

## General Affairs Committee

Date: 30 May 2023

### ► Information note

The General Affairs Committee will meet Monday 5 June in the afternoon and, if necessary, will reconvene for one or more additional sittings as of Tuesday 6 June, as required to complete its work.

### Participation

1. In accordance with the [Arrangements for the 111th Session \(2023\) of the Conference](#), approved by the Governing Body, the committee will be conducted fully in person. Only passive online access will be available upon request at [cag@ilo.org](mailto:cag@ilo.org).

### Requests for the floor

2. To ensure efficient time management, all speakers wishing to take the floor should register in advance before each sitting. A form will be made available on the [Committee's web page](#) to facilitate this process. Completed forms should reach the secretariat: [cag@ilo.org](mailto:cag@ilo.org) at least **24 hours before the sitting (5 June)**.
3. While online participants may follow the proceedings, physical presence in the Committee room will be required to take the floor.

### Speaking time limits

4. The following time limits have been agreed by the Officers of the Committee:
  - Vice-Chairpersons: **10 minutes**;
  - Government members speaking on behalf of a regional group or of several Committee members: **5 minutes**;
  - Government members making individual statements: **3 minutes**;
  - Spokespersons of international organizations: **2 minutes**;
  - International non-governmental organizations (subject to the permission of the Officers) (see paragraph 5 below): **2 minutes**.

To guarantee accurate and faithful interpretation and reflection in the Committee's report, it is recommended that all statements reach [cag@ilo.org](mailto:cag@ilo.org) by 13:30 before the sitting on 5 June.

## Requests to take the floor by international non-governmental organizations

5. Information about participation in the Conference is available on the [website](#).
6. Any requests from international non-governmental organizations must reach the Secretariat by **Friday, 2 June at 10:00**. These requests will be shared with the Chairperson and Vice-Chairpersons of the Committee for approval on Monday, 5 June.