level and in practice. It elaborates on macro-, meso- and enterprise-level approaches to the concept, as well as transformations that are taking place in specific industrial sectors. It also presents an analysis of the policy and practice of financing an inclusive and just transition. The report discusses the role of the ILO and its tripartite constituents in shaping an inclusive and just transition, using examples from around the world. It also describes the Office's work on just transition, with a specific focus on advancing research, providing technical assistance and reinforcing global engagement and partnerships.

Further details can be found on the [Committee's dedicated web page](#).

Agenda item VII:

Abrogation of one international labour Convention and withdrawal of four Conventions, one Protocol, and 18 Recommendations (General Affairs Committee)

At its 343rd Session (November 2021), the Governing Body of the International Labour Office decided to place on the agenda of the 111th Session (2023) of the International Labour Conference an item on the abrogation of one Convention and the withdrawal of four Conventions, one Protocol and 18 Recommendations.

The Seafarers' Welfare Convention, 1987 (No. 163) was placed on the agenda for abrogation.

The following Conventions, Protocol and Recommendations were placed on the agenda for withdrawal:

- Social Security (Seafarers) Convention, 1946 (No. 70);
- Accommodation of Crews Convention, 1946 (No. 75);
- Social Security (Seafarers) Convention (Revised), 1987 (No. 165);
- Labour Inspection (Seafarers) Convention, 1996 (No. 178);
- Protocol of 1996 to the Merchant Shipping (Minimum Standards) Convention, 1976;
- National Seamen's Codes Recommendation, 1920 (No. 9);
- Unemployment Insurance (Seamen) Recommendation, 1920 (No. 10);
- Labour Inspection Recommendation, 1923 (No. 20);
- Labour Inspection (Seamen) Recommendation, 1926 (No. 28);
- Seamen's Welfare in Ports Recommendation, 1936 (No. 48);
- Seafarers' Social Security (Agreements) Recommendation, 1946 (No. 75);
- Seafarers (Medical Care for Dependents) Recommendation, 1946 (No. 76);
- Bedding, Mess Utensils and Miscellaneous Provisions (Ships' Crews) Recommendation, 1946 (No. 78);
- Ships' Medicine Chests Recommendation, 1958 (No. 105);
- Medical Advice at Sea Recommendation, 1958 (No. 106);
- Social Conditions and Safety (Seafarers) Recommendation, 1958 (No. 108);

- Seafarers' Welfare Recommendation, 1970 (No. 138);
- Crew Accommodation (Air Conditioning) Recommendation, 1970 (No. 140);
- Crew Accommodation (Noise Control) Recommendation, 1970 (No. 141);
- Prevention of Accidents (Seafarers) Recommendation, 1970 (No. 142);
- Merchant Shipping (Improvement of Standards) Recommendation, 1976 (No. 155);
- Seafarers' Welfare Recommendation, 1987 (No. 173);
- Labour Inspection (Seafarers) Recommendation, 1996 (No. 185).

The Office has prepared two reports in relation to this item. Report [ILC.111/VII/1](#) contains a questionnaire, which, in accordance with article 52(1) of the Standing Orders of the International Labour Conference, calls for a reply from governments, after consultation with the most representative organizations of employers and workers. Report [ILC.111/VII/2](#) was drawn up on the basis of the replies received and reflects them in substance, together with brief commentaries.

Further details can be found on the [Committee's dedicated web page](#).

**Agenda item VIII:
Proposed Convention and Recommendation concerning
the partial revision of 15 international labour instruments
following the inclusion of a safe and healthy working
environment in the ILO's framework of fundamental
principles and rights at work
(General Affairs Committee)**

At its 110th Session (2022), the International Labour Conference adopted a resolution amending paragraph 2 of the ILO Declaration on Fundamental Principles and Rights at Work (1998) ("the 1998 Declaration") so as to include a safe and healthy working environment in the ILO's framework of fundamental principles and rights at work. The resolution invited the Governing Body to take all appropriate action with a view to introducing certain amendments consequential upon the adoption of the resolution to all relevant international labour standards. At its 346th Session (October–November 2022), the Governing Body decided to place on the agenda of the 111th Session (2023) of the Conference an item concerning the adoption of a Convention and a Recommendation with a view to introducing amendments to specific provisions of 15 instruments, consequential to the amendment of the 1998 Declaration.

The Office prepared a report ([ILC.111/Report VIII](#)) detailing the proposed texts for the aforementioned Convention and Recommendation, as well as a draft resolution for adoption by the Conference.

Further details can be found on the General Affairs [Committee's dedicated web page](#).

**Agenda item IX:
Measures under article 33 of the ILO Constitution to
secure compliance by the Government of Belarus
with the recommendations of the commission of inquiry
(General Affairs Committee)**

At its 346th Session (October–November 2022), the Governing Body decided to place on the agenda of the 111th Session (2023) of the International Labour Conference an item concerning measures under article 33 of the ILO Constitution to secure compliance by the Government of Belarus

with the recommendations of the Commission of Inquiry.⁶ At its 347th Session (March 2023), the Governing Body examined actions to be recommended to the Conference for possible adoption under article 33 of the Constitution, drawing upon previous experience in the case of Myanmar. The measures recommended by the Governing Body are outlined in a draft resolution which the Governing Body approved for transmission to the Conference and would involve the bodies of the Organization; constituents; and other international organizations acting within their own terms of reference. The Governing Body also invited the Government of Belarus to submit any relevant information by 1 May 2023. The Conference is requested to examine, with a view to their adoption in the form of a resolution, one or more of the measures indicated in subparagraphs (a)–(d) of the draft resolution submitted to it by the Governing Body. The Conference has every latitude to add further measures in the light of any developments that have occurred in the meantime.⁷

The Governing Body's decision stems from non-compliance with the recommendations adopted by the Commission of Inquiry appointed in 2003 to examine the observance by the Government of Belarus of the Freedom of Association and Protection of the Right to Organise, 1948 (No. 87) and the Right to Organise and Collective Bargaining Convention 1949 (No. 98). Said recommendations called on the Government to take action to remedy the unsatisfactory application of Conventions Nos 87 and 98. In addition, the Commission considered that many of the basic civil liberties, including freedom of assembly, have been seriously infringed in Belarus. In this respect, the Commission stressed the importance of ensuring the full respect for the basic civil liberties of trade union members and leaders and that without such respect, independent trade unions could not survive.

