

► Normes

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R: ACD 7 (2023)

TO MEMBER STATES OF THE ILO

15 July 2022

**Reports on unratified Conventions and
Recommendations (article 19 of the Constitution
of the International Labour Organization)**

Dear Sir or Madam,

I have the honour to inform you that the [report form](#) adopted by the Governing Body of the International Labour Office at its 344th Session (March 2022), to be used in the preparation of the report that your Government is requested to submit under article 19 of the Constitution of the ILO, is now available on the ILO website.

The provisions of article 19, paragraphs 5(e) and 6(d) and, for federal States, paragraphs 7(a) and 7(b) (iv) and (v), define the obligation of Member States to submit reports according to the modalities, and on the specific points, contained in the form.

The Governing Body decided that the report requested for the year 2023 would concern the Labour Administration Convention, 1978 (No. 150), and the Labour Administration Recommendation, 1978 (No. 158).

The report form contains questions related to the structure of the labour administration system, the consultation with and participation by employers, workers and their organizations in the system of labour administration, the main functions of the system of labour administration and a way forward section. The report should cover the Convention, if it was not ratified by your country, and the Recommendation.

I would like to take this opportunity to remind you that, in accordance with Article 23, paragraph 2, of the ILO Constitution, each Member should send a copy of its report to the representative organizations of employers and workers in its country.

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Please send your completed report, by no later than **28 February 2023**, to the following address:

The International Labour Standards Department
International Labour Office
4 Route des Morillons
CH - 1211 GENEVE 22
Facsimile: + 41 22 799 67 71
E-mail: NORM_REPORT@ilo.org

Yours faithfully,

For the Director-General:

A handwritten signature in black ink, appearing to read 'C. Vargha', with a large, stylized initial 'C'.

Corinne Vargha
Director of the International
Labour Standards Department