



## **Briefing note for the Government Group**

### **Purpose**

The purpose of the Forum will be to discuss ways to address wages and working hours in the TCLF industries, taking into account the national contexts and the related international labour standards, with a view to adopting points of consensus that would inform future policy development.

### **Composition**

The ILO Governing Body decided that the Forum should have the following composition:

- Participants from Governments of all ILO member States that wish to attend;
- Ten employer participants nominated by the Employers' group of the Governing Body;
- Ten worker participants nominated by the Workers' group of the Governing Body.

Intergovernmental organizations, and international non-governmental organizations, as approved by the Governing Body, have also been invited to attend the Forum as observers.

### **Officers of the Forum**

The Officers of the Forum comprise the Chairperson, and three Group coordinators of the Forum.

The Chairperson of the Forum is designated by the International Labour Office, in accordance with recent GB decisions.

The Group coordinators of the Forum are nominated by Government, Employer and Worker Groups. They consult with the Chairperson in relation to procedural and other questions. Group coordinators chair the meetings of their respective groups and can speak for group, if and when the group so wishes.

### **Outputs of the Forum**

The expected outputs of the Forum are:

- a) a document titled *Points of consensus* (2-3 pages), which is drafted by the Office and amended and adopted by the participants of the Forum, as appropriate, and
- b) a Final *report* (20-25 pages) outlining the statements made during the discussion.

The draft *points of consensus* will be based on the discussions during the plenary sessions. They will comprise elements that were of central importance to tripartite participants, and to which no categorical objections were made. The draft *points of consensus* will be produced by the Office in English, French and Spanish, for discussion in the last group meetings

(scheduled for 25 September at 09.30) prior to their discussion and adoption in the final Plenary sitting.

All the interventions made during the plenary sitting will be recorded and the summary of this discussion will be reproduced in a *Report of the discussion*. The draft report will be sent to participants electronically in English, French and Spanish after the end of the Forum. Participants will be able to make amendments to statements attributed to them within a deadline indicated in the accompanying e-mail.

The *Report of the discussion* (together with the *points of consensus*, if adopted) will be submitted to the ILO Governing Body in March 2015.

### **Proposed points for discussion**

The Office has prepared a set of points for discussion of the Forum. The programme of work and the deliberations of the Forum are structured around the [points for discussion \(GDFTCLI/2014/4\)](#). These points for discussion are proposed by the Office. They take into account the Forum's purpose decided upon by the Governing Body and informal consultations with the Employer and Worker Groups, as well as the Governmental Regional Coordinators.

### **Timetable**

The programme of the GDF is set out in the [draft timetable \(GDFTCLI/2014/3\)](#).

### **Group meetings**

Group meetings are scheduled during the Forum in order for the tripartite groups to prepare for the plenary sessions, and to develop a group position, if and when the group so wishes.

#### **First group meeting (23 September 09.00-11.00)**

The proposed agenda for the first group meeting of the Government group:

- Welcome and briefing (conducted by a member of the ILO Secretariat)
- Designation of the Government group coordinator
- Preparation for the first point for discussion

#### **Second, third and fourth group meetings (23 September 14.30-15.30, 24 September 09.00-10.00 and 14.30-15.30)**

The second, third and fourth group meetings are typically dedicated to the discussion within the Government group on the second, third and fourth point for discussion. The Group can prepare and develop a group position, if appropriate. The Group meetings will be chaired by the Government group coordinator.

#### **Final group meeting (25 September 09.30-12.30)**

The final group meeting is dedicated to the discussion of the draft *points of consensus*. The draft *points of consensus*, prepared by the Office, will be made available in English, French and Spanish, for the final group meetings on 25 September at 09.30.

The Government group can prepare and develop a group position, if appropriate. The draft points of consensus will be discussed and adopted in the final plenary sitting consensually and paragraph by paragraph.

## **Plenary sittings**

The Forum will have its discussion in the plenary sessions. There will be five plenary sessions during the Forum.

