



► Information for delegates registered in the Recurrent Discussion Committee: Employment of the 110th Session of the International Labour Conference (2022)

Tentative plan of work

- The [tentative plan of work](#) for the Recurrent Discussion Committee: Employment (CDR) has been posted on the Committee web page.
- The Daily Bulletin, as well as the ILO Events Application, will include announcements of Committee sittings and any changes to the schedule.

Registration in the Committee

- If, after submission of your credentials and registration in the Committee, you have not received emails from "ILO/OIT <no-reply@zoom.us>" with invitations to join the meetings in which you have registered the day before the start of the meeting, please contact one of the following email addresses, depending on the group you belong to:
 - Governments and invited international organizations: reloff-conf@ilo.org;
 - Employers: actemp-conf@ilo.org;
 - Workers: actrav-conf@ilo.org.

Zoom links platform

- You will receive the links necessary to follow the various meetings of the Conference in individual invitations from "ILO/OIT <no-reply@zoom.us>", sent to the email address provided with your accreditation to the Conference.

Please make sure that the "ILO/OIT <no-reply@zoom.us>" email address is on the white list of your email account (i.e. that it is a trusted sender that will not go to the junk or spam folders).

- Separate invitations will be sent to connect to each of the plenary, committee and group meetings. These invitations will be valid throughout the Conference for plenary, group and committee meetings.
- A [Quick guide for remote participation in the 110th Session of the International Labour Conference \(2022\)](#) is available.

Request for the floor in committees

- To ensure efficient time management of the general discussion, it is proposed that all speakers register in advance of the sittings.
- Please use the [form](#) available on the Committee's webpage to register on the list of speakers.
- Regarding the general discussion on 30 May and 31 May, please also indicate the point for discussion during which you wish to take the floor. Please refer to the [tentative plan of work](#) posted on the Committee web page.
- Requests to take the floor should be sent to the Committee secretariat: cdr@ilo.org.
- Completed forms should reach the Secretariat: cdr@ilo.org at least **24 hours ahead of the first sitting**.
- In Zoom, the floor can be requested by either raising a virtual hand or through the chat.
- Should you wish to raise a point of order or request the right of reply in committees, if you are participating through Zoom, please do so through the chat function, indicating whether it is a point of order or a request for the right of reply. In the latter case, please also indicate the intervention in respect of which the right of reply is sought.

Statements made on behalf of groups of governments

- All statements made by Government members on behalf of a regional group or members of an intergovernmental organization, unless otherwise specified, will be reported as having been made on behalf of all Governments members of the group or organization in question who are members of the ILO and are attending the Conference.
- When speaking on behalf of only a few members of such a group, please indicate this clearly when taking the floor.

Time limits for speeches during the general discussion segment, 30-31 May 2022

- Due to the restricted time for the general discussion segment, the Officers of the Committee suggest differentiated speaking time limits.
- For Opening statements and general discussion on point for discussion 1:
 - Opening statement and general discussion on point for discussion 1 to be combined into one statement.
 - The Vice-Chairpersons will have 10 minutes for their initial statements and 5 minutes at the close of point for discussion 1.
 - Delegates speaking on behalf of regional groups and on behalf of several Committee members will have 7 minutes.
 - Delegates not speaking on behalf of several Committee members will have 3 minutes.
 - Spokespersons of international organizations will have 3 minutes.
- For points for discussion 2 and 3:

- The Vice-Chairpersons will have 10 minutes for their initial statements for each point for discussion and 5 minutes at the close of each point for discussion.
- Delegates speaking on behalf of regional groups and on behalf of several Committee members will have 7 minutes for each point for discussion.
- Delegates not speaking on behalf of several Committee members will have 2 minutes for each point for discussion.
- Spokespersons of international organizations will have 2 minutes for each point for discussion.

Participation of International Non-Governmental Organizations (INGOs) in Committees

- Requests to take the floor need to be approved by the Officers.
- A separate [Information Note](#) is available for INGOs.

Drafting Group on conclusions Committees

- The Drafting Group on conclusions will be composed of:
 - Eight Government, eight Employer and eight Worker members.
 - Eight Government representatives, eight Employers and eight workers will be allowed to follow the proceedings of the Drafting Group as observers.
- Nominations of the Drafting Group members and observers for each of the groups should reach the secretariat **by Tuesday 31 May at 10:00 CEST** in order to ensure their election by the Committee.
- The working language of the Drafting Group will be English, with interpretation (English, French and Spanish). The Draft outcome document will be provided in the three working languages, however, discussion and work during the Drafting Group will be done following only English text of the tentative Outcome document. French and Spanish versions of the text, as revised, will be shared daily following the meeting.

Reporter of the Committee

- The Committee will elect its Reporter, who will present the results of the Committee deliberations to the Conference plenary on its behalf. The Reporter may be either a delegate or an adviser.¹ As has been general practice, the Reporter is usually from the Government group.
- The Government nomination for the Reporter should reach the Committee secretariat **by Tuesday 31 May at 10:00 CEST** in order to ensure election by the Committee.

¹ Standing Orders of the Conference, article 37(3).

Decision-making and votes in Committees

- In accordance with the Operational arrangements for the 110th Session of the International Labour Conference (27 May–11 June 2022)², the adoption of decisions by the plenary and in committees is normally made by consensus. Should consensus not be possible in respect of any such decisions, the decision will be made by the method of voting determined in accordance with the Standing Orders, using the existing electronic voting system at the Conference to permit delegates attending remotely to participate in the vote. In case of a vote by show of hands, to replicate, as far as possible, the conditions of an in-person meeting, the chairing officer will announce, in addition to the global results, the results of the show of hands in each of the three constituent groups.

Interpretation

- To guarantee accurate and faithful interpretation in a virtual environment, please send your statement at least the day before to: cdr-interpret@ilo.org.

Use of social media

- All delegates are requested to refrain from posting any information on social media about the Committee proceedings during its work.

Contacting the Committee secretariat

- The Committee secretariat can be contacted by email at: cdr@ilo.org.

² ILC.110/D.1 Operational arrangements for the 110th Session of the International Labour Conference (27 May–11 June 2022).