



ONLINE

INTERNATIONAL LABOUR STANDARDS

UNDERSTANDING THE PROCEDURES AND CONSTITUTIONAL OBLIGATIONS RELATING TO INTERNATIONAL LABOUR STANDARDS

2025 EDITION

 30 HOURS

Information Note



International
Labour
Organization



International Training Centre

BACKGROUND AND RATIONALE

One of the International Labour Organization's (ILO) oldest and most important functions is the setting of international labour standards (ILS), which cover a wide range of subjects in the world of work, and are tripartite and universal in character. ILS are adopted by the tripartite International Labour Conference and take the form of Conventions, Recommendations and Protocols. Conventions are international treaties that are open to ratification by member States. By ratifying them, member States formally undertake to make their provisions effective, both in law and in practice, and to report on their application at regular intervals. Recommendations are non-binding instruments which provide guidance for national policy, legislation and practice. Protocols are partial and optional revisions or amendments of earlier Conventions. Since the foundation of the ILO in 1919, 191 Conventions, 208 Recommendations and 6 Protocols have been adopted.

Once ILS are adopted, member States are required under the ILO Constitution to submit them to the competent national authority (normally the parliament) on appropriate action. In the case of Conventions and Protocols, this means consideration for ratification. More than 8,200 ratifications have been registered so far.

The ILO has developed mechanisms for monitoring the application of ILS in law and practice. These mechanisms, which are unique at the international level, are based on the *evaluation* by independent experts of the manner in which obligations are complied with and on the examination of cases by the ILO's bodies. If problems in the application of ILS persist, the ILO seeks to assist countries through social dialogue and technical assistance.

As countries strive for a human-centred approach to a work of work in need of resolute action to promote social justice and to fully implement the 2030 Agenda for Sustainable Development, ILS provide a tried and trusted normative foundation to guide member States in the current state of polycrisis, characterized by a convergence of economic, environmental, geopolitical and security risks of unprecedented magnitude. ILS support policy coherence, provide a level playing field within and across countries to push back at inequalities, drive productivity gains needed to sustain decent standards of living, and regenerate trust in an open global economy that leaves no one behind.

WHO IS THE TARGET AUDIENCE?

- Government officials responsible for matters relating to national and international labour standards, including the fulfilment of the obligations laid down by the ILO Constitution.
- Representatives of employers' and workers' organizations responsible for ILO matters.
- ILO and UN officials interested in mainstreaming ILS.

WHY SHOULD I JOIN?

To strengthen national capacity to follow ILS procedures, including the discharge of obligations under the ILO Constitution.

WHAT WILL I GAIN FROM THE COURSE?

- Understanding of the procedures of standard setting, submission, ratification, regular and special supervision.
- Capacity to participate effectively in all standards-related procedures and consultations.

WHAT TOPICS DOES THIS COURSE COVER?

- ILS procedures
 - Background about the ILO
 - Standard-setting
 - Submission
 - Ratification, entry into force and denunciation
 - Regular system of supervision: reporting procedures (articles 22 and 19 of the ILO Constitution)
 - Committee of Experts on the Application of Conventions and Recommendations (CEACR)
 - Conference Committee on the Application of Standards (CAS)
 - Representations under article 24 of the ILO Constitution
 - Complaints under article 26 of the ILO Constitution
 - Complaints to the Committee on Freedom of Association (CFA)
- NORMLEX database and other ILS tools and resources on the Net

WHAT ARE THE LANGUAGES OF THE COURSE?

The course will be offered in English, French, Spanish, Arabic and Portuguese. A good command of one of the working languages is required.

HOW IS THE COURSE ORGANIZED?

- The course runs at a distance, via Internet, and is hosted on the ITCILO eCampus.
- Participation requires approximately 30 hours of individual work, which must be set aside as part of normal work time.
- The course is based on ten flexible self-guided sessions with: objectives, preliminary readings, video presentations, resources and assessment. Each session is accompanied by a step-by-step Internet guide.
- An assessment at the start and at the end of the training allows participants to measure improvements in levels of knowledge and understanding.
- On completing all activities, participants earn a digital certificate of participation specifically issued by the ITCILO.

WHO ARE THE LECTURERS?

- Members and former members of the ILO supervisory bodies, such as the Committee of Experts on the Application of Conventions and Recommendations (CEACR) and the Committee on Freedom of Association (CFA).
- Specialists from the International Labour Office.

HOW MUCH DOES THIS COURSE COST?

The total cost of participation is **520 Euros**.

HOW TO PAY FOR THIS COURSE?

Tuition costs must be paid in advance before the beginning of the course by the participant or the sponsor through bank transfer or credit card.

Payments by bank transfer should be made to:

International Training Centre of the ILO Account No. 560002
Bank: Intesa-Sanpaolo Ag. 523
IBAN: IT96 G030 6909 2141 0000 0560 002 BIC: BCITITMM
Address: Corso Unione Sovietica 409, 10135 Turin – Italy

Note: on the bank transfer form, the participant's name and the course code (A9717995) should be indicated.

For payments by credit card, please e-mail to ils@itcilo.org.

For detailed information regarding payments, cancellations and refunds, please consult: <https://www.itcilo.org/applications-payments-cancellation>.

HOW TO APPLY?

Candidates must submit the on-line application form duly completed, available at: <https://oarf2.itcilo.org/CST/A9717995/en> and a letter from the sponsor indicating the financial support (or a letter from the applicant stating that participation costs are covered by him/herself), to be uploaded while filling in the on-line application.

Incomplete applications will not be considered.

As an Organization dedicated to promoting social justice and internationally recognized human rights at work, the ILO is taking a leading role in international efforts to foster gender equality. In line with this ILO focus, women are particularly encouraged to apply to ITCILO courses..

WITHDRAWAL, CANCELLATION POLICY, AND REFUNDS FOR OPEN COURSES

If an enrolled participant wishes or must withdraw from a course, they may choose to apply to a different course or be substituted by another candidate. The participant must notify the Centre, in writing, of their decision at least 14 days prior to the start date of the course. Cancellation of participation in regular courses will result in the following penalties:

- 14 days or more prior to the start date of the course: No penalty, 100% refund of amount paid less applicable bank charges
- 8 to 13 days prior to the start date of the course: Penalty of 50% of course price, refund of residual amount paid (if any) less applicable bank charges
- 7 days or less prior to the start date of the course: Penalty of 100% of course price.

INFO

FOR FURTHER INFORMATION PLEASE CONTACT

International Training Centre of the ILO
International Labour Standards, Rights at
Work and Gender Equality (ILSGEN)
Viale Maestri del Lavoro, 10
10127 Turin – Italy

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www.itcilo.org

COURSE CODE: A9717995