### **First sitting (23 September 11.30-13.00)**

The agenda of the first sitting of the Forum is as follows:

- Welcome by the Secretary-General and the Chairperson
- Designation of Group coordinators for the Forum
- Adoption of proposed points for discussion
- Adoption of draft timetable
- Presentation of the Issues paper
- General statements
- Start of discussion of point for discussion 1

### **Second, third and fourth sittings (23 September 15.30-18.30, 24 September 10.00-13.00 and 15.30-18.30)**

The plenary discussion is structured around [points for discussion \(GDFTCLI/2014/4\)](#) as set out in the [timetable \(GDFTCLI/2014/3\)](#).

The format for the discussions will follow ILO practice by beginning with the social partners and then giving the floor to governments. If a Government wishes to take the floor, the representative may please raise his/her card. Interventions are encouraged to be no longer than 5 minutes.

If possible, copies of the statement should be provided to the Secretariat before the start of the intervention, so that the interpreters can be given copies. Alternatively, statements can be sent by e-mail to [interpret@ilo.org](mailto:interpret@ilo.org).

### **Last sitting (25 September 14.30-17.30)**

The final plenary sitting is for the consideration and adoption of *draft points of consensus*.

Consideration of the draft *points of consensus* will be given to the draft, paragraph by paragraph. The Forum can decide to amend the draft. It adopts the draft points consensually.

If a paragraph might not find consensus, the Chairperson could allow for amendments to be suggested from the floor. Should these amendments not find consensus, the amendment would fall and the text, as originally drafted, would remain.

## For more information

### Sectoral Activities Department

The Sectoral Activities Department (SECTOR) promotes decent work in specific economic and social sectors by supporting ILO constituents in addressing the needs and challenges of different sectors at the global, regional and national levels.

The sectoral approach to decent work cuts across the entire Decent Work Agenda. The Department's work includes:

- promoting and supporting the ratification and implementation of international labour standards;
- facilitating consensus among the ILO's tripartite constituents on sector-specific policies and practices through the organization of tripartite meetings;
- developing knowledge and sharing information on key labour and social trends at industry level through action-oriented research;
- building capacity of tripartite constituents and implementing technical cooperation projects; and
- enhancing policy coherence on the promotion of decent work in specific sectors through partnerships with other United Nations agencies and multilateral organizations.

### Groupings of sectors

#### Agriculture, food and forestry

- Agriculture, plantations, other rural sectors
- Food, drink, tobacco
- Forestry, wood, pulp, paper

#### Energy and mining

- Mining
- Oil and gas production; oil refining

#### Manufacturing

- Basic metal production
- Chemical industries
- Mechanical and electrical engineering
- Transport equipment manufacture
- Textiles, clothing, leather, footwear

#### Infrastructure, construction and related industries

- Construction

#### Transport

- Shipping, ports, fisheries, waterways;
- Transport (air, road, rail)

#### Private sector services

- Commerce
- Financial services
- Hotels, catering and tourism
- Media, cultural, graphical
- Postal
- Professional and management staff
- Telecoms, IT and business services

#### Public services, utilities and health

- Health services
- Municipalities
- Police and fire fighters
- Public administration
- Utilities (water, gas, electricity)

#### Education and research

- Pre-school and child-care
- Compulsory schooling (Primary/Secondary)
- Vocational training; Higher Education and Research
- Non-teaching Personnel

[www.ilo.org/sector](http://www.ilo.org/sector)

## **Global Dialogue Forums**

Further information on the purpose and functioning of Global Dialogue Forums (GDFs) can be found in the ILO Governing Body documents:

312<sup>th</sup> Session of the GB: Global dialogue forums: Lessons learned

[http://www.ilo.org/gb/GBSessions/GB312/pol/WCMS\\_163825/lang--en/index.htm](http://www.ilo.org/gb/GBSessions/GB312/pol/WCMS_163825/lang--en/index.htm)

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