

Meeting of the Working Group of the Special Tripartite Committee established under Article XIII of the Maritime Labour Convention, 2006 (MLC, 2006)



Geneva,
3–5 April 2017

Note for the participants

The meeting of the Working Group of the Special Tripartite Committee established under Article XII of the Maritime Labour Convention, 2006 (MLC, 2016) will be held from 3 to 5 April 2017 at the International Labour Office. The opening plenary sitting, which will be held in the Room II of the ILO building (R3 South), will begin at 11 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 Working Group was given the following terms of reference:

- (i) to examine issues related to the protection of seafarers' wages when the seafarer is held captive on or off the ship as a result of acts such as piracy or armed robbery, and to prepare proposals including an amendment to the Code of the MLC, 2006, to address these issues;
- (ii) to recommend improvements to the process for preparing proposals for amendments to the Code of the MLC, 2006, for consideration by the STC in accordance with Article XV of the Convention and article 11 of the Standing Orders of the STC, to promote their earlier and fuller consideration by member States and representative organizations of Seafarers and Shipowners; and
- (iii) to deliver a report, with recommendations, to be submitted to the third meeting of the STC, not later than nine months before the meeting.

Composition of the Meeting

The Working Group, in keeping with the Standing Orders of the STC, will be composed of four Government representatives, four Shipowner representatives and four Seafarer representatives.

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	Room II
	Shipowners' group	Room III
	Seafarers' group	Room IV

Documents

Relevant background information has been provided under the heading “Meetings of the Special Tripartite Committee” at the ILO website dedicated on the MLC, 2006 (www.ilo.org/mlc).

In order to enable participants to take a full part in the work of the Meeting the following documents will be issued in English, French and Spanish:

- (a) the Background paper on the preparation of proposals for amendments to the Code of the Maritime Labour Convention, 2006 (STCMLC/WG/2017/1);
- (b) Background paper on the protection of seafarers' wages when the seafarer is held captive on or off the ship as a result of acts such as piracy or armed robbery (STCMLC/WG/2017/2);
- (c) the list of participants (provisional, STCMLC/WG/2017);
- (d) the draft timetable and

In the weeks following the Meeting, the Office will send to all participants a brief report of the discussion of the Meeting for comments.

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 to 20 minutes there-after; from 7 a.m. to 8 p.m. the “28” bus runs every 20 to 30 minutes and less frequently thereafter; the “F” bus runs every 15 to 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 on R2 level (south).

Access to the ILO building

Please note that due to increased security procedures and on-going renovations of the ILO building, access to the ILO is restricted. Participants should bring with them valid identification (passport or national identity card).

All participants arriving on **Monday, 3 April**, by car should follow the signs to the visitors’ parking P1 and from there, the signs indicating “Door 4”. Participants arriving by taxi should request the taxi to deposit them to Door 4 of the ILO, while participants arriving by bus should follow the signs from the bus stop to the ILO and follow the signs to Door 4 (situated in R2 South) (see map in Appendix).

At the security desk, participants will be welcomed by a staff member of the secretariat **as from 7:30 a.m.**, 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.

Once having entered, participants are asked to direct themselves to the Meeting registration desk at level R3 on the South side of the building.

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.*

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

Official registration will take place at Information Desk (R3 South) on the first day of the meeting. Each participant will be issued with a badge bearing his/her name. Participants are requested to wear this badge whenever they are in the ILO building.

Meeting rooms

The times and places of the meetings to be held each day will be shown on the notice board next to the Registration and Information desk.

The plenary sittings will be held in the Room II, 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.

Secretariat offices

A list of members of the secretariat, with their office numbers, will be issued the first day of the Meeting and will be available at the Registration and Information Desk (R3 level south).

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 giving instructions about these payments at Registration and Information Desk (R3 level south) on Monday from 8 to 11 a.m.

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.

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, a self-service cafeteria and a snack bar are located at the R2 level at the North end of the building. 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 bar at R3 South.

First aid

In case of need, participants may contact the Medical Service located at R3 level North, (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 (ILO)
Working Group of the Special Tripartite Committee established under Article XII
of the MLC, 2006 – STCMLC/2017
Case postale 500
CH-1211 Genève 22
Switzerland

Telephone: (4122) 799.72.49
Fax: (4122) 799.67.71

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

Appendix

Bus and tram routes Plan des lignes d'autobus et de tramway Plano de las líneas de autobús y tranvía