For a number of years, the Committee on Freedom of Association (CFA), the Committee of Experts on the Application of Conventions and Recommendations (CEACR) and the Committee on the Application of Standards have been expressing a high degree of concern at the lack of progress towards the full implementation of the 2004 Commission of Inquiry recommendations and at the Government's expressed lack of intention to amend the legislation, which the ILO supervisory bodies concluded to be in violation of freedom of association. The ILO supervisory bodies considered that the absence of measures of redress against the violation of trade union rights demonstrated a lack of commitment to ensure the respect for its obligations under the ILO Constitution. In their latest comments and conclusions, the CEACR and the CFA deplored that 18 years later, the recent developments and specifically, the imprisonment of trade unionists and dissolution of all independent trade unions, indicated continuing steps backward as all space for the safe existence of an independent trade union movement in Belarus had virtually disappeared.

Further details can be found on the [Committee's dedicated web page](#).

Registration in committees

All accredited delegates and advisers, including government representatives, who will participate in committees need to register to the Committee meetings. Government representatives are requested to fill in one form per delegation.

Registration of Government, Employers' and Workers' delegates and advisers in committees will be undertaken by each group as per usual practice.

⁶ GB.346/INS/PV, para. 494.

⁷ GB.347/INS/14(Rev.1), para. 7.

In accordance with article 36(4) of the Standing Orders, in addition to the members of a committee, any delegate, or any duly authorized adviser, is entitled to participate with the same rights as the members of the committee except the right to vote.

The Conference approves the initial composition of its committees at its first sitting. With a view to facilitating the work of the Conference and group secretariats, governments, employers' and workers' delegates who intend to participate in committees are asked to complete registration forms in advance and **no later than Sunday, 4 June by 5 p.m. (Central European Summer Time)** and send them to the International Labour Office.

Registration in committees	Email	Fax
Governments	reloff-conf@ilo.org	
Employers	actemp-conf@ilo.org	+41 22 799 89 48
Workers	actrav-conf@ilo.org	+41 22 799 65 70

The registration forms, along with all the relevant information regarding their submission, have been made available for download on the [ILO website](#).

Committee membership will be effective only once the Office has received official credentials in respect of the Government, or the Employer or Worker delegate or adviser concerned.

Please note that changes in the composition of committees registered with the relevant group secretariat **by 5 p.m.** become effective **the following working day of the Conference**.

Please refer to [each Committee's webpage](#) for details regarding their programme of work and any applicable notice to register in advance to take the floor.

► Provisional programme of the 111th Session of the International Labour Conference

This section provides an overview of the provisional programme of the plenary and committees of the International Labour Conference. This provisional programme is subject to endorsement by the Conference, at its opening sitting, and to any changes that the General Affairs Committee may subsequently decide. Any such change will be announced in the Conference Daily Bulletin and the ILO Events App. Please refer to the [Conference website](#) for the latest version of the tentative programme of work.

Group meetings

The meeting of the Government group will take place on **Monday, 5 June from 10 a.m. to 10.50 a.m.**

Workers' and Employers' group meetings will take place according to the schedule communicated by the respective groups.

Opening sitting

Due to ongoing renovations at the Palais des Nations, the Assembly Hall is not available for the holding of the opening sitting of the Conference.

The 111th Session (2023) of the Conference will therefore open on **Monday, 5 June at 11 a.m. Geneva time in room XIX.**

At this opening sitting, delegations will be called on to elect the Officers of the Conference, set up the various committees and take other decisions as needed. The President of the Conference and the Director-General will also make their opening statements. The Chairperson of the Governing Body will also present her report followed by opening addresses by the Chairpersons of the Employers' and Workers' groups.

The opening sitting will consist of the following elements:

- formal opening by the Chairperson of the Governing Body;
- election of the President of the International Labour Conference;
- election of the Vice-Presidents of the Conference;
- nominations of the Officers of the groups;
- constitution of committees;
- delegation of authority to the Officers of the Conference;
- opening statement by the President of the Conference;
- opening statement by the Director-General of the ILO and presentation of his report to the Conference;
- presentation by the Chairperson of the Governing Body of her report;
- opening addresses by the Employers' and Workers' groups' Chairpersons;
- closing of the sitting.

It is worth noting that the seating plan of the opening sitting will be based on **accreditations received by close of business on Saturday, 3 June 2023** (please see the [Accreditation](#) section of this Guide). The sitting will only be open to **up to four members of each delegation (two Government seats, one Employer seat and one Worker seat)**, subject to the maximum number of seats available in room XIX. For this sitting, special badges will be issued and distributed to titular delegates ONLY when collecting their personal Conference badge at the registration desk.

An overflow room will be made available in **room XVII** for other delegates, as well as representatives of international organizations, who will not be able to attend the opening sitting in room XIX due to space limitations. Representatives of observer States are also invited to attend the opening sitting in **room XVII**, where they will find reserved seats with country nameplates.

World of Work Summit: Social Justice for All

The World of Work Summit, convened this year around the central theme of "Social Justice for All", will be a high-level forum for global voices to address the need for increased, coordinated and coherent action in support of social justice, and will provide an opportunity to discuss and inform the proposal to forge a Global Coalition for Social Justice, which was welcomed by the Governing Body of the International Labour Office at its 347th Session (March 2023).

