

# Annual calendar for reports on ratified Conventions

## ILO action

- Publication of report of the Committee of Experts on the Application of Conventions and Recommendations.
- The Office sends request for (detailed/simplified) reports due that year, with individual report forms and any comments by ILO supervisory bodies for each Convention.
- The Office sends a second communication, with copies of any pending comments by supervisory bodies concerning Conventions on which reports are due in subsequent years.
- The Office sends copies of request for reports due that year, with any pending comments by ILO supervisory bodies, to the national organizations of employers and workers.
- The Conference Committee on the Application of Standards meets to examine the report of the Committee of Experts on the Application of Conventions and Recommendations and a selection of individual cases on which the governments are invited to contribute details.
- The Office circulates the report of the Committee on the Application of Standards at June Conference session.
- The Office checks that the reports contain all of the replies, information and documentation requested. If they do not, the Office will, without entering into the substance of the matter, ask to send them.
- If the Office receives observations directly from employers and workers, it sends a copy to the government in order that it may reply.
- The Committee of Experts on the Application of Conventions and Recommendations meets to adopt the report that will be submitted for consideration to the International Labour Conference the following year.

February

March

April

June

July

September  
and october

November  
and december

## Action by national administrations

- Examine the report of the Committee of Experts on the Application of Conventions and Recommendations, to prepare for discussion in the Conference Committee on the Application of Standards.
- Prepare information, as appropriate, for the Conference Committee on the Application of Standards, in writing or to be given orally.
- States parties to Convention No. 144: consult employers' and workers' organizations on questions arising out of reports to be made.
- Prepare reports and send (if necessary, in batches) to reach the Office **between 1 June and 1 September** at the latest.
- Study any comments of the Committee of Experts on the Application of Conventions and Recommendations on the questions raised, with a view to initiating measures needed to ensure compliance.
- Participate in proceedings and, as appropriate, in discussion of any cases concerning own country selected for consideration, within the framework of the Conference Committee on the Application of Standards.
- Send to the Office reports due (if necessary, in batches).
- Send copies of reports to employers' and workers' organizations.
- Send the additional information to the Office, if so requested.
- Examine, looking to take into consideration all possible and necessary measures to be taken into account, and as appropriate, follow up on the comments of the Conference Committee on the Application of Standards.
- Provide information in this regard in the reports.
- Send additional information to the Office, if so requested.

From June 1 to September 1