

**FOR DECISION**

## THIRD ITEM ON THE AGENDA

**Governing Body committees  
and various bodies****(a) Appointment of Governing Body  
committees and bodies****Committees**

1. Following the elections to the Governing Body at the International Labour Conference, it is necessary for the Governing Body at the present session to appoint the members of its standing committees and of various other bodies from the ranks of its regular and deputy membership. The Governing Body adopted its current committee structure at its 256th (May 1993) Session.<sup>1</sup> Details of the committees and the work of the Governing Body are given in the attached *Guide to the reforms in the procedure and functioning of the Governing Body and its committees*. It is proposed that the Governing Body could now decide that there will be, as earlier, a Committee on Sectoral and Technical Meetings and Related Issues (STM) and note at the same time that in light of earlier discussions, including at its 292nd (March 2005) Session, the mandate of this Committee could be expanded. The Committee will deal with this question in November so that the Governing Body can take a final decision at that time.
2. Accordingly, the standing committees would be the following:
  - *Committee on Freedom of Association (CFA)*;
  - *Programme, Financial and Administrative Committee (PFA)*;
  - *Committee on Legal Issues and International Labour Standards (LILS)*;
  - *Committee on Employment and Social Policy (ESP)*;
  - *Committee on Sectoral and Technical Meetings and Related Issues (STM)*;
  - *Committee on Technical Cooperation (TC)*.

<sup>1</sup> GB.256/13/24.

The committee structure also provides for the Committee on Legal Issues and International Labour Standards to establish a *Subcommittee on Multinational Enterprises*, which has traditionally been appointed directly by the Governing Body.

3. The Committee on Freedom of Association has a fixed membership of three titular members and three deputies from each group. Its Chairperson is appointed from outside the Governing Body in an individual capacity. It is proposed that the aforementioned Subcommittee on Multinational Enterprises have a fixed composition of eight regular and eight substitute members from each tripartite group.<sup>2</sup> The Building Subcommittee of the Programme, Financial and Administrative Committee has a composition of two members, plus two substitutes, from each group. No limitations apply to the composition of the other committees.
4. At the 292nd (March 2005) Session, a proposal was made to create an Information and Communications Technology Subcommittee of the Programme, Financial and Administrative Committee. The Subcommittee would assist the PFA in the governance of the ICT policies of the Office and would review and discuss substantive ICT issues that have a direct impact on the budget, with a view to making recommendations for consideration by the PFA. In order for the ICT Subcommittee to operate within existing resources, the conditions and membership of the ICT Subcommittee should be analogous to those of the Building Subcommittee. Accordingly, it would have a composition of two members, plus two substitutes, from each group. The ICT Subcommittee would meet at least once a year.
5. As decided by the Governing Body at its 265th (March 1996) Session,<sup>3</sup> the Working Party on the Social Dimension of Globalization (formerly the Working Party on the Social Dimensions of the Liberalization of International Trade) is an open-ended committee of the whole and the Governing Body is hence not required to appoint any of its members. The Working Party was established as part of the follow-up to the Conference debate of 1994.
6. *The Governing Body is invited –*
  - (a) *to appoint the members of the standing committees as described in paragraphs 1, 2 and 3 above for the 2005-08 period;*
  - (b) *to reconstitute the Subcommittee on Multinational Enterprises as described in paragraphs 2 and 3 above and appoint its members;*
  - (c) *to approve the reconstitution of the Building Subcommittee of the Programme, Financial and Administrative Committee, as described in paragraph 3 above and to authorize the Officers of the Programme, Financial and Administrative Committee to proceed to the appointment of the members of the Subcommittee;*
  - (d) *to approve the establishment of the Information and Communications Technology Subcommittee of the Programme, Financial and Administrative Committee, as described in paragraph 4 above and to authorize the Officers of the Programme, Financial and Administrative Committee to proceed to the appointment of the members of the Subcommittee.*

<sup>2</sup> GB.292/11.

<sup>3</sup> GB.265/WP/SDL/D.1 and oral report by Ms. Hartwell, Chairperson of the Working Party.