This year's *World of Work Summit: Social Justice for All* will take place in room XX on **Wednesday, 14 June and on Thursday, 15 June.**

More information on the Summit format and participants will be provided in due course on the [Conference website](#).

Adoption of committee reports

It is proposed to commence the adoption of the committees' reports following the closure of the World of Work Summit: Social Justice for All on **Thursday, 15 June**, and on **Friday, 16 June**.

Closing ceremony

The closing sitting of the 111th Session of the International Labour Conference will take place at the Palais des Nations in room XX on **Friday, 16 June**, after the discussion and adoption of the remaining committee reports. The closing ceremony will include addresses by the President and Vice-Presidents of the Conference, as well as by the Director-General of the ILO.

World Day against Child Labour

The Conference will mark the World Day against Child Labour on **Monday, 12 June from 1.30 p.m. to 2.45 p.m. (CEST) in room XX**. This year's event will focus on the link between social justice and child labour.

Full information will be made available on the [Conference website](#).

Speaking in plenary

The Conference has detailed rules on the right to address its plenary, in particular during the discussion of the Reports of the Director-General and of the Chairperson of the Governing Body for which **it is necessary to register in advance**.

Who can speak in the plenary?

Speakers in the plenary must be accredited either as delegates or as "advisers and substitute delegates" acting on behalf of delegates. Please refer to the [Explanatory note on credentials for national delegations](#).

In accordance with article 23.3 of the revised Standing Orders approved by the Conference in June 2021, one delegate or attending minister representing the Government, one delegate representing the Employers and one delegate representing the Workers may participate in the discussion in respect of each Member State. A visiting Head of State or Government may speak in addition to the Government delegate or minister. No speaker may speak in the discussion more than once, except in those cases when a speaker is granted a right to reply by the Conference plenary chairing officer.

How to register for the plenary

- All requests to speak in the plenary must be submitted in advance through the [registration form for the list of speakers for the plenary](#). Information required include the name, country, group (whether government, employer or worker delegate, invited international organization), and contact information of the speaker, including a mobile number in case of urgent need.
- Queries regarding speeches in plenary may be addressed to plenaryspeeches@ilo.org.

Delegates who are registered to speak in person in plenary are requested to send the text version of their speech to plenaryspeeches@ilo.org at least 24 hours before they are scheduled to speak. Pre-recorded statements, however, must be received 48 hours in advance. Please refer to the section on "Format of pre-recorded statements and related technical information" for important details. It is important that the text version clearly indicate:

- (a) the name of the speaker;
 - (b) the name of the delegation;
 - (c) marked "check against delivery".⁸
- Registration will open on **Friday, 12 May** and close on **Wednesday, 7 June** at 6 p.m. (CEST). Requests will be dealt with in the order they are received.
 - Speakers will be notified beforehand by email of the sitting and the approximate time at which the President will give them the floor.

Please note that this concerns registration only for those wishing to take the floor in the Conference plenary during the discussion of the Reports of the Chairperson of the Governing Body and of the Director-General. Requests to speak in plenary during the adoption of Committee reports must be addressed to the Chairperson of the respective committees through their secretariats.

Time limit for speeches

To allow as many speakers as possible to take the floor during the discussion of the Reports of the Chairperson of the Governing Body and of the Director-General, the time limit for speeches is set at a maximum of **five minutes**, in accordance with article 14(4) of the [Standing Orders of the International Labour Conference](#).

This time limit will be strictly applied to all statements.

For participants' information, this time allowance corresponds to approximately **two typewritten double-spaced A4 pages** (or 600 words), read at a speed that allows accurate simultaneous interpretation, that is 120 words per minute.

It is therefore strongly recommended that delegates reduce courtesies to a minimum and enter into the substantive elements of their statements without delay.

Format of pre-recorded statements and related technical information

The 111th Session of the Conference is back to its pre-COVID format and delegates are expected to address the plenary in person.

Delegates will however have the possibility to deliver their statements through a pre-recorded video message, in which case they are requested to take note of the following specifications:

- **Video messages must respect the five-minute limit allotted to interventions.** Video messages exceeding this time limit will be broadcast for five minutes only.
- Video messages must be sent **at least 48 hours before the scheduled speaking time**, together with the text version of the speech, to (plenaryspeeches@ilo.org).
- Technical specifications:
 - (a) format: MP4 format
 - (b) Video codec: H264 (no more than 5 Mbps)
 - (c) Aspect ratio: 16:9 (horizontal, not vertical)

⁸ It should be noted that the interpretation of proceedings serves to facilitate communication and does not constitute an authentic or verbatim record of the proceedings.

- As there might be difficulties in emailing large files directly, speakers may wish to use wetransfer (wetransfer.com), which is a free application, when sending their videos to plenaryspeeches@ilo.org.
- The following information should appear on the subject line of the email: “name of speaker – country – video”. It is important to note, however, that for technical reasons, the name and title of the speaker should be indicated only in the email, and not inserted in the video itself. These will be added by ILO video technicians.
- If the video statement is delivered in any language other than the seven ILO working languages (Arabic, Chinese, German, English, French, Russian and Spanish), the video message should be subtitled in one of the three official languages (English, French or Spanish). A written translation of the speech in one of the three official languages must also be sent in advance for the benefit of the interpreters.
- Please note that there will be **no possibility for live interventions through video conferencing platforms (Zoom)**.

► Registration and participation

Composition of national delegations

Tripartite delegations

Member States' delegations to the International Labour Conference are composed of **four** delegates: **two** Government delegates, **one** delegate representing the Employers and **one** delegate representing the Workers (Constitution, article 3(1)).

