



### The ILO Turin Centre's facilities

Located in an attractive park on the banks of the River Po, the Centre's campus provides a congenial environment in which to live and study.

- It contains 21 pavilions with fully equipped modern classrooms, conference halls and meeting rooms fitted out for multilingual simultaneous interpretation, a computer laboratory, and a computerized documentation centre linked to various data banks.

The campus has 287 study/bedrooms, all with private bathrooms, telephones and cable television. It also has:

- a reception desk open 24 hours a day;

- a restaurant, a self-service canteen and a coffee lounge, all catering for international dietary needs;
- a bank;
- a travel agency;
- a laundry service;
- a post office;
- an internet point;
- a recreation room;
- facilities for outdoor and indoor sports;
- an infirmary.

Social events are regularly held both on and off campus, so that participants from different cultural backgrounds can make the most of a stimulating international environment.

### For further information, please contact

**International Training Centre of the ILO**  
Social Protection,  
Governance and Tripartism Programme  
Viale Maestri del Lavoro 10,  
10127 Torino, Italy

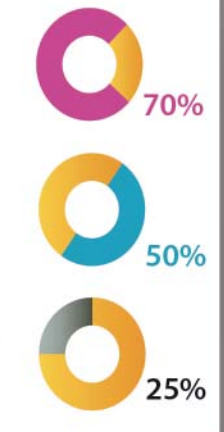
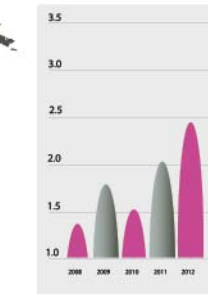
Mr. Charles Crevier  
Activity Manager  
spgt@itcilo.org  
Phone: +39 011 6936 524



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# ILO/ISSA Guidelines on Actuarial Work for Social Security



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18 – 22 June 2018  
Turin, Italy





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## ISSA Guidelines

Guidelines published by the International Social Security Association (ISSA) have been produced by the world's practitioners and constitute the knowledge base for the ISSA Centre for Excellence (CfE). The Centre provides technical advice, capacity building and recognition services to ISSA member institutions to support their efforts to work towards good governance, high performance and service quality. This course is organized by the ITCILO as an accredited training partner of the ISSA's CfE Academy diploma programme.



## Objectives

The ISSA Guidelines on Actuarial Work in Social Security are written for actuaries and other social security professionals undertaking actuarial work for social security schemes, as well as social security institutions, policy-makers and other stakeholders overseeing or reviewing actuarial work.

The objectives of the guidelines are to provide guidance to these different stakeholders in their work as it relates to the planning, management, financing and provision of social security benefits. The guidelines are structured to provide a list of issues to consider and recommendations in the carrying out of these duties. These duties will vary according to the stakeholder concerned and may include performing actuarial calculations, providing or formulating policy advice, supervision, reporting, management and communication.

The main objectives are therefore to:

1. Promote good practice in relation to actuarial work undertaken by, and for, social security institutions and to support efforts to improve accuracy, consistency and comparability of actuarial work.
2. Provide guidance for the procedures carried out by actuaries in their work.

3. Facilitate the work of institutions in their governance procedures relating to actuarial work.
4. Improve the efficiency of actuarial procedures.
5. Provide practical assistance to institutions to facilitate their compliance with actuarial standards.
6. Provide guidance to individuals or bodies responsible for policy issues and regulation on actuarial involvement.

The objectives of the training course are:

- To equip participants with a broad knowledge of the key issues relating to the actuarial work as detailed in the ISSA Actuarial Work in Social Security Guidelines.
- To develop a firm understanding of the main roles and responsibilities of actuaries in the field of social security.
- To support participants' reflection on the application of the ISSA Actuarial Work in Social Security Guidelines in their own organizations.
- To facilitate the formation of a network of practitioners with an understanding of the ISSA Guidelines.



## Target group

This course is designed for social security professionals from ISSA member institutions. In particular, participants should hold positions directly related to the actuarial work and who are interested in improving the structures and processes of the actuarial work through the application of ISSA guidelines.



## Methodology and programme design

The course on "ISSA Guidelines on Actuarial Work in Social Security" consists of 50 training hours. The course consists of three phases:

- The Pre-training requires 10 hours of self-guided learning on the online platform. Participants will be asked to complete a set of online activities related to the ISSA Guidelines on Actuarial Work in Social

Security.

- The On-site training consists of 5-day session by ISSA accredited experts supported by the ITCILO Staff. This phase will be delivered at the ITCILO in Turin and consist of 35 hours of training. During this phase, an action-oriented, highly participative approach will be used with particular attention to sharing international experience with a view to adaptation and practical application. Training methods will combine lectures and discussions, case studies, group work and individual exercises.
- The Post-training will involve 5 hours of individual work to develop a proposal on how the ISSA Guidelines on Actuarial Work in Social Security could be applied in the participant's organization. A diploma is awarded to the participant based on the satisfactory completion of this post-training assignment.

The training course is organized along the core areas of the ISSA Guidelines on Actuarial Work in Social Security:

- Part A: Valuation of Social Security Schemes.
- Part B: Operational Management of Social Security Systems (including benefit calculations and determination of factors).
- Part C: Actuarial Work in Social Security Issues.
- Part D: Reporting, Communication and Disclosure.
- Part E: Risk Management and Analysis.
- Part F: Regulatory Issues, Standards and Professional Guidance.
- Part G: Policy and Strategy Issues.
- Part H: Actuarial Expertise, Staffing and Training within the Social Security Institution.



## Resource persons

Through its pivotal role in social security management, strong partnerships with other social security institution and comprehensive technical cooperation projects

around the world, the ISSA and the ITCILO draw on a worldwide network of social security experts from its own staff, social security institutions, recognized universities and research institutes and senior consultants.



## Language

English



## Cost of participation

The cost of participating in this course is **2215 EUR** (1600 EUR for tuition and 615 EUR for subsistence), excluding international air travel and airport transfers. This is payable in advance by the participant's sponsoring organization. This covers: tuition fees; the use of training facilities and support services; training materials and books; accommodation and full board at the Centre's campus; emergency medical care and insurance.

For information regarding payment, cancellation and refunds, please consult:

<http://www.itcilo.org/en/training-offer/how-to-apply>



## Applications

Applicants should complete the online nomination form no later than **18 May 2018**, supported by a nomination letter from their sponsoring institution indicating how the participant will be financed.

The nomination form can be found at:

<http://intranetp.itcilo.org/STF/A9011098/en>