

**First Meeting of the Special Tripartite Committee
established under Article XIII of the MLC, 2006**Geneva
7–11 April 2014

Note for the participants

The First Meeting of the Special Tripartite Committee (STC) established under Article XIII of the Maritime Labour Convention, 2006 (MLC, 2006), will be held from 7 to 11 April 2014 at the International Labour Office. It will start at 11 a.m. on Monday, 7 April 2014 with registration starting at 8 a.m. and group meetings planned at 9 a.m.

The purpose of this Note is to assist participants to familiarize themselves with the organization and procedures of the Meeting so as to enable them to take an effective part, from the outset, in this work.

Purpose of the Meeting

The first STC Meeting will consider two proposals for amendment to the Code (Standards and Guidelines) of the MLC, 2006, jointly submitted by the Shipowner and Seafarer representatives concerning the issue of abandonment of seafarers and the requirement that shipowners provide financial security for compensation in the event of death or long-term disability of a seafarer due to occupational injury, illness or hazard. The text of the proposed amendments is available at <http://www.ilo.org/global/standards/maritime-labour-convention/lang--en/index.htm>. The STC will also consider any request for consultation made under Article VII of the MLC, 2006, and the arrangements for such consultation.

Special event: On Monday, 7 April 2014, on the margins of the STC Meeting, the International Seafarers' Welfare and Assistance Network (ISWAN) will present the "International Seafarers' Welfare Awards 2014" for the following four award categories: Seafarers' Centre of the Year, Shipping Company of the Year, Port of the Year, and Welfare Personality of the Year.

Composition of the Meeting

Pursuant to Article XIII, paragraph 2, of the MLC, 2006, the MLC Committee consists of two representatives nominated by the Government of each Member which has ratified the Convention, and the representatives of Shipowners and Seafarers appointed by the Governing Body after consultation with the Joint Maritime Commission. The Government, Shipowner and Seafarer representatives may be accompanied by advisers. In addition, as provided in paragraph 3 of Article XIII, Government representatives of Members which have not yet ratified the MLC, 2006, may participate in this Committee without right to vote on any matter dealt with in accordance with the Convention. Finally, representatives of intergovernmental and non-governmental organizations which have been invited to the Meeting may also participate as observers.

Working of the groups

Arrangements have been made for the Government, Shipowner and Seafarer representatives to hold separate consultation meetings in the course of the Meeting.

Arrangements have been made for official meetings of the groups on the opening day of the Meeting:

9.00 a.m.–10.30 a.m.	Government group	Governing Body Room
	Shipowners' group	Room III
	Seafarers' group	Room IV

Miscellaneous information

Transport to the ILO building

Participants coming by private car may use the P1 car park. Please do not park in front of the main entrance.

Public transport services link the railway station (Cornavin) (lines F and 8) and the airport (line 28) to the ILO building. The stop for the ILO is marked "BIT" and is located on Avenue Appia. From 7 a.m. to 7 p.m. the "8" bus runs every six to eight minutes and every 15–20 minutes thereafter; from 7 a.m. to 8 p.m. the "28" bus runs every 20–30 minutes and less frequently thereafter; the "F" bus runs every 15–20 minutes during rush hour and hourly after 8 p.m. Bus tickets valid for several journeys are on sale at the newsagent inside the ILO building (R2-South).

Access to the ILO building

All participants, whether arriving by car, taxi or bus, must enter the building through R3-South (Door 1). At the security desk, participants will be welcomed by a staff member of the secretariat, who will provide them with a badge that allows them to access and exit the building throughout the duration of the Meeting. Participants are requested to wear this badge whenever they are in the ILO building.

Upon their departure, participants are kindly requested to drop their badges in a designated badge return box placed after the gates, so they can be reused.

Registration

Participants will find registration forms at the Registration and Information Desk (R3-South). Every participant is requested to complete a registration form in block capitals and to hand it in at the Registration and Information Desk on the first day of the Meeting, in order that he/she may be officially registered.

Meeting rooms

The times and places of the meetings to be held each day will be shown on the notice board outside the Governing Body Room.

The plenary sittings will be held in the Governing Body Room, where seats are reserved in three separate blocks for Government, Shipowners' and Seafarers' groups.

Participants will be given the opportunity to engage in a discussion. All of these statements are made from the speakers' places. It is essential that speakers should speak into a microphone to permit simultaneous interpretation of their remarks. When a participant has been authorized by the Chairperson to speak, he/she should press the button on the microphone to ensure that it is switched on.

The meeting rooms are equipped with a simultaneous interpretation apparatus, by means of which statements can be heard in the original or in an interpretation into one or another of the languages. The apparatus consists of an earphone, two push buttons for regulating volume and two push buttons for selecting a number corresponding to a particular channel.

Coat racks are placed at various points in the building, including near the meeting rooms. *The coat racks are not guarded and property is left at the owner's risk.*

Secretariat offices

A list of members of the secretariat, with their office numbers, will be issued the first day of the Meeting.