Each delegate may be accompanied by advisers (including substitute delegates), who shall not exceed two for each technical item on the Conference agenda and the item on information and reports on the application of Conventions and Recommendations (Constitution, article 3(2)). **At the 111th Session, there are presently seven such items on the agenda (items III, IV, V, VI, VII, VIII and IX); therefore, each Government, Employers' and Workers' delegate to the 111th Session of the International Labour Conference may be accompanied by up to 14 advisers.** In order to allow for a full and equal participation of Government, Employer and Worker representatives, in line with the principles of tripartism, the number of advisers accompanying each of the delegates should be balanced. **Travel and living expenses of delegates and their advisers are to be borne by their respective States (Constitution, article 13(2)(a)).**

Under the Constitution, Member States must ensure that their delegations are fully tripartite and that they remain so throughout the duration of the Conference, in particular for the purpose of voting and approval of reports, which takes place on the last days of the session. Delegates must be able to act in full independence of one another. The non-government delegates must be chosen in agreement with the most representative organizations of employers and workers, respectively, in their respective countries, if such organizations exist (Constitution, article 3(5)).

Gender parity

At the 110th Session of the International Labour Conference (2022), the overall proportion of women delegates and advisers that had been accredited was 36.5 per cent, which remains well below the level required to achieve gender parity (between 47 to 53 per cent of women). Governments and employers' and workers' organizations are asked to bear in mind the resolutions addressing the

participation of women in ILO meetings, adopted by the International Labour Conference at its 60th (1975), 67th (1981), 78th (1991) and 98th (2009) Sessions. Information on the matter is collected and reported periodically to the Governing Body, including on any obstacles encountered, as well as any measures taken to achieve gender parity.

With a view to achieving gender parity in delegations, Governments and employers' and workers' organizations are strongly urged to include a higher percentage of women in their delegations to the Conference, particularly as titular delegates. For full details on the gender balance of participants accredited at the last session of the International Labour Conference, please visit the Conference [web page](#).

Representation of international intergovernmental and non-governmental organizations

The list of organizations invited to be represented as observers and participate in the 111th Session of the International Labour Conference, as approved by the Governing Body, is available in the Appendix to document [GB.347/INS/20](#).

Accreditation

The credentials of national delegations must be deposited with the International Labour Office **21 days** before the opening of the Conference (that is **Monday, 15 May**) to allow sufficient time for the processing of the credentials and visa requests of all participants, respectively, by the Office and the Swiss authorities.

Accreditation of Member States' tripartite delegations (deposit of credentials) and of delegations of invited international organizations and international non-governmental organizations should be done **online** through the Organization's website at www.ilo.org/credentials. Access codes for the online accreditation system have been sent to Member States, through their Permanent Missions (where they exist), in late April 2023. Member States that have not received their codes may request them directly from the Office of the Legal Adviser (credentials@ilo.org).

An **Explanatory note** for national delegations on the deposit of credentials is available on the [credentials website](#), describing the various categories of participants at the Conference and the roles that they play.

The name, titles and functions of members of national tripartite delegations, as well as representatives of international organizations and international non-governmental organizations, are published in real-time on the [credentials website](#).

Registration upon arrival (badges)

Delegates will be able to register and collect their badges from one of the registration desks, provided that their credentials have been received. In order to gain access to Conference premises at the Palais des Nations complex or at the ILO building, all participants must be in possession of a **personalized badge** (which will include a photograph) obtained at the registration desks located at **the ILO building** or at the **Pregny Gate of the Palais des Nations**.

In order to collect their personalized ILC badge at one of these registration desks, accredited delegates are requested to present a valid identity document, containing a photograph and their name in Latin script, issued by countries or other entities recognized by the United Nations.

A registration space will welcome Conference participants at the R3 level (North) of the ILO building. As in previous sessions, participants will also be able to register at the Pregny Gate of the Palais des Nations.

The desk located at the P1 level of the ILO building is reserved for **members of the press**.

Due to prevailing security measures at the Palais des Nations, it will not be possible to accommodate visitors on its premises during the 111th Session of the International Labour Conference. However, it will be possible to follow plenary proceedings of the Conference remotely through the webcast on the ILO website. Those interested in committee work should email reloff-conf@ilo.org, indicating which committee they are interested in, so that they may receive a Zoom link allowing them to follow public sittings of the committee's proceedings.

The opening hours of registration desks are as follows.

Opening hours of registration desks

Dates	Opening hours	Registration desk ILO, R3 North	Registration desk Palais des Nations, Prégny Gate	Registration desk ILO, P1 (press only)
Friday, 2 June	10 a.m. to 4 p.m.	✓	✗	✗
Saturday, 3 June	10 a.m. to 6 p.m.	✓	✓	✗
Sunday, 4 June	10 a.m. to 6 p.m.	✓	✓	✗
Monday, 5 June	8 a.m. to 7 p.m.	✓	✓	✓
Tuesday, 6 June	8 a.m. to 7 p.m.	✓	✓	✓
Wednesday, 7 to Saturday, 10 June	9 a.m. to 5 p.m.	✓	✓	✓
Monday, 12 June and Tuesday, 13 June	9 a.m. to 6 p.m.	✓	✓	✓
Wednesday, 14 June and Thursday, 15 June	9 a.m. to 6 p.m.	✓	✓	✓
Friday, 16 June	9 a.m. to 6 p.m.	✓	✓	✓

Ministers, Vice-Ministers, State Secretaries, Permanent Secretaries, Permanent Representatives and equivalent of ILO Member States and invited Permanent Observer Missions may request either Permanent Mission staff or other officials to register these high-level officials in advance and collect their badges. The following information is required:

- a duly signed written authorization (i.e., note verbale) indicating the name of the authorized individual who will collect the badge and their contact information (ID number and phone number);
- a passport (original or scanned copy) to verify the identity of the high-level official;
- a photograph (in electronic format), if no photo has been uploaded in advance (i.e., through the email validation link which is sent directly to each accredited delegate).