## Other bodies

### ***Board of the International Institute for Labour Studies***

7. At its 265th (March 1996) Session the Governing Body adopted the following provisions concerning the composition of the Board:

*ARTICLE II*

*THE BOARD OF THE INSTITUTE*

1. There shall be a Board of the Institute which shall consist of –
  - (a) the Director-General of the International Labour Office, who shall be Chairman of the Board;
  - (b) twelve members to be appointed by the Governing Body from among its own members, four from each of the three groups, for terms of up to three years concurrently with their membership of the Governing Body.
2. The Board may appoint an Executive Committee from among its members and empower this Committee to transact certain business on behalf of the Board. The Executive Committee shall consist of four members, one appointed from each group and the Director-General of the International Labour Office, who shall be Chairman of the Executive Committee and convene it as required.
3. The Secretary-General of the United Nations and the Director-General of the United Nations Educational, Scientific and Cultural Organisation shall be invited to appoint representatives to express their views and to participate, without vote, in the deliberations of the Board. The Conseiller d'État in charge of the Département de l'Instruction Publique of the Republic and Canton of Geneva shall also be invited to participate, without vote, in the deliberations of the Board.
4. The Board of the Institute shall in principle meet once a year during the autumn session of the Governing Body; it shall be convened by the Director-General of the International Labour Office.

- 8. The Governing Body is invited to appoint 12 of its members, four from each of the three groups, as members of the Board of the International Institute for Labour Studies for a period of three years.***

### ***Board of the International Training Centre of the ILO, Turin***

9. Article III, paragraph 2 of the Statute of the International Training Centre of the ILO, Turin states –

The Board shall consist of:

[...]

- (c) twenty-four members appointed by the Governing Body of the International Labour Office from amongst its own members; 12 from the Government group, including 6 from among the representatives of the 10 Members of the International Labour Organization of chief industrial importance; 6 from the Employers' group; and 6 from the Workers' group. These members shall be appointed for terms of three years unless their membership of the Governing Body of the International Labour Office ends sooner;
- 10. The Governing Body is invited to appoint 24 of its members – 12 from the Government group (including six from among the representatives of the ten Members of the International Labour Organization of chief industrial***

*importance) and six from each of the other two groups – as members of the Board of the International Training Centre of the ILO, Turin for a period of three years.*

Geneva, 7 June 2005.

*Points for decision:* Paragraph 6;  
Paragraph 8;  
Paragraph 10.

**INTERNATIONAL LABOUR OFFICE**

**Guide to the reforms in the procedure  
and functioning of the Governing Body  
and its committees**

Geneva, June 2005 (updated)

## Procedure and functioning of the Governing Body and its committees

The following is a summary of the reforms introduced in the operation of the Governing Body as a result of its decision at its 256th (May 1993) Session, updated to include references to subsequent practice and other bodies created since then, as well as to recommendations made in the course of recent discussions in the Governing Body.

### I. Frequency and timing of Governing Body sessions

1. The Governing Body's work is distributed between a full autumn (November) session and another in the spring (March-April). In addition, the Governing Body also holds a one-day session in June after the Conference.
2. The *Committee on Freedom of Association* in addition meets during the week preceding the opening of the General Conference and its report is adopted by the Governing Body during the brief session which is held in June.
3. Governing Body sessions will usually last three days, and are preceded by full group meetings. The committees meet during the previous week at ordinary sessions, and during the previous two weeks at the spring sessions when the programme and budget proposals are examined.

### II. Governing Body committees

4. The Governing Body has six committees. Furthermore, it may establish, as and when necessary, working parties responsible for examining specific questions.
5. These committees are the following:
  - the *Committee on Freedom of Association (CFA)*, which meets in private sitting at every Governing Body session and just before the Conference, is responsible for complaints submitted to the Governing Body alleging violations of freedom of association and for representations that concern such issues; its Chairperson is appointed from outside the Governing Body in an individual capacity;
  - the *Programme, Financial and Administrative Committee (PFA)*, which normally meets at the spring and autumn sessions, and as required at the June session, is responsible for financial and general administrative matters and for personnel questions. All questions concerning the allocation of expenses among member States are handled by the Government members of the Committee, who meet in private sitting, and their recommendations are submitted direct to the Governing Body under the item on its agenda concerning the reports of the PFA. The PFA has a *Building Subcommittee (PFA/BS)*, which is responsible for matters concerning ILO premises. It has also been recommended that it establish an Information and Communications Technology Subcommittee (*PFA/ICTS*) to work in analogous conditions; the ICT Subcommittee would assist the PFA in the governance of the ICT policies of the Office and would review and discuss substantive ICT issues that have a direct impact on the budget, with a view to making recommendations for consideration by the PFA.

