



SIXTH ITEM ON THE AGENDA

**Proposed arrangement of Conventions
by subject matter for reporting purposes**

1. At its 282nd Session (November 2001), the Governing Body approved a number of adjustments to the system of regular reports submitted under article 22 of the Constitution, on the basis of the recommendations made by the LILS Committee.¹ In particular, it decided to:²
 - maintain the two-year and five-year reporting cycles, with the Conventions presently in each group;
 - approve the grouping of fundamental and priority Conventions with countries divided alphabetically for reporting purposes;
 - approve the principle of arranging all other Conventions by subject groups for reporting purposes;
 - discuss at the 283rd Session (March 2002) a draft grouping of other Conventions for purposes of reporting.

2. The current systems of reports on the application of Conventions comprises two reporting cycles: one two-year cycle for the 12 fundamental and priority Conventions, and another cycle of five years for the rest. The Conventions are distributed between the cycles in such a way as to equalize the secretariat's workload. The most recent decisions by the Governing Body mean that an additional criterion must be considered for the purpose of that distribution, namely, grouping of Conventions by subject matter. It is expected that such a grouping should, among other things, make it easier for ministries of labour to gather information from the competent national institutions. It might also contribute to greater consistency in the analysis of reports, and provide a more comprehensive view of the application of Conventions in a given subject area.

¹ GB.282/LILS/5.

² GB.282/8/2, para. 47.

Fundamental and priority Conventions: Two-year cycle

3. The fundamental and priority Conventions concern well-established subject areas (see Appendix 1), to wit:

Fundamental Conventions:

Free of association and collective bargaining: Conventions Nos. 87 and 98

Forced labour: Conventions Nos. 29 and 105

Equality of opportunity and treatment: Conventions Nos. 100 and 111

Child labour: Conventions Nos. 138 and 182

Priority Conventions:

Employment policy: Convention No. 122

Labour inspection: Conventions Nos. 81 and 129

Tripartite consultations: Convention No. 144.

4. The regular reports on the application of these Conventions are examined by the Committee of Experts on the Application of Conventions and Recommendations every two years. The Governing Body decided at its previous session (see paragraph 1 above) that, on the one hand, the requests for reports on these Conventions would be grouped according to subject matter and that, on the other hand, in order to equalize the secretariat's workload, requests for reports on each group of Conventions would be distributed in groups of countries, based on the alphabetical order of the member States concerned. This can be achieved, for example, if reports on groups of Conventions are provided one year by member States whose names begin with A to J, and another year by those whose names begin with K to Z. This division has the advantage of corresponding roughly to half the number of ratifications for each of the groups of Conventions in question. The arrangement adopted by the Office on that basis (see Appendix 3) also takes into account, as far as possible, the need to equalize the annual requests for reports between the two groups of States (A-J and K-Z).

Other Conventions: Five-year cycle

5. The Governing Body requested the Office to submit a draft grouping by subject matter of Conventions in the five-year reporting cycle, for reporting purposes. It has already been noted during previous discussions that there are different ways of approaching this grouping by subject matter. In the context defined in the present document, the Office proposes a division of the instruments into 20 groups (see Appendix 2).
6. In order to avoid any possible confusion, these groups have been clearly distinguished from those relating to the fundamental and priority Conventions. It has also been decided to group together all Conventions relating to the same category of workers, for example, seafarers, fishermen or dockworkers, rather than placing these under different subject headings (for example, occupational safety and health, social security, etc.). This would appear to be justified by the specific employment and working conditions of each of these categories of workers. It will also be noted that, following this division, a number of

Conventions remain on their own. The Office considered that these instruments concerned matters that constitute subjects in their own right and could not easily be subsumed in broader subject areas.

7. On the basis of these groupings, an arrangement for requests for reports on Conventions in the five-year cycle has been established (Appendix 3). As regards groups comprising a very large number of Conventions, the secretariat is faced with the same problem of equalizing its workload as with the fundamental and priority Conventions. Consequently, the same solution is proposed, namely, a division into two groups (A-J and K-Z) by English alphabetical order of the names of the member States concerned. Such a division evens out the workload among all the groups.
8. Previous adjustments to the reporting system were adopted in 1993 and fully implemented in 1996. In accordance with the decision of the Governing Body, they were reassessed after an experimental period of five years. With regard to the adjustments set out in the present document, the Office proposes to implement them from 2003 onwards and to report to the Committee after a period of five years.
9. ***The Committee may wish to propose to the Governing Body:***
 - (a) ***that, for reporting purposes, it approve the proposed grouping by subject matter of Conventions in the five-year cycle, as set out in Appendix 2 of the present document;***
 - (b) ***that it take note of the arrangement of the groups of Conventions in two-year and five-year cycles for reporting purposes, as set out in Appendix 3;***
 - (c) ***that it invite the Office to implement the adjustments to the grouping of Conventions from 2003 onwards, and to report to the LILS Committee after a period of five years.***

Geneva, 18 February 2002.