All other individuals must be accredited to the Conference and must collect their own ILC photo badge from one of the registration offices. Access to Conference premises at the Palais des Nations and the ILO building is restricted to persons bearing an ILC photo badge, which must be worn visibly at all times.

Remote participation

Within the scope of the Standing Orders, the following options for remote participation will be made available:

- Plenary sittings will be streamed on the Conference website, as in the past. Delegates who are unable to make their statement in person may do so instead in a pre-recorded video;
- In Committees, online participants may follow the proceedings remotely (passive online access) but will not be able to take the floor. There will be no remote connection for drafting groups.

Documents and information

In line with the ILO greening policy and the objective of 95 per cent of all official documents being distributed exclusively electronically, distribution of documents in paper form will be strictly limited. Please note that all pre-session and in-session documents are posted on the Conference website at www.ilo.org/ilc, as is this Conference guide, and will also be accessible through the ILO Events Application.

Selected documents, including the Daily Bulletin, will be available at the publication and documentation desk in the Serpent area (Palais des Nations).

Note: The Document Distribution Service of the Conference does not dispatch documents or reports for delegates. Delegates are requested to use the Swiss postal services.

Information desk


As of **Monday, 5 June**, an information desk will be open at the Palais des Nations, at Door 40, E building I, **from 10 a.m. to 5 p.m. on weekdays and on Saturday 10 June (from 10 a.m. to 2 p.m.)**. This facility will be available to Conference participants for:

- providing general Conference information to participants regarding venue facilities, the Conference programme and social events;
- the replacement of lost badges and other related services;
- any general inquiries.



Daily Bulletin

During the Conference, a Daily Bulletin containing information on the daily programme of meetings and their venues is made available at the information and distribution desks. It can also be consulted on the Conference website or downloaded as from 11 p.m. the preceding day. The daily meetings schedule may also be consulted through the ILO Events App referred to below.

ILO Events App

 <p>ILO Events App</p>	<p>The “ILO Events” App will allow each registered delegate to receive targeted notifications and updates on the Conference programme of meetings and to access practical information, documents and Conference website links on their mobile devices. It will also allow delegates to communicate with other Conference participants registered in the App.</p> <p>Registered delegates will receive an e-mail invitation to download and log in the ILO Events App when the Office has processed their registration for the Conference.</p>
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Electronic voting system

This year’s Conference will debut a new electronic voting system. In case of a vote, every delegate with the right to vote will be invited to log in to the voting platform using the code they receive by email. This email will also contain a button allowing them to log in without having to enter the code. Active and complete voting sessions will be available by clicking the icon ( or ) in the upper right corner of the page.

If you are authorized by your delegation to cast a vote, please click on an active session and cast your vote.

If you access a voting session by error, exit by clicking on the cross (X), as other members of your delegation may be prevented from casting their vote.

In case you cannot retrieve the email with the link to the voting system or have misplaced your voting code, please contact the ILO electronic vote assistance staff at the voting venue or send an email to ILO_eVote_Assistance@ilo.org.

Social media (DCOMM)

During the 111th Session of the International Labour Conference, the ILO will tweet in English from [@ILO](https://twitter.com/ILO), in French from [@OITInfo](https://twitter.com/OITInfo), and in Spanish from [@OITNoticias](https://twitter.com/OITNoticias).

The official hashtag for this year’s International Labour Conference is:

- #ILC2023 (English)
- #CIT2023 (French)
- #CIT2023 (Spanish)

Delegates who wish to share their thoughts and experiences about the Conference on Twitter and other social media should do so using the hashtags hereabove in their respective language and, when possible, direct tweets to [@ILO](https://twitter.com/ILO), [@OITInfo](https://twitter.com/OITInfo) or [@OITNoticias](https://twitter.com/OITNoticias).

Recommendation

Ensure that the information you are about to share on social media can be made public.

In some committees, the Chairperson may ask delegates to refrain from sharing updates about the discussions on social media or from quoting other delegates directly. Delegates should make sure the session is open to the public before publishing posts on proceedings. If not, delegates should ensure

they understand any instructions regarding social media that committee/meeting chairpersons have provided before sharing posts about committee meetings.

Social media wall

Join the conversation at the International Labour Conference by sharing posts on social media with the hashtag #ILO2023, or upload your message directly to the **digital social wall**. Your messages will appear on the social wall at the Conference seen by delegates from all around the world: <https://my.walls.io/ILC2023>.

Note: The use of online services to publicize ILO information does not entail an endorsement of service providers nor of the terms and conditions these may set out for users.

Livestreaming from plenary sittings

All the plenary sittings of the Conference and the World of Work Summit will be streamed in real time on **ILO Live**, the ILO's new livestream event platform accessible on: live.ilo.org. Recordings of the sessions will be available on the same day together with searchable segments of the individual speakers. You can replay the recordings on ILO Live or download them to share on social media.

Library and information services

During the building renovations, delegates are welcome to contact the Library to make an appointment at library@ilo.org if they require research assistance or would like to learn more about using ILO databases and other information resources.

► Conference services and facilities

Map of Conference premises

A map of the two Conference venues will be made available upon registration or at the information desks. It will also be available on the Conference website and through the ILO Events App. Maps allowing you to find your way around the premises are also available in the annex to the present guide.

Meeting room reservations

Participants wishing to reserve rooms for the purpose of bilateral, multilateral or group meetings on matters related to ILC business may do so in advance by email to the following address: ilcrooms@ilo.org.

Interpretation services

Interpretation services are provided at group, plenary and committee meetings in the seven working languages of the Conference (English, French, Spanish and Arabic, Chinese, German and Russian).

