

TO ALL MEMBER STATES OF THE ILO

ILC 113 – 100 – 2

17 April 2025

**Arrangements for the 113th Session of the
International Labour Conference
(Geneva, 2-13 June 2025)
Website: www.ilo.org/ilc**

Dear Minister,

With reference to the convocation letter sent on 25 February 2025, I am pleased to provide you with further details on the 113th Session of the International Labour Conference, which will be held at the *Palais des Nations* and in the ILO building, in Geneva, from **Monday, 2 to Friday, 13 June 2025**.

Programme of Work

At its 353rd Session (March 2025), the Governing Body decided to endorse the programme of work of the 113th Session of the Conference. A schematic view of the Conference programme, as approved by the Governing Body, is available in the appendix of document [GB.353/INS/2/2\(Rev.1\)](#) and will soon be published on the [Conference website](#).

Preparatory meetings of Employers' and Workers' groups will be conducted in person on **Sunday, 1 June**. The Conference will open on **Monday, 2 June**. The **plenary** discussion of the reports of the Director-General and of the Chairperson of the Governing Body on the work carried out by the Governing Body between June 2024 and March 2025, covered under the first item of the [Conference agenda](#), will take place between **Wednesday, 4 June and Wednesday, 11 June**. This year's report of the Director-General, which will be about jobs, rights and growth, will soon be available on the Conference website.

The other items on the Conference agenda will be referred to the **technical committees**. These will start their work as from the afternoon of **Monday, 2 June**. This year's **World Day against Child Labour** side event will take place on **Wednesday, 11 June**. Furthermore, the **Forum of the Global Coalition for Social Justice**, the Conference's high-level event, is scheduled for **Thursday, 12 June**. The Forum will have a similar format to the one of the 112th Conference Session. This year's Forum should provide a space for Coalition partners to present activities implemented in a collaborative manner under the auspices of the Coalition and its thematic development. Likewise, it will allow Coalition partners to share knowledge, tools and experiences.

The Session of the Conference will close on **Friday, 13 June**.

Composition of delegations

Delegations should be composed as provided for in the [Standing Orders of the International Labour Conference](#). In addition, access to the sittings will be provided to the press and the public, subject to space availability and any necessary security arrangements.

Member States are invited to pursue the consultation process with the most representative national organizations of employers and workers to determine the composition of their delegations to the 113th Session of the Conference, to ensure that they are **fully tripartite** and balanced as regards the number of advisers accompanying the respective tripartite delegates.

Every effort should be made to achieve **gender balance** in the composition of national delegations. In this respect, the [infographic](#) here attached and available on the Conference website shows that women accounted for 37.8 per cent of participants at the 112th Session of the Conference in 2024.

The ILO recognizes that social justice and decent work for all can be realized only if persons with disabilities are fully and meaningfully included in the world of work. In this context, the ILO strives to lead by example at the meetings it hosts and organizes. Delegates with disabilities, when providing their details, can request reasonable accommodations. Additional information will also be published on the Conference website.

Credentials

The **accreditation** of Conference participants will be done through a new online platform which will be activated on **2 May 2025**. An email to that effect will be sent to Member States in due course. The credentials of your country's tripartite delegation should be deposited with the Office by **Monday, 12 May 2025**.

Registration to speak in plenary

The plenary sittings to discuss the reports of the Director-General and of the Chairperson of the Governing Body will take place, as noted above, from **Wednesday, 4 to Wednesday, 11 June**. The time limit for speeches is set at a maximum of **5 minutes**, in accordance with the [Standing Orders of the International Labour Conference](#). Registration to speak in plenary will open on **Monday, 5 May** and close on **Tuesday, 3 June** at 6 p.m. (Central European Summer Time).

Registration in technical committees

Delegates and advisers from each of the three constituent groups will need to register to take part in the work of the various technical committees. Government, employer and worker delegates and advisers who intend to participate in committees are therefore kindly asked to complete the online registration forms **as of Monday, 5 May and no later than Sunday, 1 June by 5 p.m.** (Central European Summer Time) so as to be able to participate in the first sitting of each committee. Kindly note that only delegates and advisers accredited to the Conference (i.e. whose credentials have already been submitted) will be able to register to take part in the work of the technical committees.