Point for decision: Paragraph 9.

Appendix I

Conventions in the two-year reporting cycle

Fundamental Conventions

Freedom of association and collective bargaining

Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)

Right to Organise and Collective Bargaining Convention, 1949 (No. 98)

Forced labour

Forced Labour Convention, 1930 (No. 29)

Abolition of Forced Labour Convention, 1957 (No. 105)

Equality of opportunity and treatment

Equal Remuneration Convention, 1951 (No. 100)

Discrimination (Employment and Occupation) Convention, 1958 (No. 111)

Child labour

Minimum Age Convention, 1973 (No. 138)

Worst Forms of Child Labour Convention, 1999 (No. 182)

Priority Conventions

Employment policy

Employment Policy Convention, 1964 (No. 122)

Labour inspection

Labour Inspection Convention, 1947 (No. 81)

Labour Inspection (Agriculture) Convention, 1969 (No. 129)

Tripartite consultations

Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144)

Appendix II

Conventions in the five-year reporting cycle

Freedom of association (agriculture, non-metropolitan territories)

- Right of Association (Agriculture) Convention, 1921 (No. 11)
- Right of Association (Non-Metropolitan Territories) Convention, 1947 (No. 84)
- Rural Workers' Organisations Convention, 1975 (No. 141)

Industrial relations

- Workers' Representatives Convention, 1971 (No. 135)
- Labour Relations (Public Service) Convention, 1978 (No. 151)
- Collective Bargaining Convention, 1981 (No. 154)

Protection of children and young persons

- Minimum Age (Industry) Convention, 1919 (No. 5)
- Night Work of Young Persons (Industry) Convention, 1919 (No. 6)
- Minimum Age (Agriculture) Convention, 1921 (No. 10)
- Minimum Age (Non-Industrial Employment) Convention, 1932 (No. 33)
- Minimum Age (Industry) Convention (Revised), 1937 (No. 59)
- Medical Examination of Young Persons (Industry) Convention, 1946 (No. 77)
- Medical Examination of Young Persons (Non-Industrial Occupations) Convention, 1946 (No. 78)
- Night Work of Young Persons (Non-Industrial Occupations) Convention, 1946 (No. 79)
- Night Work of Young Persons (Industry) Convention (Revised), 1948 (No. 90)
- Minimum Age (Underground Work) Convention, 1965 (No. 123)
- Medical Examination of Young Persons (Underground Work) Convention, 1965 (No. 124)

Employment promotion

- Unemployment Convention, 1919 (No. 2)
- Employment Service Convention, 1948 (No. 88)
- Fee-Charging Employment Agencies Convention (Revised), 1949 (No. 96)
- Vocational Rehabilitation and Employment (Disabled Persons) Convention, 1983 (No. 159)
- Private Employment Agencies Convention, 1997 (No. 181)

Vocational guidance and training

- Paid Educational Leave Convention, 1974 (No. 140)
- Human Resources Development Convention, 1975 (No. 142)

Security of employment

Termination of Employment Convention, 1982 (No. 158)

Social policy

Social Policy (Non-Metropolitan Territories) Convention, 1947 (No. 82)

Social Policy (Basic Aims and Standards) Convention, 1962 (No. 117)

Wages

Minimum Wage-Fixing Machinery Convention, 1928 (No. 26)

Labour Clauses (Public Contracts) Convention, 1949 (No. 94)

Protection of Wages Convention, 1949 (No. 95)

Minimum Wage Fixing Machinery (Agriculture) Convention, 1951 (No. 99)

Minimum Wage Fixing Convention, 1970 (No. 131)

Protection of Workers' Claims (Employer's Insolvency) Convention, 1992 (No. 173)

Working time

Hours of Work (Industry) Convention, 1919 (No. 1)