It is worth recalling that **all delegates who are registered to speak in plenary are requested to send an electronic copy of their speech to plenaryspeeches@ilo.org at least 24 hours before they are scheduled to speak**. It is important that the subject of the email includes the name of the

delegation and, if known, the date and time at which the speech will be delivered. This text version will be posted on the Conference website shortly after delivery, and video recordings in the original language, as well as any interpretation into English, French and Spanish, will be available on [ILO Live](#).

Delegates who are registered to speak in technical committees are requested to send an electronic copy of their speeches to the following addresses:

- **Standard setting:** cn-interpret@ilo.org
- **Recurrent discussion:** cdr-interpret@ilo.org
- **General discussion:** cdg-interpret@ilo.org
- **General Affairs Committee:** cag-interpret@ilo.org
- **Committee on the Application of Standards:** can-interpret@ilo.org

Speakers are strongly encouraged to speak at a reasonable pace, in particular when reading statements, so that the interpreters are able to accurately render their message.

It should be noted that the interpretation of proceedings serves to facilitate communication and does not constitute an authentic or verbatim record of the proceedings.

Internet access and cybercafés

Cybercafé at the Palais des Nations

At the mezzanine 2nd floor, in front of door 40.

Wi-Fi access

Conference participants will be able to access the public Wi-Fi network at the Palais des Nations (called “**UNOG-Public-Wifi**”) and at the ILO building (called “**ILO-Public**”).

Catering

At the ILO Building

From Monday to Friday:

- Cafeteria, R2 North: 7.30 a.m. to 5 p.m., for lunch from 11.45 a.m. to 2 p.m.
- Delegates' Bar, R3 South: 8.30 a.m. to 5 p.m.
- Coffee Bar, R1 North: 8 a.m. to 6 p.m. (or until 7.30 p.m. in the event of extended sittings from 6 to 9 June and on 12–13 June).

Saturday, 10 June:

- Cafeteria, R2 North: 7.30 a.m. to 5 p.m., for lunch from 11.45 a.m. to 2 p.m. (reduced service: choice of two dishes).
- Coffee Bar, R1 North: 8 a.m. to 6 p.m.

At the Palais des Nations

The cafeteria at the Palais des Nations, level R, A building will serve a variety of dishes from 11.30 a.m. to 2 p.m. **from Monday, 5 June to Friday, 9 June** and from **Monday, 12 June to Friday, 16 June**. It will be closed on **Saturday, 10 June**.

In the E building, the Serpent Bar at the Palais des Nations will be open from 8 a.m. to 5 p.m. **from Monday, 5 June to Friday, 9 June**, and **from Monday, 12 June to Friday, 16 June**. It will be open from 8 a.m. to 3 p.m. on **Saturday, 10 June**. For the days on which extended meetings or drafting sessions are foreseen, the Serpent Bar will open until 7 p.m.

At lunchtime, the Pasta Corner located behind the Serpent bar will be open from 11.30 a.m. to 2 p.m. **from Monday, 5 to Saturday, 10 June**, as well as **from Monday, 12 to Friday, 16 June**.

Transportation

Shuttle buses between the ILO and the Palais des Nations

A shuttle bus service will circulate at frequent intervals daily between the ILO and the Palais des Nations. **The use of seatbelts in the shuttle bus is mandatory.**

During the ongoing renovations to the ILO headquarters building, this service will run between the *Allée du Centenaire* at R3 level near the pond, and door 40bis at the Palais des Nations. The shuttle runs according to the following schedule:

Monday to Saturday	from 7:30 a.m. until the end of the Committees' sittings
Friday, 16 June	from 7:30 a.m. until the end of the closing sitting

Taxis

Dial +41 22 331 4133 or reserve online at www.taxi-phone.ch or through their mobile app.

Public transportation

For information on Geneva's public transport system, please visit www.tpg.ch or download their mobile app.

Parking

Owing to parking restrictions at the Palais des Nations, delegates are requested to leave their cars in the ILO car park and to use the shuttle service between the ILO and the Palais.

Permanent Missions are kindly requested to refer to the *Note verbale* from the ILO informing them of the procedure for vehicle access to the Palais des Nations and temporary passes for drivers from Diplomatic Missions for the 111th Session of the Conference.

Members of Permanent Missions are requested to park their vehicles in the places reserved for them at the Palais des Nations in the P10 car park opposite door 40 and at the PA-1 underground car park. Parking is limited and when full, no more diplomatic vehicles will be allowed to enter the Palais des Nations.

Door 40 has been reserved for delegates arriving in chauffeur-driven vehicles. Please note that this is not a waiting area for cars, and that mission vehicles may only access the area to **drop off or pick up** passengers. Any vehicle stopping in this area for a prolonged period will receive a warning. Further infringements may result in denied access to the car park.

During the *World of Work Summit: Social Justice for All* on **14 and 15 June**, vehicles will not have access to the P10 car park and should park at the PA-1 underground car park.

Safety, health and well-being

For all emergencies at both the Palais des Nations and ILO Conference sites, call 112 from an internal, fixed telephone (landline).

First aid services

The International Labour Office actively seeks to safeguard participants' health and safety during the Conference.

Conference participants are requested to report to the Conference secretariat any situation they believe to be a safety or health hazard.

The ILO Medical Service (MEDSERV) is available to provide basic medical advice and immediate assistance in case of need. It is situated on R3 level at the North end of the ILO building.

Opening hours are 9 a.m. to 6 p.m., from Monday to Friday.

There is no access for Conference participants to the UNOG Medical Service.

To reach the ILO Medical Service, participants may take the shuttle buses **between the Palais des Nations and the ILO building**.