Visas and insurance

Switzerland is included within the Schengen area. Delegations requiring visas should consult the [Switzerland's Online visa system](#) or contact the responsible Swiss representation directly, as early as possible, to obtain a Schengen visa which is required to travel to Geneva. The responsible Swiss representation will rely on the ILO's published list of delegations to verify the names and status of participants. Until credentials are deposited with the ILO, requests for visas cannot be treated by the consular services. Therefore, accreditations should be deposited as early as possible. In the interim, appointments can be taken with the corresponding consular services. The Office will be contacted directly by the Permanent Mission of Switzerland in the event of questions.

Please note that the ILO does not provide participants with insurance coverage for accident or illness while travelling to or from Geneva or during the Conference. It is therefore essential that all participants ensure that they have adequate insurance coverage in respect of illness and accident before travelling to Geneva.

Further practical information

The [Conference website](#), containing further details on the 113th Session of the Conference, will be regularly updated with practical information, including a *Conference Guide* which will soon be published.

I look forward to welcoming your national tripartite delegation to the 113th Session of the International Labour Conference in Geneva.

Yours sincerely,

(signature)

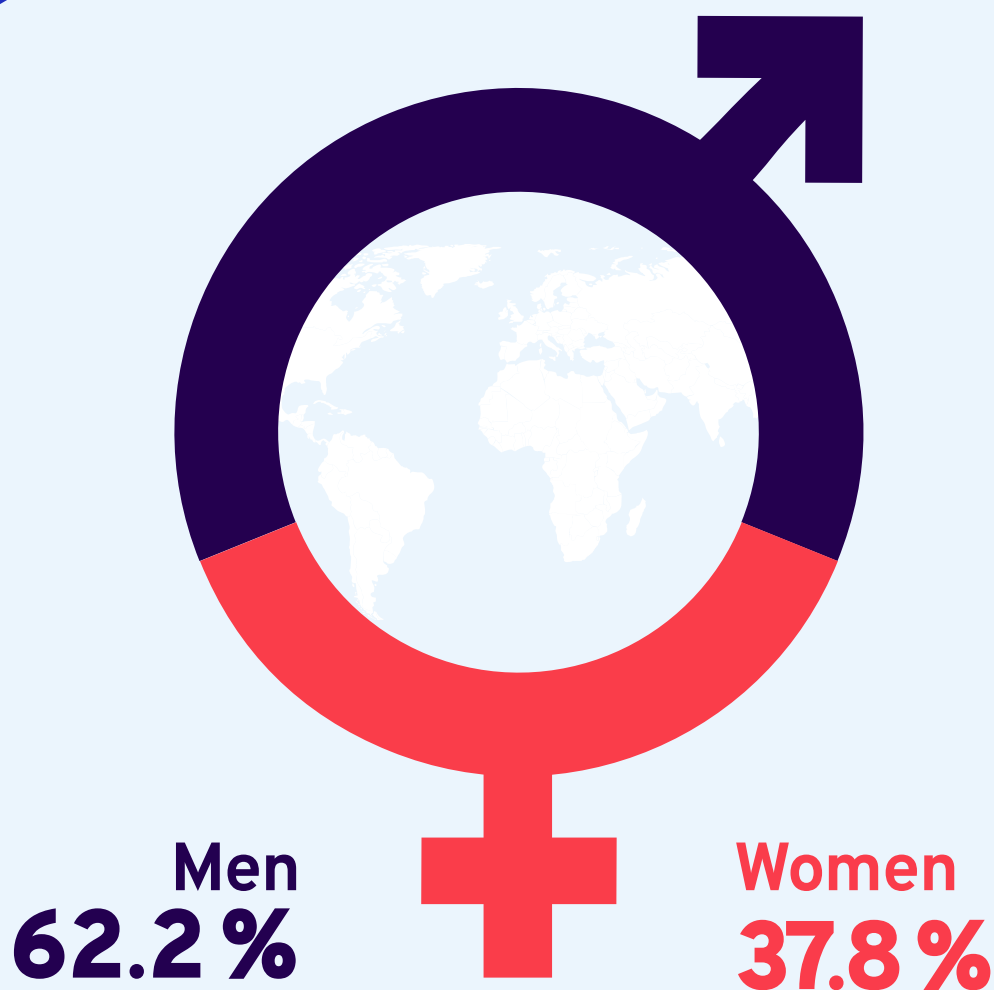
Gilbert F. Houngbo
Director-General



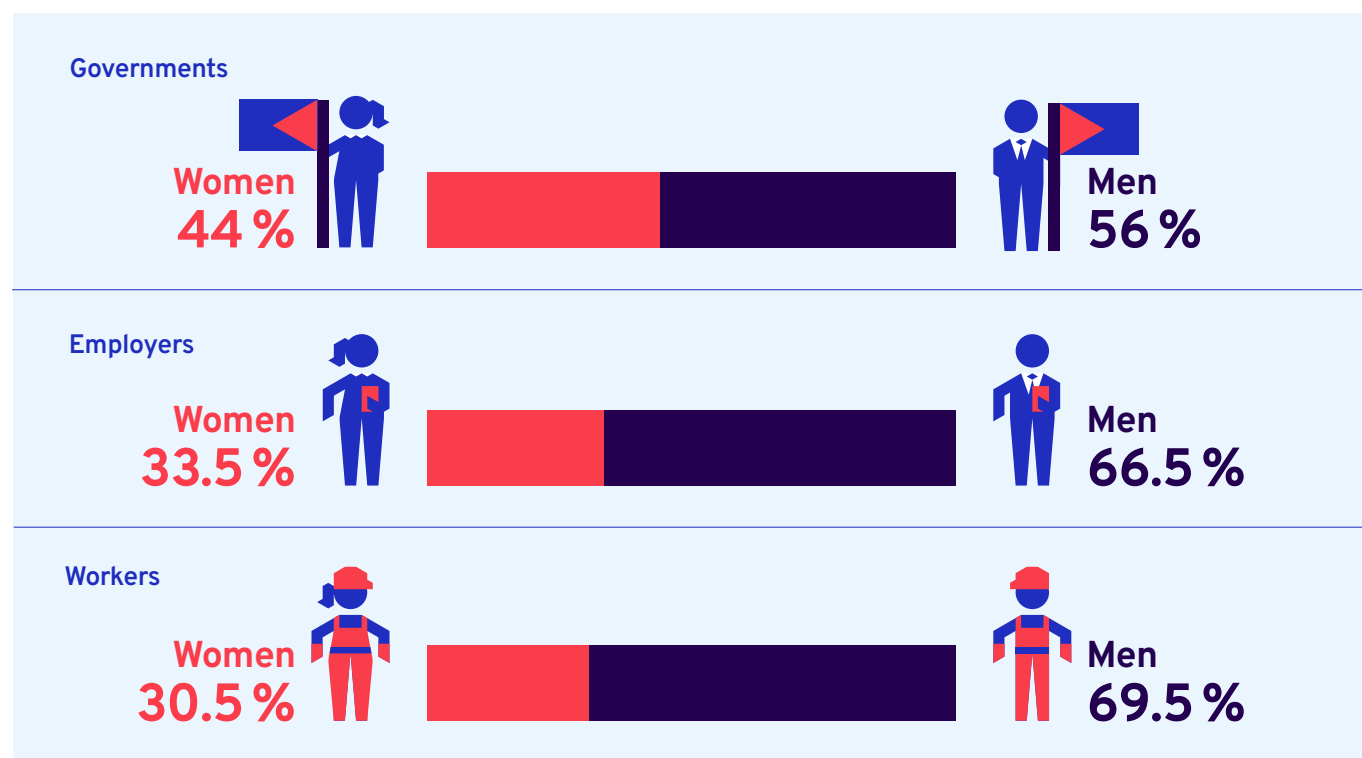
International
Labour
Organization

► Gender Parity at the International Labour Conference in 2024

► Accredited delegates



► Tripartite delegates by group



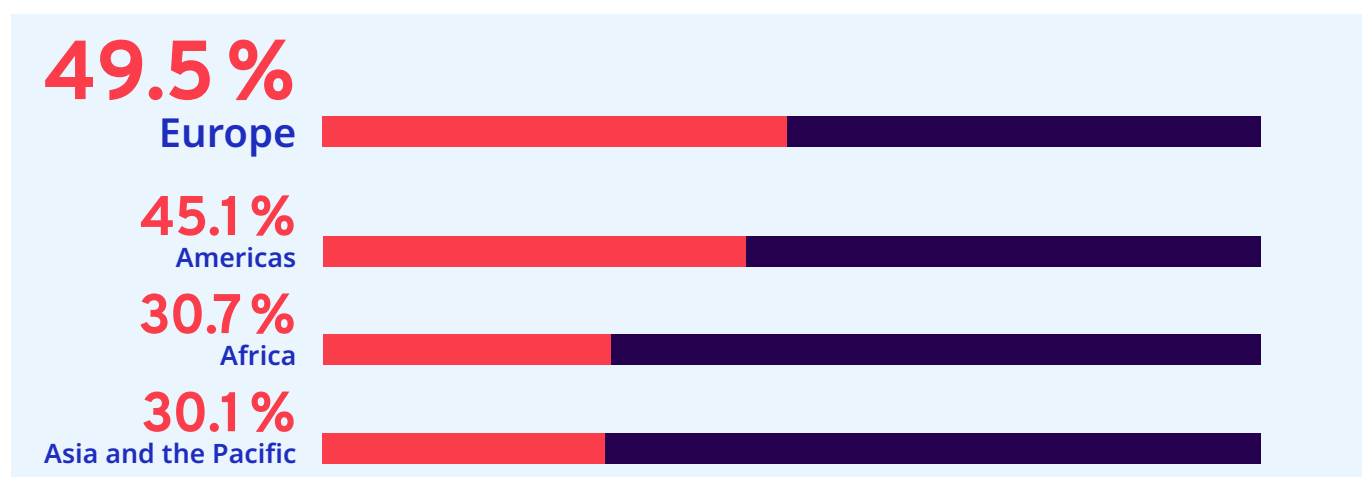
► Ministers accredited



► Speakers at the plenary



► Women delegates by region



► Women delegates by country

 = no data available

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47 % and more

Australia	New Zealand
Austria	Nicaragua
Bahamas	Papua New Guinea
Barbados	Peru
Belgium	Portugal
Belize	Qatar
Bosnia and Herzegovina	Samoa
Botswana	Serbia
Brunei	Seychelles
Darussalam	Slovenia
Bulgaria	South Africa
Canada	South Sudan
Cook Islands	Spain
Costa Rica	Sweden
Croatia	Timor-Leste
Cyprus	Trinidad and Tobago
Czechia	United Kingdom of Great Britain and Northern Ireland
Denmark	United States of America
Equatorial Guinea	
Estonia	
Finland	
France	
Georgia	
Germany	
Greece	
Grenada	
Guatemala	
Guyana	
Hungary	
Ireland	
Israel	
Italy	
Jamaica	
Kiribati	
Lesotho	
Lithuania	
Madagascar	