Weekly Rest (Industry) Convention, 1921 (No. 14)

Hours of Work (Commerce and Offices) Convention, 1930 (No. 30)

Forty-Hour Week Convention, 1935 (No. 47)

Holidays with Pay Convention, 1936 (No. 52)

Night Work (Women) Convention (Revised), 1948 (No. 89)

Holidays with Pay (Agriculture) Convention, 1952 (No. 101)

Weekly Rest (Commerce and Offices) Convention, 1957 (No. 106)

Holidays with Pay Convention (Revised), 1970 (No. 132)

Hours of Work and Rest Periods (Road Transport) Convention, 1979 (No. 153)

Night Work Convention, 1990 (No. 171)

Part-Time Work Convention, 1994 (No. 175)

Workers with family responsibilities

Workers with Family Responsibilities Convention, 1981 (No. 156)

Migrant workers

Migration for Employment Convention (Revised), 1949 (No. 97)

Migrant Workers (Supplementary Provisions) Convention, 1975 (No. 143)

Occupational safety and health

White Lead (Painting) Convention, 1921 (No. 13)

Underground Work (Women) Convention, 1935 (No. 45)

Safety Provisions (Building) Convention, 1937 (No. 62)

Radiation Protection Convention, 1960 (No. 115)

Guarding of Machinery Convention, 1963 (No. 119)
Hygiene (Commerce and Offices) Convention, 1964 (No. 120)
Maximum Weight Convention, 1967 (No. 127)
Benzene Convention, 1971 (No. 136)
Occupational Cancer Convention, 1974 (No. 139)
Working Environment (Air Pollution, Noise and Vibration) Convention, 1977 (No. 148)
Occupational Safety and Health Convention, 1981 (No. 155)
Occupational Health Services Convention, 1985 (No. 161)
Asbestos Convention, 1986 (No. 162)
Safety and Health in Construction Convention, 1988 (No. 167)
Chemicals Convention, 1990 (No. 170)
Prevention of Major Industrial Accidents Convention, 1993 (No. 174)
Safety and Health in Mines Convention, 1995 (No. 176)
Safety and Health in Agriculture Convention, 2001 (No. 184) ¹

Social security

Workmen's Compensation (Agriculture) Convention, 1921 (No. 12)
Workmen's Compensation (Accidents) Convention, 1925 (No. 17)
Workmen's Compensation (Occupational Diseases) Convention, 1925 (No. 18)
Equality of Treatment (Accident Compensation) Convention, 1925 (No. 19)
Sickness Insurance (Industry) Convention, 1927 (No. 24)
Sickness Insurance (Agriculture) Convention, 1927 (No. 25)
Workmen's Compensation (Occupational Diseases) Convention (Revised), 1934 (No. 42)
Unemployment Provision Convention, 1934 (No. 44)
Social Security (Minimum Standards) Convention, 1952 (No. 102)
Equality of Treatment (Social Security) Convention, 1962 (No. 118)
Employment Injury Benefits Convention, 1964 [Schedule I amended in 1980] (No. 121)
Invalidity, Old-Age and Survivors' Benefits Convention, 1967 (No. 128)
Medical Care and Sickness Benefits Convention, 1969 (No. 130)
Maintenance of Social Security Rights Convention, 1982 (No. 157)
Employment Promotion and Protection against Unemployment Convention, 1988 (No. 168)

Maternity protection

Maternity Protection Convention, 1919 (No. 3)
Maternity Protection Convention (Revised), 1952 (No. 103)
Maternity Protection Convention, 2000 (No. 183)

¹ Convention No. 184 has not yet entered into force.

Labour administration

Convention concerning Statistics of Wages and Hours of Work, 1938 (No. 63)
Labour Inspectorates (Non-Metropolitan Territories) Convention, 1947 (No. 85)
Labour Administration Convention, 1978 (No. 150)
Labour Statistics Convention, 1985 (No. 160)