If a Conference Participant is too unwell to travel on the shuttle bus, they should ask for immediate assistance or call 112 from an internal fixed telephone.

COVID-19 preventive measures

In light of the evolving COVID-19 epidemiological situation and guidance in Geneva and the region, the Office has updated preventive measures at headquarters. The guidance follows WHO recommendations and is regularly reviewed in consultation with the Committee on Occupational Safety and Health (COSH).

General safety and health measures

- Participants should remain vigilant to minimize the risks of COVID-19 transmission and continue to protect vulnerable people.
- The ILO continues to apply all local occupational safety and health regulations and will maintain the existing preventive measures in the building related to ventilation, cleaning, and the provision of hydroalcoholic gel and masks.
- Masks are not required in conference and meeting rooms but remain recommended and will continue to be available at the information and registration desks.
- There is no limit on the number of people in lifts and other shared spaces.
- As the COVID-19 virus is still in circulation, it is recommended to keep a distance of at least one metre from other people whenever possible, to ensure regular hand hygiene and to wear a mask in public transport and crowded indoor spaces.
- Participants are reminded of the importance of respecting those colleagues who may prefer to keep a distance or wear a mask, especially in lifts and wherever space is limited.
- Participants who feel unwell should attend the conference online. If you must attend in person, we would advise that you wear a mask and respect all hygiene measures.

In case of COVID-19 or symptoms

- If you develop symptoms or have a positive COVID-19 test, you should immediately go into isolation. Please **do not** come to MEDSERV.
- Participants who test positive for COVID-19 and are symptomatic are required to observe ten days of isolation from the date of symptom's onset, during which if they are well enough, they can attend the Conference remotely. Participants can return in presence on day six, provided they have no symptoms and tested negative on day five. Rapid-Antigen testing is acceptable. Wearing a mask is strongly recommended from day six to day ten.
- Participants who are COVID-19 positive and asymptomatic are required to observe five days of isolation from the date of the positive COVID-19 test, during which they can attend the Conference remotely if possible. On day six after the positive test, they may return in person if still asymptomatic. No negative test is required. Wearing a mask is strongly recommended when returning in presence from day six to day ten.

In case of COVID-19 contact

- Only close contacts within the household are considered for quarantine.
- Participants who are identified as a contact of a COVID-19 infection should participate remotely and may return to the Conference in person on day six, provided they have not developed symptoms. No negative test is required. Wearing a mask is strongly recommended when returning in presence from day six to day ten.

Disclaimer on COVID-19 measures and guidelines

- WHO has recently announced that COVID-19 is now an established and ongoing health issue which no longer constitutes a public health emergency of international concern. As a result, the preventive COVID-19 measures in place in this guide are subject to change as new advice emerges from WHO.
- The ILC secretariat will inform participants of any changes.

Medical emergencies outside of the UN premises

For medical emergencies outside of the UN premises, call 144 for an ambulance (if you are in Switzerland) or 15 (if you are in France), or go to the closest emergency medical service immediately.

Links to medical services in Geneva and France

Geneva

Link to clinics in Geneva: <https://smarthug.ch/urgence>

Medical centres in Geneva:

<https://www.medbase.ch/en/centers/detail/medbase-geneve-gare-cornavin/>

<https://www.magellan.ch/en/>

<https://arsante.ch/centres-de-competence/>

France

Hospitals in France:

Centre Hospitalier Annecy Genevois	Tel.: +33 (0) 4 50 49 65 65	Chemin du Loup, BP 14110, 74164 Saint-Julien-en-Genevois Cedex
Hôpital Privé Pays de Savoie, Annemasse	Tel.: +33 (0) 4 50 83 43 43	19, avenue Pierre Mendès France, 74105 Annemasse

Additional links

- SOS Médecins Suisse: <https://www.sos-medecins.ch/wdp/>
- SOS Médecins France: <https://sosmedecins-france.fr/>
- Doctor's directory in Canton of Geneva: <https://amge.ch/>
- Online appointments: <https://www.onedoc.ch/en/>

Insurance coverage

The ILO does not provide participants with any insurance cover for accident or illness while journeying to or from Geneva or during the period of the Conference. It is therefore essential that all participants ensure that they have adequate medical and accident insurance coverage before travelling to Geneva. Full medical services, both general and specialist are available in the city of Geneva but delegates are reminded to bring sufficient supplies of their usual medication.

Smoke-free policy

Smoking is not permitted inside the Palais des Nations nor inside the ILO building. It is only allowed in the outdoor **designated areas**. For the health and well-being of all, we kindly request you to not smoke close to the entrance doors.

Delegates with disabilities

Both the Palais des Nations and ILO premises are accessible and as far as possible inclusive for all. The maps indicate the location of toilets and other facilities. A shuttle is also available to facilitate transfers from the ILO to the Palais des Nations. Should you need any particular accommodation for hearing or visual impairment or for assistance including in case of emergency or evacuation, please contact CMU@ilo.org or telephone: +41 22 799 67 67.

Nursing facilities

The ILO Medical Service (MEDSERV) manages a breastfeeding room located outside the entrance to MEDSERV at R3 North. Any staff and conference participants who would like to use this facility must register initially with one of the nurses by contacting by email infirmary@ilo.org or calling +41 22 799 7133.

Prayer room

A room is available for prayer and meditation on the ground floor of Building E in the Palais des Nations, next to office E.105. There is also a prayer room for the use of delegates at the ILO, office R2-20 North side near the photo booth.

Anti-harassment policy

The ILO is committed to ensuring a workplace that is free from any form of harassment, in particular sexual harassment. ILO anti-harassment policies apply to all ILO officials, anyone working with the ILO or on ILO premises, as well as delegates and other people attending ILO events. If you feel that you are being harassed or see it happening to others, speak up! You may consider contacting any of the following services for guidance and support:

Mediator: mediator@ilo.org

Staff Welfare Officer: menes@ilo.org

Medical Service: medical@ilo.org

Human Resources Department: oneill@ilo.org

Staff Union: syndicat@ilo.org

Bank

UBS has offices located in both the ILO building and at the Palais des Nations, as well as ATM machines available at all times.