Mauritius	
Montenegro	
Namibia	
Netherlands	

30-46 %

Albania	Poland
Argentina	Republic of Korea
Belarus	Republic of Moldova
Benin	Romania
Bolivia (Plurinational State of)	Russian Federation
Brazil	San Marino
Burundi	Sao Tome and Principe
Cabo Verde	Senegal
Cameroon	Sierra Leone
Chile	Singapore
China	Slovakia
Colombia	Sri Lanka
Côte d'Ivoire	Suriname
Cuba	Switzerland
Dominican Republic	Thailand
Ecuador	Togo
Egypt	Tunisia
Eswatini	Uganda
Ghana	Ukraine
Honduras	United Arab Emirates
Iceland	Uruguay
Kenya	Vanuatu
Kyrgyzstan	Viet Nam
Lao People's Democratic Republic	Zambia
Latvia	Zimbabwe
Luxembourg	
Malawi	
Malaysia	
Maldives	
Malta	
Mexico	
Mongolia	
Morocco	
North Macedonia	
Norway	
Panama	
Philippines	

1-29 %

Afghanistan	Sudan
Algeria	Syrian Arab Republic
Angola	Türkiye
Armenia	Turkmenistan
Azerbaijan	United Republic of Tanzania
Bahrain	Uzbekistan
Bangladesh	Venezuela (Bolivarian Republic of)
Burkina Faso	
Cambodia	
Central African Republic	
Chad	
Congo	
Democratic Republic of the Congo	
Djibouti	
El Salvador	
Eritrea	
Ethiopia	
Gabon	
Gambia	
Guinea	
Guinea-Bissau	
India	
Indonesia	
Iran (Islamic Republic of)	
Iraq	
Japan	
Kazakhstan	
Kuwait	
Lebanon	
Libya	
Mali	
Mauritania	
Mozambique	
Nepal	
Niger	
Nigeria	
Oman	
Pakistan	
Paraguay	
Saudi Arabia	
Somalia	

0 %

Fiji
Haiti
Jordan
Liberia
Rwanda
Yemen