Seafarers

Minimum Age (Sea) Convention, 1920 (No. 7)
Unemployment Indemnity (Shipwreck) Convention, 1920 (No. 8)
Placing of Seamen Convention, 1920 (No. 9)
Medical Examination of Young Persons (Sea) Convention, 1921 (No. 16)
Seamen's Articles of Agreement Convention, 1926 (No. 22)
Repatriation of Seamen Convention, 1926 (No. 23)
Officers' Competency Certificates Convention, 1936 (No. 53)
Shipowners' Liability (Sick and Injured Seamen) Convention, 1936 (No. 55)
Sickness Insurance (Sea) Convention, 1936 (No. 56)
Minimum Age (Sea) Convention (Revised), 1936 (No. 58)
Food and Catering (Ships' Crews) Convention, 1946 (No. 68)
Certification of Ships' Cooks Convention, 1946 (No. 69)
Seafarers' Pensions Convention, 1946 (No. 71)
Medical Examination (Seafarers) Convention, 1946 (No. 73)
Certification of Able Seamen Convention, 1946 (No. 74)
Accommodation of Crews Convention (Revised), 1949 (No. 92)
Seafarers' Identity Documents Convention, 1958 (No. 108)
Accommodation of Crews (Supplementary Provisions) Convention, 1970 (No. 133)
Prevention of Accidents (Seafarers) Convention, 1970 (No. 134)
Continuity of Employment (Seafarers) Convention, 1976 (No. 145)
Repatriation of Seafarers' Annual Leave with Pay Convention, 1976 (No. 146)
Merchant Shipping (Minimum Standards) Convention, 1976 (No. 147)
Seafarers' Welfare Convention, 1987 (No. 163)
Health Protection and Medical Care (Seafarers) Convention, 1987 (No. 164)
Social Security (Seafarers) Convention (Revised), 1987 (No. 165)
Repatriation of Seafarers Convention (Revised), 1987 (No. 166)
Labour Inspection (Seafarers) Convention, 1996 (No. 178)
Recruitment and Placement of Seafarers Convention, 1996 (No. 179)
Seafarers' Hours of Work and the Manning of Ships Convention, 1996 (No. 180)²

² Convention No. 180 has not yet entered into force.

Fishermen

- Minimum Age (Fishermen) Convention, 1959 (No. 112)
- Medical Examination (Fishermen) Convention, 1959 (No. 113)
- Fishermen's Articles of Agreement Convention, 1959 (No. 114)
- Fishermen's Competency Certificates Convention, 1966 (No. 125)
- Accommodation of Crews (Fishermen) Convention, 1966 (No. 126)

Dockworkers

- Marking of Weight (Packages Transported by Vessels) Convention, 1929 (No. 27)
- Protection against Accidents (Dockers) Convention (Revised), 1932 (No. 32)
- Dock Work Convention, 1973 (No. 137)
- Occupational Safety and Health (Dock Work) Convention, 1979 (No. 152)

Indigenous and tribal peoples

- Indigenous and Tribal Populations Convention, 1957 (No. 107)
- Indigenous and Tribal Peoples Convention, 1989 (No. 169)

Specific categories of workers

- Plantations Convention, 1958 (No. 110)
- Nursing Personnel Convention, 1977 (No. 149)
- Working Conditions (Hotels and Restaurants) Convention, 1991 (No. 172)
- Home Work Convention, 1996 (No. 177)

Appendix III

Arrangement of Conventions ¹ by group in the two-year and five-year ² reporting cycles for reporting purposes

1st year Due in 2003	2nd year Due in 2004	3rd year Due in 2005	4th year Due in 2006	5th year Due in 2007
Two-year cycle				
<i>Freedom of association and collective bargaining (A-J)</i>	<i>Freedom of association and collective bargaining (K-Z)</i>	<i>Freedom of association and collective bargaining (A-J)</i>	<i>Freedom of association and collective bargaining (K-Z)</i>	<i>Freedom of association and collective bargaining (A-J)</i>
87	87	87	87	87
98	98	98	98	98
<i>Forced Labour (K-Z)</i>	<i>Forced Labour (A-J)</i>	<i>Forced Labour (K-Z)</i>	<i>Forced Labour (A-J)</i>	<i>Forced Labour (K-Z)</i>
29	29	29	29	29
105	105	105	105	105
<i>Equality of opportunity and treatment (A-J)</i>	<i>Equality of opportunity and treatment (K-Z)</i>	<i>Equality of opportunity and treatment (A-J)</i>	<i>Equality of opportunity and treatment (K-Z)</i>	<i>Equality of opportunity and treatment (A-J)</i>
100	100	100	100	100
111	111	111	111	111
<i>Child Labour (K-Z)</i>	<i>Child Labour (A-J)</i>	<i>Child Labour (K-Z)</i>	<i>Child Labour (A-J)</i>	<i>Child Labour (K-Z)</i>
138	138	138	138	138
182	182	182	182	182