At the ILO

- Tel. +41 22 929 15 88
- Opening hours: Monday through Friday
 - from 9 a.m. to 5 p.m.

At the Palais des Nations

- Tel: +41 22 919 22 11
- Opening hours: Monday through Friday
 - from 8:30 a.m. to 4:30 p.m.

Post office

The post office at the ILO building has closed. Nevertheless, delegates can still access the postal services at the Palais des Nations, now located at the SAFI store (on the building ground floor), open from Monday to Friday, between 11.30 a.m. and 6.30 p.m.

Lost and found

At the Palais des Nations, please contact the information desk at Door 40, E building.

At the ILO, contact the Control Centre (R3-14 North) by dialling 8014 or 8015 (internal) or +41 22 799 8015 (external).

Luggage

In view of the constant reinforcement of security and safety measures, it is reiterated that it is forbidden to leave luggage or parcels unattended.

Delegates are kindly reminded that **they are not permitted to bring voluminous luggage into the United Nations premises** (only aeroplane cabin-sized bags will be allowed). Furthermore, they will not be authorized to transport voluminous luggage in the shuttle buses.

A dedicated area (with very limited capacity) for depositing luggage will remain available at the ILO building. Deposits in this room are the sole responsibility of the depositor; the ILO will decline all responsibility in case of loss or theft.

Find your way around the ILO building

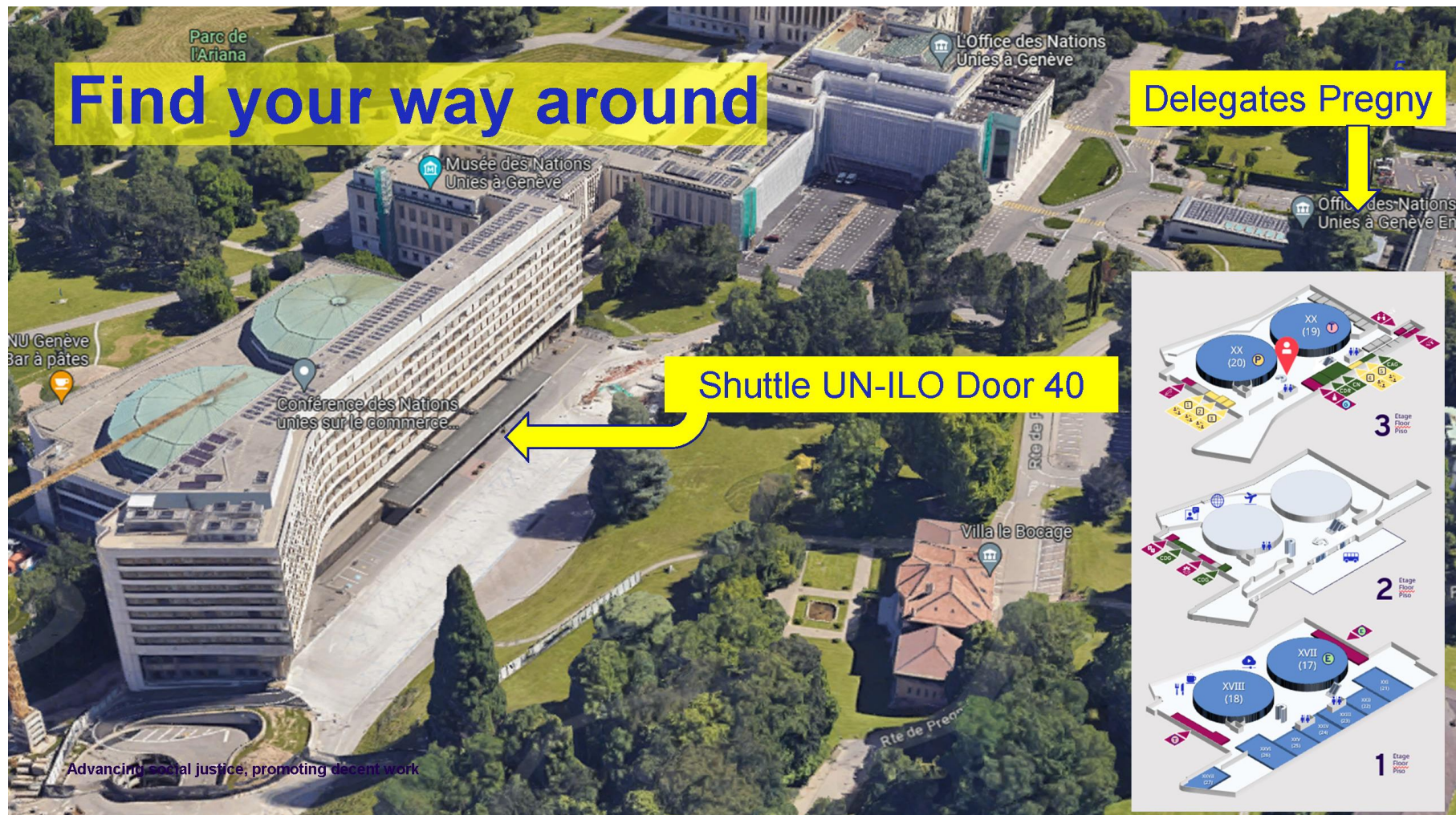
Find your way around



Advancing social justice, promoting decent work

Source: Map data © 2023 Google Switzerland.

Find your way around the Palais des Nations



Source: Map data © 2023 Google Switzerland.

Map of the ILO building

