

Recurrent Discussion Committee on Labour Protection

Date: 29 May 2023

► Information note

Standing Orders governing technical committees

1. The Recurrent Discussion Committee is governed by the amended [Standing Orders of the International Labour Conference](#) adopted by the Conference at its 109th Session in June 2021.

Tentative Plan of Work

2. As reflected in the Tentative Plan of Work, the work of the Committee is divided into three distinct blocks:
 - The general discussion (5-6 June).
 - The Drafting group (8-9 June).
 - The discussion of amendments (12-14 June).
3. The general discussion will be devoted to general statements structured around the points for discussion. Following the general discussion, the Committee's meetings will be suspended while the Drafting group prepares the draft conclusions which will be posted on the Committee's web page in the late hours of Friday, 9 June. The submission of amendments is scheduled for Saturday, 10 June, and the discussion of the amendments that have been validated by the secretariat will take place between Monday, 12 June and Wednesday, 14 June.
4. If needed, extended sittings have been included in the plan of work.
5. The resolution and conclusions will be posted on the Committee's web page on Thursday, 15 June in the evening and presented to the Conference on Friday, 16 June for adoption.

General discussion: Indicative speaking time limits

Requests for the floor

- To ensure efficient time management of the general discussion, all speakers wishing to take the floor should register in advance before each sitting. A form will be made available on the Committee's web page to facilitate this process. Completed forms should reach the secretariat: cdr@ilo.org **at least 24 hours before each sitting**.
- While online participants may follow the proceedings, physical presence in the Committee room will be required to take the floor.

- Due to the limited time available for the general discussion segment, the Officers of the Committee suggest differentiated speaking time limits as shown below. When a speaker takes the floor, a timer will appear on the screen so that the duration of the intervention can be monitored.

Speaking time limits

	Opening remarks and point for discussion 1 in one combined statement (in minutes)	Points for discussion (2 and 3) in separate statements (in minutes)
Vice-Chairpersons	10 for initial statement and 3 at the close of point 1	7 for initial statements and 3 at the close of each point
Government members speaking on behalf of a regional group or of several Committee members	5	4
Government members making individual statements	3	2
Spokespersons of international organizations	3	
International non-governmental organizations (subject to the permission of the Officers)	10 for all statements to be made by INGOs combined ¹	

Statements

6. To guarantee accurate and faithful interpretation and reflection in the Committee's report, it is recommended that all statements reach cdr@ilo.org following the group meetings and before the sittings of the general discussion segment.

Participation of INGOs

- Information about participation in the Conference is available on the [website](#).
- Requests to take the floor in Committee sittings should reach the Secretariat by **Friday 2 June 10 a.m. (CEST)**. These requests will be shared with the Chairperson and Vice-Chairpersons of the Committee for approval.

Drafting group

- The Drafting group is composed of eight Government members, eight Employer members and eight Worker members. Each member from the Government, the Employers' and the Workers' groups may be accompanied by one adviser.

¹ A maximum of 2 minutes for each INGO and not exceeding 10 minutes for the totality of INGOs requesting to take the floor.

- Nominations of Drafting group members and advisers for each of the groups should reach the secretariat by **Tuesday, 6 June, 11.30 a.m. (CEST)**. Nominations must be sent to cdr@ilo.org.
- The Drafting group is mandated to produce the **draft conclusions** for consideration by the Committee.
- **Working languages:** the tentative conclusions produced by the secretariat will be distributed to the Drafting group in English, French and Spanish. During the discussion, the English version will be displayed and modified in track changes. Interpretation will be provided in the three languages. The French and Spanish versions of the text, as revised, will be shared following the meeting on Thursday, 8 June.
- Decisions in the Drafting group will be taken by consensus. Members shall make every effort to reach an agreement that is generally accepted so that a decision can be adopted without formal objections. Any text on which agreement cannot be reached will be placed in **square brackets**.
- Zoom connection will not be available for the deliberations of the Drafting group.

Submission of amendments

- Government members and Employers' and Workers' groups through their respective secretariats may submit amendments online on **Saturday, 10 June, 8 a.m.–4 p.m. (CEST)**.
- Only amendments validated by the secretariat will be discussed by the Committee.
- The Chairperson shall determine the order in which amendments are discussed.
- Amendments will be published in the order in which they will be discussed in the late hours of **Saturday, 10 June**.
- Guidance on the online submission of amendments is available through the following [link](#).

► Square bracketed text in draft conclusions

Square bracketed text simply indicates that there has been no consensus in the Drafting group. If the text in square brackets is to be retained in its entirety, there is no need to submit an amendment. Square bracketed text that includes a slash ("/") indicates that there are two or more alternative options. In such a case, an amendment is required to express your preference.

Discussion of amendments

- Amendments validated by the secretariat are discussed by the Committee following a specific order.
- Amendments proposed by individual Governments have to be seconded before they are discussed.
- During the discussion of amendments, subamendments are introduced orally by members of the Committee (Governments, Employers and Workers). Subamendments proposed by individual Governments should also be seconded.

- The Committee should reach a decision on the fate of every amendment (or subamendment) under discussion (adopted, not adopted, withdrawn, falls).
- Amendments and subamendments are shown on the screen throughout the discussion in English, French and Spanish.
- Online participants may follow the proceedings but physical presence in the Committee room will be required to take the floor.

Adoption of decisions

- The Committee shall make every effort to take its decisions by consensus.²
- In the absence of a consensus duly ascertained by the Chairperson in agreement with the Vice-Chairpersons, decisions shall be taken by a simple majority of the votes cast by the members of the Committee present at the sitting.

Reporter of the Committee

- Nominations for Reporter of the Committee, should reach the secretariat by **Tuesday, 6 June, 11.30 a.m. (CEST)**. The Reporter will present the results of the Committee deliberations to the Conference plenary on its behalf. In accordance with standard practice, the Reporter may be either a delegate or an adviser, from the Government group.
- The Reporter will be an *ex-officio* member of the Drafting group.

Contacting the Committee secretariat

- The Recurrent Discussion Committee secretariat can be contacted by email at: cdr@ilo.org.

² Standing Orders of the International Labour Conference, article 21: Adoption of decisions - 1. Unless otherwise provided for in the Standing Orders, the Conference shall make every effort to take its decisions by consensus, which is characterized by the absence of any objection presented by a delegate as an impediment to the adoption of the decision in question. It is for the President, in agreement with the Vice-Presidents, to ascertain the existence of a consensus.