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- the *Committee on Legal Issues and International Labour Standards (LILS)*, whose mandate is to consider matters relating to –
    - Standing Orders (Conference, Governing Body, regional meetings, sectoral committees, etc.);
    - the ILO’s standards-related activities and procedures, including the approval of report forms for ILO Conventions and Recommendations and the selection of instruments for article 19 reporting;
    - action relating to the protection of human rights, with particular reference to the elimination of discrimination on the basis of race and gender;
    - international legal instruments and judicial decisions affecting the ILO’s standards-related activities;
    - legal agreements concluded by the ILO with other international organizations (except in the area of technical cooperation, which fall within the competence of the Committee on Technical Cooperation);
    - the *Subcommittee on Multinational Enterprises (MNE)*, which reports direct to the Governing Body, examines the effect given to the Tripartite Declaration of Principles concerning Multinational Enterprises and Social Policy (in particular the reviews of the follow-up to the Declaration); considers requests for interpretation of the Tripartite Declaration; and monitors activities of the ILO and other organizations regarding multinational enterprises, it being understood that other aspects of the activities of multinational enterprises may if necessary be examined by other committees;
  - the *Committee on Employment and Social Policy (ESP)*, whose mandate is to consider, and advise the Governing Body on, ILO policies and activities in the fields of –
    - employment;
    - training;
    - enterprise development and cooperatives;
    - industrial relations and labour administration;
    - working conditions and environment;
    - social security;
    - the promotion of equality between women and men in employment;
  - the *Committee on Technical Cooperation (TC)* considers, and advises the Governing Body on, matters relating to ILO technical cooperation programmes under all sources of funding, and in particular –
    - reviews ILO technical cooperation programmes and evaluates selected projects;
    - recommends priorities and provides guidance for the ILO’s technical cooperation activities;

- promotes the active participation of employers' and workers' organizations in the preparation, implementation and evaluation of technical cooperation programmes and projects;
- examines action to be taken on Conference decisions concerning technical cooperation matters;
- monitors ILO technical cooperation activities in the different regions, in particular through decent work country programmes (DWCPs);
- considers developments in the United Nations system affecting the ILO's technical cooperation activities, and the ILO's relations with other international organizations in the technical cooperation field;
- to date, the *Committee on Sectoral and Technical Meetings and Related Issues (STM)* has considered, and advised the Governing Body on, matters relating to –
  - planning, preparations (including composition, agenda and reports) and follow-up concerning the ILO's sectoral committees and meetings;
  - preparations and follow-up concerning ILO technical meetings (meetings of experts, etc.) provided for in the programme and budget;
  - the review of the ILO's Sectoral Activities Programme and other policy issues relating to ILO sectoral and technical meetings.

Paragraph 1 of GB.293/3/1 proposes that the Governing Body, in light of earlier discussions including at its 292nd (March 2005) Session, notes that the mandate of this Committee could be expanded. The Committee will deal with this question in November 2005 so that the Governing Body can take a final decision at that time.

