



FOURTH ITEM ON THE AGENDA

Security and safety of staff and premises

1. At its 288th (November 2003) Session, the Governing Body authorized the Office “to implement measures to improve security at the headquarters building, including restricted access to the building and the parking facilities” for an estimated cost of US\$780,000. The Governing Body further requested the Director-General “to consult the Officers of the Governing Body on the implementation of the security measures” and “to submit to the 289th (March 2004) Session of the Governing Body a document setting out a proposed strategy on security of all the staff and the existing and future premises of the Organization”.¹
2. The Governing Body expressed its overwhelming support in November to enhance the level of security on ILO premises, especially at headquarters in Geneva. Security measures need to be reinforced and adapted to the present global context while ensuring that the security and safety of staff and premises are being managed and monitored efficiently. In doing so, the Office will strive to maintain an adequate balance between the traditional openness of the ILO and security concerns. The system in place will allow sufficient flexibility to be adapted, if necessary, to different security requirements based on different risk assessment levels.
3. While efforts continue in external offices, in order to make them compliant with the Minimum Operating Security Standards (MOSS) applied by the United Nations system in field locations, the Office must bring the level of security at headquarters closer to that of other agencies in Geneva. An internal task force, including a representative of the Staff Union, has been set up to provide guidance on how to implement the measures to be taken, including establishing appropriate procedures, with as little inconvenience as possible to staff, delegates and visitors. Care needs to be given in this regard to differences in security awareness and culture.
4. Improving safety goes hand in hand with reinforced security. As security measures are developed, due attention will be given to more general safety concerns, for example, for staff working late at night. Similarly, renovation work conducted as part of the ongoing maintenance and upkeep of the building necessarily includes enhanced security and safety features.

¹ GB.288/9/1.

5. The headquarters building was designed in a spirit of openness for both officials and visitors, which causes an additional difficulty in adapting it to current security requirements. In practical terms, the perimeter is still freely accessible and there are 11 entrances to the building: three from the parking facilities, three for deliveries and five for pedestrians.

Monitoring access to buildings and parking facilities at ILO headquarters

6. The measures adopted by the Governing Body at its 288th Session, namely monitoring access to buildings and parking facilities at headquarters, should be implemented while keeping the traditional openness of the ILO. The Office has therefore opted for specialized monitoring of entrances rather than closing off the grounds and limiting access points. This is all the more justified given that the various flows (pedestrian, vehicle and public transport) cannot, for reasons of location, be directed towards one entrance without causing considerable inconvenience to users.
7. The new measures, which should be operational by the autumn of 2004, will allow the identification and monitoring of people and vehicles entering the ILO, and will secure access to strategic technical equipment (air conditioning, heating, computer rooms, workshops), and even, should the circumstances require, make it possible to monitor deliveries and personal belongings. Moreover, technical provisions will be put into place to provide, particularly for women, enhanced safety in the buildings and the parking facilities at night. On the same matter, measures are already in place as regards lighting in the grounds and on the path running between the main building and the pavilion. Structural changes have been made to several entrance points to make distance surveillance possible from the control centre. Work is also under way to facilitate the access of people using public transport or arriving by bicycle.
8. The above measures require the installation of new security equipment according to the instructions provided by the Governing Body in November 2003. An international invitation to tender was sent out at the end of December, which included the following points:
 - access-monitoring detectors for the parking facilities and buildings;
 - upgrading the current technical network;
 - upgrading the video and audio network at the checkpoints;
 - preparing badges for the visual and electronic identification of people and vehicles;
 - installing sensors to read the data contained on the badges;
 - upgrading the structure of the buildings;
 - developing a signalling system.

The installation of equipment will begin by September 2004 and a trial period of at least one month will be needed to implement any changes required.

9. Special efforts will be needed as regards training, including the preparation and upgrading of procedures for security personnel and, in parallel, for users. A complete security and safety manual is being prepared. Furthermore, the internal task force will pay particular

attention to communication, both for staff and for visitors. It will also be necessary to adapt the security guidelines, in keeping with MOSS recommendations, to the risk level defined for Geneva by UNSECOORD.

Insurance of ILO headquarters premises

- 10.** In the summer of 2003, the insurance company covering the headquarters buildings terminated the contract owing to the increased risk of terrorism against international organizations. Following an international invitation to tender, the ILO signed an initial contract retaining the same coverage against basic risks, namely fire, water damage, natural disaster and debris clearance to the insured amount of US\$280 million for the buildings and US\$18.6 million for the electronic equipment, including cabling. A second contract was concluded to cover the risks of earthquakes and terrorism, at exactly the same level as previously, being US\$29 million and US\$37 million, respectively. The total annual premium rose from US\$196,000 (in 2003) to approximately US\$365,000 (in 2004) for equivalent coverage.
- 11.** In view of the upcoming introduction of increased security measures at headquarters, it was thought prudent to sign insurance contracts for a period of one year. According to insurance experts, it is thought that the implementation of these new security measures might subsequently make it possible to reduce the cost of premiums without reducing the coverage of risks. This being the case, another public invitation to tender will be sent out at the end of 2004.

Security and safety in the field

- 12.** The activities to improve the security and safety of ILO staff in the field were reported to the Governing Body in November 2003. Training to heighten security awareness is being carried out through an interactive training course on the Intranet and on CD-ROM, participation of headquarters staff in monthly security training courses organized by WHO, and security training programmes for local security focal points in the field offices. A course was held in November 2003 for one of the four regional offices. More courses have been scheduled.
- 13.** The Office efforts to improve security in the field are being pursued. In that context, all new premises are integrating MOSS recommendations for security and safety, such as a centralized alarm control, a secured basement, reinforced windows and structural adaptations. Furthermore, since November 2003, two subregional offices have been relocated to new premises.

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Submitted for information.