



SECOND ITEM ON THE AGENDA

Optimal use of space at headquarters

1. At its 285th Session (November 2002), the Subcommittee had before it a paper¹ outlining the recommendations of the Geneva architects, Jacques Schaer and Christine Sjoestedt, commissioned to examine the occupancy of the ILO headquarters building. The present document provides an update on the question.
2. In the paper, the architects strongly advised that the ILO accelerate efforts to bring the headquarters building into line with current building Swiss or European directives, as the materials and fittings used presently no longer conform to the relevant standards. On the recommendation of the Subcommittee, the Governing Body requested that the Office produce a detailed proposal for the refurbishment and use of the internal layout of the building, taking into consideration fire and other safety measures, along with a reorganization of the office internal space in the light of new technologies, ergonomics and provisions for open-plan offices.
3. The architects have therefore initiated a comprehensive study on office space utilization in the headquarters building, and this work is presently ongoing. At the same time, the Office is carrying out a comprehensive survey of current building occupancy with a view to obtaining a clear picture of the utilization of the building. This will permit a detailed analysis of the building's present occupancy and provide a keystone for the projection of future needs in this regard.
4. In view of the time required to carry out this detailed survey, a full report will be presented to the Subcommittee at the next Governing Body session in November 2003. The report will include comprehensive information regarding the occupancy at headquarters and recommendations on the renovation work required, and the rationalization of office space. In the interval, therefore, the broad results of the survey together with rough cost estimates will be presented to the Subcommittee at its present session. This information should enable the Subcommittee to offer more guidance to the Office in respect of the work to be carried out.

Geneva, 25 February 2003.

¹ GB.285/PFA/BS/2.