



Time management during the 349th Session of the Governing Body

► Time allotment by item on the agenda

Sitting	Item (or group of items)	Time allotment (in minutes)
1	Opening sitting	60
	INS/1 Minutes of the 348th Session	
	INS/18/2 and 18/3 DDG and RDs appointments	
	DG opening statement Group statements	
2	INS/18/5 Arrangements for the 349th <i>bis</i> and 349th <i>ter</i> Special Sessions of the Governing Body	60
2	PFA/1 Proposed 2024-25 budgets for extra-budgetary account: CINTERFOR	30
2	PFA/4 Annual Evaluation Report	60
2	PFA/5 High-level evaluations of strategies and DWCPs	60
2	PFA/6 Matters relating to the Joint Inspection Unit	30
3	PFA/7 Staff Union statement	15
3	PFA/8 Amendments on Staff Regulations	60
3	PFA/10 Progress report on the jurisdictional set up of the UN common system	75
4	INS/3/2 Follow up to the resolution concerning labour protection	90
4	INS/3/3 Follow up to the resolution concerning a just transition	90
5	INS/4 Update on the Global Coalition for Social Justice	90
5	INS/5 Developments in the United Nations system	60
6	INS/7 Strengthening the supervisory system: review of arrangements to allow for optional voluntary conciliation and other measures	90
6	INS/6 Review of the implementation of the strategy on the elimination of violence and harassment in the world of work	90
7	POL/4 Enhanced programme of development cooperation for the occupied Arab territories	75
7	POL/3 Sectoral meetings held in 2023 and proposals for sectoral work	75
8	POL/2 ILO integrated strategy for the promotion and implementation of the right to collective bargaining	90
8	POL/1 Review of progress made regarding the follow-up of the Youth Employment Action Plan (YEAP) for the period 2020–30	60

Sitting	Item (or group of items)	Time allotment (in minutes)
9	LILS/1 Report of the 8th meeting of the SRM Tripartite Working Group	90
9	LILS/2 Choice of conventions and recommendations on which reports could be requested under article 19, paragraph 5(e) and 6(d) of the ILO Constitution in 2025	60
10	INS/8 Global Strategy on Occupational Safety and Health 2024-30 and plan of action for its implementation	90
10	INS/9 Proposals for the format of future ILO regional meetings	75
10	<i>Expedited items</i> INS/18/1 Follow-up to GB decisions INS/18/4 Documents for information PFA/2 P&B for 2022–23: Regular budget and Working Capital Fund PFA/11 Membership of the Board of Trustees of the Special Payments Fund	15
11	INS/13 Follow up to the resolution concerning Belarus	90 (including 10 minutes by Government concerned – to continue in the afternoon if necessary)
11	INS/11 Follow-up on the implementation of the agreed plan of action in the Bolivarian Republic of Venezuela	90 (including 10 minutes by Government concerned – to continue in the afternoon if necessary)
12	INS/10 Annual report on the implementation of the ILO technical cooperation programme in Guatemala	90 (including 10 minutes by Government concerned)
12	INS/19/2 Complaint alleging non-observance by Guatemala of C87	45
12	INS/19/1 Complaint alleging non-observance by Nicaragua of C87, C98, C111 and C144	45
13	INS/15 Follow-up to resolution concerning the Russian Federation's aggression against Ukraine	90 (including 10 minutes by Government concerned)
14	INS/14 Report of the Commission of Inquiry to consider the complaints against Myanmar	90
14	INS/3/4 Analysis of measures taken to promote the effective functioning of the Conference	60
14	INS/18 DG report	15
15	INS/2 Agenda of future sessions of the Conference	60
15	INS/16 Reports of the Committee on Freedom of Association	75 (45 minutes for the CFA Officers presentations – 30 minutes for discussion and adoption)
16	INS/12 Progress report by the Government of Bangladesh on implementation of the road map to address all outstanding issues mentioned in the article 26 complaint	90 (including 10 minutes by Government concerned)
16	INS/3/1 Implementation plan of the Quality Apprenticeships recommendation	90
17	INS/20 Composition, agenda and programme of standing bodies and meetings	30

Sitting	Item (or group of items)	Time allotment (in minutes)
17	INS/17 Report of the Board of the Turin Centre	60
17	Private sitting – Representations under article 24 of the ILO Constitution	15
18	Resumed discussion of pending items, if any	

► Recommended speaking time (in minutes)

Total duration of agenda item discussion	Employer spokesperson	Worker spokesperson	Regional groups	Individual Governments	Approximate time available for floor administration, Office responses and conclusion *
30	4	4	3	2	8
45-50	5	5	4	2	10
60	7	7	4	2	16
75	8	8	5	2	24
90	10	10	5	3	30

* Based on 5 group interventions and 5 individual interventions on average.