



International Labour Office
Bureau international du Travail
Oficina Internacional del Trabajo

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P.O. Box 32 (Aleksanterinkatu 4)
Helsinki
FI-00023 Government
Finlande

13 March 2017

**Reports on the application of ratified Conventions
(Article 22 of the Constitution of the International Labour Organisation)**

Dear Madam,

I have the honour of writing to you concerning the reports and other information which your Government is required to provide this year on the application of the international labour Conventions ratified by your country, under article 22 of the ILO Constitution.

In order to facilitate the submission of reports by your country, I have enclosed the following information:

- A list of the Conventions in respect of which your Government is invited to submit reports this year (**Appendix I**).
- The comments (observations and direct requests) of the Committee of Experts concerning the application of the above-mentioned Conventions, to which your Government is invited to reply this year in its reports (**Appendix II**).
- An Explanatory Note concerning the preparation of reports on ratified Conventions (**Appendix III**).

Please note that you can find the report forms at the following address:

<http://www.ilo.org/dyn/normlex/en/f?p=1000:14002:0::NO::>

I would like to bring to your attention the fact that a new report form on the Maritime Labour Convention, 2006, as amended (MLC, 2006) will be submitted for adoption at the 329th Session of the Governing Body in March 2017. A communication will be sent in this regard to the governments concerned as soon as the new report form is available in our web site.

Please also note that the *Handbook of procedures relating to international labour Conventions and Recommendations* is available online at the following address:

http://www.ilo.org/global/standards/information-resources-and-publications/publications/WCMS_192621/lang--en/index.htm

The documents mentioned in this letter are being forwarded only to the addressee of the original.

In accordance with article 23, paragraph 2, of the ILO Constitution, copies of your reports and other information have to be communicated to the representative organizations of employers and workers in your country. Furthermore, if your country has ratified the Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144), effective consultations with these organizations have to be held on any questions concerning reports under article 22 of the Constitution.

All of the corresponding reports and information should reach the International Labour Office within the time limit fixed by the Governing Body, that is **between 1 June and 1 September 2017 at the latest**, if necessary in batches. You are encouraged to transmit them in electronic form (accompanied by a duly signed covering letter attached to the email). If all the attachments are included in the email, **it is not necessary** to send a hard copy version. Reports and any related correspondence may of course also be submitted by fax or by mail, addressed to:

International Labour Standards Department
International Labour Office
1211 GENEVA 22
Switzerland
Facsimile: + 41 22 799 6771
Email: NORM_REPORT@ilo.org

To facilitate and streamline the reporting process, the Office has developed an online reporting system. If you wish to submit reports via this system, or if you have any queries, please contact us at the following address: normesonlinereporting@ilo.org.

The International Labour Office, and in particular the Decent Work Technical Support Team covering your country, remain at your disposal to provide your Government with any technical assistance it may require in respect of both the submission of the reports due and of the issues raised by the Committee of Experts in its comments.

Yours sincerely,
For the Director-General:



Corinne Vargha
Director of the International
Labour Standards Department