### III. Procedure for the adoption of the reports of committees

6. With the exception of the reports of the Committee on Freedom of Association, the reports of committees constituted by the Governing Body to examine representations made under article 24 of the ILO Constitution and the reports of working parties, *reports of Governing Body committees are adopted by the Governing Body without introduction or other discussion. The Chairperson of the Governing Body submits for adoption the points for decision which appear in the report and proposes that the Governing Body take note of the report in its entirety.*
7. Nevertheless, **members** of the Governing Body still have the possibility –
  - *to make amendments to their own statements* as reflected in the report;
  - to submit, in accordance with the Standing Orders, *proposals for amendments to the points for decision.*
8. The **Chairperson** *may permit individual interventions and allow a discussion* in the following cases:
  - (i) where the committee concerned is unable to reach a consensus on a particular point or has to take a decision by a majority vote, in which case the point concerned may need to be further discussed by the Governing Body;

- (ii) where the Officers of the Governing Body unanimously consider that an issue raised in a committee report is sufficiently important to warrant discussion by the Governing Body;
- (iii) if a formal request is made by a group spokesperson or by at least 14 members of the Governing Body for discussion on a particular item in the report.

#### **IV. Adoption of the reports of regional meetings and reports of other ILO meetings**

- 9. The reports of ILO *regional meetings* are still submitted *direct to the Governing Body*.
- 10. The reports of *other meetings*, such as sectoral, technical and experts' meetings, are submitted *to the Governing Body committee responsible for their subject-matter*.

#### **V. Procedure for determining the agenda of the Conference**

- 11. The items to be placed on the agenda of the Conference are considered *at two successive sessions* of the Governing Body, such that the decision is taken in principle *two years prior to the opening of the session of the Conference in question*.
- 12. The first stage of the discussion, which takes place *at the autumn session*, consists in principle in *identifying the subjects from which a choice could be made*. For this purpose the Governing Body bases its discussion on a portfolio of possible items that is constantly updated.
- 13. The second stage of the discussion, which takes place *at the spring session*, consists in adopting *a definitive decision*. The paper serving as the basis for this discussion covers any additional items proposed by the Governing Body during the first stage of the discussion.

#### **VI. Discussion regarding the Follow-up to the ILO Declaration on Fundamental Principles and Rights at Work (Annual Review)**

- 14. At its spring session, the Governing Body has before it a compilation of reports submitted to the Office by countries describing efforts made to respect the principles and rights contained in the fundamental ILO Conventions not ratified by them. This compilation is accompanied by an introduction by the ILO Declaration Expert-Advisers. A Committee of the whole conducts a tripartite discussion of these documents, permitting the participation of reporting governments that are not members of the Governing Body.

#### **VII. Private sittings**

- 15. In accordance with article 7, paragraph 3, of the *Standing Orders concerning the procedure for the examination of representations under articles 24 and 25 of the Constitution*, the Governing Body is required to meet in private sitting to examine such representations. The only persons entitled to remain present are: *members of the Governing Body, representatives of the State concerned by the representation, and ILO officials necessary for the conduct of the sitting*.

### **VIII. Effect to be given to resolutions adopted by the Conference**

16. The effect to be given to Conference resolutions is a question referred initially to the Governing Body committee responsible for their subject-matter. Only resolutions not falling within the competence of any committee are submitted *direct* to the Governing Body.

### **IX. Report of the Chairperson of the Governing Body to the Conference**

17. The Chairperson, after consulting the Vice-Chairpersons, reports direct to the Conference on the work of the Governing Body over the previous year.

### **X. Role of the Officers of the Governing Body**

18. In addition to their traditional functions, the Governing Body has delegated to its Officers the authority –

(a) to invite *non-governmental international organizations* wishing to be represented at sessions of the General Conference, regional meetings and other meetings, preparations for which are not the responsibility of one of the Governing Body committees and which do not have specific rules for this purpose;

(b) to invite *official international organizations* whose relations with the ILO are not governed by a particular agreement;

In both cases it is understood that requests for invitations presenting a particular problem will continue to be submitted to the Governing Body through its Officers.

(c) to approve the *Programme of Meetings*;

(d) to approve the paper on *Symposia, seminars and similar meetings*.

19. The decisions of the Officers of the Governing Body are communicated to the Governing Body for information.

### **XI. Purely formal matters**

20. In accordance with article 2, paragraph 3, of the Standing Orders of the Governing Body, where the Governing Body has before it a matter of a purely ceremonial nature, *the Chairperson may decide to speak alone on behalf of the Governing Body or to appoint, following appropriate consultations, another member or deputy member for this purpose.*

Geneva, June 2005.