

Meeting of Experts on Defining Recruitment Fees and Related CostsGeneva
14-16 November 2018**Tentative Plan of Work**

Date and time	Programme details
Wednesday, 14 November	
08:00 – 08:45	Registration
09:00 – 11:00	Group meetings
11:00 – 13:00	Plenary sitting Appointment of the Officers Adoption of the tentative plan of work Opening statements Statements by observers
13:00 – 14:30	<i>Lunch</i>
14:30 – 15:30	Group meetings
15:30 – 17:00	Plenary sitting (continued) Introduction of the Report and draft definition by the Office Discussion
17:00 – 18:30	Drafting session 1 <i>Proposed definition of recruitment fees and related costs</i> - I. Scope (paras 1-4)
18:35 – 20:00	<i>Reception offered by the ILO</i>
Thursday, 15 November	
09:00 – 10:00	Group meetings
10:00 – 13:00	Drafting session 2 <i>Proposed definition of recruitment fees and related costs</i> - I. Scope (continued – if necessary) - II. Definition of recruitment fees and related costs (para 5) - II. A. Recruitment fees (para 6)
13:00 – 14:30	<i>Lunch</i>
14:30 – 15:30	Group meetings

Date and time	Programme details
15:30 – 18:30	Drafting session 3 <i>Proposed definition of recruitment fees and related costs</i> - II. A. Recruitment fees (para 7) - II. B. Related costs (para 8 (i) - (iii))
19:00 – 22:00	Drafting session 4 <i>Proposed definition of recruitment fees and related costs</i> - II. B. Related costs (para 8 (iv) & (v))
22:30 – 00:00	Extended night sitting (if necessary)

Friday, 16 November	
09:00 – 10:00	Group meetings
10:00 – 13:00	Drafting session 5 <i>Proposed definition of recruitment fees and related costs</i> - II. B Related costs (para 8 (vi) – (viii))
13:00 – 14:30	<i>Lunch</i>
14:30 – 15:30	Group meetings
15:30 – 18:30	Drafting session 6 <i>Proposed definition of recruitment fees and related costs</i> - II. B. Related costs (Para 8 (ix) & (x) and Para 9)
19:00 – 19:30	Plenary sitting Adoption of definition of recruitment fees and related costs Closing remarks