¹ The following Conventions are not subject to reporting under article 22 of the Constitution: withdrawn Conventions – Conventions Nos. 31, 46, 51, 61, 66; Conventions that have not entered into force – Conventions Nos. 54, 57, 70, 72, 75, 76, 93, 109, 180, 184; Conventions on final provisions – Conventions Nos. 80, 116. The following Conventions have been shelved and reports on their application are not requested on a regular basis: Conventions Nos. 4, 15, 20, 21, 28, 34, 35, 36, 37, 38, 39, 40, 41, 43, 48, 49, 50, 60, 64, 65, 67, 86, 91, 104. In addition, monitoring of Convention No. 83 takes place as part of the monitoring process for the Conventions listed in the annex to that instrument.

² The two cycles are presented together in order to give a complete overview of the reports requested each year.

1st year	2nd year	3rd year	4th year	5th year
Due in 2003	Due in 2004	Due in 2005	Due in 2006	Due in 2007
<i>Employment policy (A-J)</i>	<i>Employment policy (K-Z)</i>	<i>Employment policy (A-J)</i>	<i>Employment policy (K-Z)</i>	<i>Employment policy (A-J)</i>
122	122	122	122	122
<i>Labour Inspection (K-Z)</i>	<i>Labour Inspection (A-J)</i>	<i>Labour Inspection (K-Z)</i>	<i>Labour Inspection (A-J)</i>	<i>Labour Inspection (K-Z)</i>
81	81	81	81	81
129	129	129	129	129
<i>Tripartite consultations (A-J)</i>	<i>Tripartite consultations (K-Z)</i>	<i>Tripartite consultations (A-J)</i>	<i>Tripartite consultations (K-Z)</i>	<i>Tripartite consultations (A-J)</i>
144	144	144	144	144
Five-year cycle				
<i>Working time</i>	<i>Occupational safety and health (K-Z)</i>	<i>Occupational safety and health (A-J)</i>	<i>Social security (K-Z)</i>	<i>Social security (A-J)</i>
1	13	13	12	12
14	45	45	17	17
30	62	62	18	18
47	115	115	19	19
52	119	119	24	24
89	120	120	25	25
101	127	127	42	42
106	136	136	44	44
132	139	139	102	102
153	148	148	118	118
171	155	155	121	121
175	161	161	128	128
<i>Social policy</i>	162	162	130	130
82	167	167	157	157
117	170	170	168	168
<i>Labour administration</i>	174	174	<i>Protection of children and young persons (A-J)</i>	<i>Protection of children and young persons (K-Z)</i>
63	176	176	5	5
85	<i>Seafarers (A-J)</i>	<i>Seafarers (K-Z)</i>	6	6
150	7	7	10	10
160	8	8	33	33

1st year	2nd year	3rd year	4th year	5th year
Due in 2003	Due in 2004	Due in 2005	Due in 2006	Due in 2007
<i>Maternity protection</i>	9	9	59	59
3	16	16	77	77
103	22	22	78	78
183	23	23	79	79
<i>Specific categories of workers</i>	53	53	90	90
110	55	55	123	123
149	56	56	124	124
172	58	58		
177	68	68	<i>Wages (A-J)</i>	<i>Wages (K-Z)</i>
<i>Indigenous and tribal peoples</i>	69	69	26	26
107	71	71	94	94
169	73	73	95	95
<i>Vocational guidance and training</i>	74	74	99	99
140	92	92	131	131
142	108	108	173	173
	133	133	<i>Fishermen</i>	<i>Dockworkers</i>
	134	134	112	27
	145	145	113	32
	146	146	114	137
	147	147	125	152
	163	163	126	<i>Migrant workers</i>
	164	164	<i>Workers with family responsibilities</i>	97
	165	165	156	143
	166	166	<i>Security of employment</i>	
	178	178	158	
	179	179	<i>Freedom of association (agriculture, NMTs)</i>	
	<i>Employment promotion (K-Z)</i>	<i>Employment promotion (A-J)</i>	11	
	2	2	84	
	88	88	141	
	96	96		
	159	159		
	181	181		

1st year	2nd year	3rd year	4th year	5th year
Due in 2003	Due in 2004	Due in 2005	Due in 2006	Due in 2007
	<i>Industrial relations</i>			
	135			
	151			
	154			