

Committee on the Application of Standards

Date: 24 May 2021

▶ Participation in the discussions of the Committee

1. This document supplements the information contained in Document D.1 “Work of the Committee” on the manner in which the Committee will conduct its work. It specifically addresses how delegates will participate in discussions on the various items on the Committee's agenda.

I. Registration on the list of speakers

2. As indicated in Document D.1, delegates who are accredited to the Conference and registered in the Committee are strongly encouraged to request their inclusion on the list of speakers as early as possible. For each item on the agenda, the Secretariat will draw up, 24 hours in advance, a list of speakers which will be shared with the Officers of the Committee. The request for inclusion on the list of speakers must be made by e-mail to the address CAN2021@ilo.org. The request should specify the name, title and contact information of the person who wishes to take the floor, as well as the item on which the speaker wishes to intervene. A specific [form](#) has been prepared by the Office for this purpose, which is available on the Committee's webpage.
3. This procedure for requesting inclusion on the list of speakers also applies to observers (including non-governmental organizations). However, and in accordance with the practice of the Committee, observers may only be included on the list of speakers after approval by the Officers of the Committee.
4. At the beginning of each sitting, the list of speakers will be displayed on the screens. Speakers who have not registered in advance may be given the floor if time allows.¹
5. Delegates are also requested to send an electronic copy of their speech to standardsinterpret@ilo.org, if possible, at least 24 hours before the beginning of their intervention.

II. Time management

6. As indicated in Document D.1, during the informal tripartite consultations in March–April 2021, the speaking time limits applicable were reviewed to take into account the limited

¹ They will have to use the “chat” function of the virtual platform. The administrator of the platform will answer them in private.

number of sittings at the disposal of the Committee and the virtual nature of the discussions. As a reminder, the speaking times to be applied this year, on an exceptional basis, will be as follows:

For the examination of individual cases:

- 15 minutes for the government whose case is being discussed;
- 10 minutes for the spokespersons of the Workers' and the Employers' groups;
- 6 minutes for the Employer and Worker members, respectively, from the country concerned, to be divided between the different speakers of each group;
- 4 minutes for Government groups;
- 3 minutes for the other members;²
- 10 minutes for the concluding remarks by the government whose case is being discussed;
- 6 minutes for the concluding remarks by the spokespersons of the Workers' and the Employers' groups.

For each of the segments of the general discussion:

- 15 minutes for the spokespersons of the Workers' and the Employers' groups;
- 5 minutes for Government groups;
- 3 minutes for the other members.

For the discussion of the General Survey, speaking time limits will remain the same:

- 15 minutes for the spokespersons of the Workers' and the Employers' groups;
 - 10 minutes for Government groups;
 - 5 minutes for the other members;
 - 10 minutes for the concluding remarks by the spokespersons of the Workers' and the Employers' groups.
7. However, the Chairperson, in consultation with the Officers of the Committee, may decide to reduce the time limits where the situation of a case would warrant it, for instance, where there is a very long list of speakers. These time limits will be announced by the Chairperson at the beginning of each sitting and will be strictly enforced.
 8. In this regard, it should be recalled that among the [Special arrangements and rules of procedure for the 109th Session of the International Labour Conference](#), adopted by the Governing Body, a number of principles have been accepted with respect to time management, including:
 - To the extent possible, the position of Governments at each committee or working party should be expressed through group statements made by the group spokesperson.

² This time limit may be reduced to two minutes by the Chairperson, in consultation with the other Officers of the Committee, for instance where there is a very long list of speakers.

- Individual statements should, to the extent possible, be limited to situations where they differ from the group to which the member belongs or where they add a perspective not covered by the group statement.
- Time limits for group and individual statements, as determined by each committee or working party, especially for the general debate, or those applicable to the discussion in plenary of the Reports of the Director-General and the Chairperson of the Governing Body, or during the adoption of committee conclusions, will be strictly enforced through the use of time monitoring devices similar to those already in use for the Committee on the Application of Standards or the Governing Body.
- Requests for the floor from remote participants during the sittings for procedural matters should be made using the chat function in the virtual platform with an indication of the procedural matter in question (for instance, point of order, motion as to procedure, request for right of reply, etc.).