Travel agency

A branch of Carlson Wagonlit Travel is located at R2-South level. It is open from 9 a.m. to 5 p.m., Monday to Friday. *In order to avoid any problems with their return journey, participants who have not yet confirmed their reservations should contact the travel agency without delay.*

Financial matters

Delegates who are entitled to receive reimbursement of travel and payment of subsistence allowances by the ILO will be given instructions about these payments at the registration desk.

Bank

A branch of the UBS is located at the R3-North level, together with cash dispensers that accept credit cards. Other cash dispensers (ATMs) are located at the R2-South level near the newsagent. The bank is open from 9 a.m. to 12.30 p.m., Monday to Friday for cash withdrawals and currency exchange.

Postal and telephone services

There is a post office at the R2-North level near the restaurant. It is open from 10 a.m. to 11.30 a.m. and from 12.30 p.m. to 4.30 p.m., Monday to Friday. There are public telephone booths and letter boxes outside both the post office and the newsagent.

Long-distance or international calls can be made from the telephone booths near the post office. Local calls can be made from any telephone in the ILO building, including the meeting rooms, by first dialling 0 to get an outside line.

Restaurants and bar

A restaurant and a self-service cafeteria are located at the R2-North level. There is a bar in the meeting area that is open while meetings are in progress.

Smoking

The ILO is a smoke-free environment. For this reason, smoking is not permitted indoors. Participants can, however, smoke outdoors on the balcony next to the Delegates' Bar at R3-South and outdoors on the terrace of the snack bar located at R1-North.

First aid

In case of need, participants may contact the Medical Service on the fifth floor (Tel. 7134).

Mailing address for participants

Mail to the participants should be addressed to them in accordance with the following model:

Ms/Mr (full name)
International Labour Office
First Meeting of the Special Tripartite Committee
Maritime Labour Convention – STCMLC/2014
Case postale 500
CH-1211 Genève 22
Switzerland

Telephone: (4122) 799.71.55
Fax: (4122) 799.67.71

Personal mail and messages will be held at the Registration and Information Desk.

First Meeting of the Special Tripartite Committee (7–11 April 2014)

Draft programme of work

	Monday, 7 April	Tuesday, 8 April	Wednesday, 9 April	Thursday, 10 April	Friday, 11 April
8–9 a.m.	Registration (ILO Level R3)				
9–10.30 a.m.	Group meetings (G/Sh/Sf) (GB Room – III–IV)	Group meetings (G/Sh/Sf) (GB Room – III–IV)	Group meetings (G/Sh/Sf) (GB Room – III–IV)	Group meetings (G/Sh/Sf) (GB Room – III–IV)	Group meetings (G/Sh/Sf) (GB Room – III–IV)
10.30–11 a.m.	Break	Break	Break	Break	Break
11 a.m. – 1 p.m.	Plenary <ul style="list-style-type: none"> – Welcome – Opening remarks from the Chairperson/secretariat – Appointment of the two Vice-Chairpersons – Work programme – Groups' comments 	Plenary <ul style="list-style-type: none"> – Consideration of proposals for amendment to the Code of the MLC, 2006 	Plenary <ul style="list-style-type: none"> – Consideration of proposals for amendment to the Code of the MLC, 2006 	Plenary <ul style="list-style-type: none"> – Consideration of proposals for amendment to the Code of the MLC, 2006 	Plenary <p>Agenda items 3–6</p> <ul style="list-style-type: none"> – Exchange of information on MLC implementation – Consideration of any request for consultation under Article VII
1–2.30 p.m.	Lunch	Lunch	Lunch	Lunch	Lunch
2.30–3.30 p.m.	Group meeting (G) (GB Room)	Group meeting (G) (GB Room)	Group meeting (G) (GB Room)	Group meeting (G) (GB Room)	Group meeting (G) (GB Room)
3.30–6 p.m.	3.30–5 p.m. Plenary <ul style="list-style-type: none"> – Consideration of proposals for amendment to the Code of the MLC, 2006 5–6.30 p.m. <ul style="list-style-type: none"> – Presentation of ISWAN International Seafarers' Welfare Awards 2014 6.30–8 p.m. <ul style="list-style-type: none"> – Reception at ILO Restaurant 	Plenary <ul style="list-style-type: none"> – Consideration of proposals for amendment to the Code of the MLC, 2006 	Plenary <ul style="list-style-type: none"> – Consideration of proposals for amendment to the Code of the MLC, 2006 	Plenary <ul style="list-style-type: none"> – Consideration of proposals for amendment to the Code of the MLC, 2006 	Plenary <ul style="list-style-type: none"> – Adoption of the proposed amendments to the Code – Adoption of the arrangements for consultation under Article VII – Closing remarks
6–9.30 p.m.		Possible evening extension of plenary until 8.30 p.m.	Possible evening extension of plenary until 11.30 p.m.	Possible evening extension of plenary until 11.30 p.m.	

Abbreviations: G = Government group, Sh = Shipowners' group, Sf = Seafarers' group.

Simultaneous interpretation will be provided in English/French/Spanish/Chinese/Arabic/Russian.

