

Analysis of APPLIS

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Current features

The screenshot shows the 'Applis' application window. The left sidebar lists countries under 'General', including Afghanistan, Albania, Algeria, Angola, Antigua and Barbuda, Argentina, Armenia, Australia, Austria, Azerbaijan, Bahamas, Bahrain, Bangladesh, Barbados, Belarus, Belgium, Belize, Benin, Bolivia, Bosnia and Herzegovina, Botswana, Brazil, Brunei Darussalam, Bulgaria, Burkina Faso, Burundi, Cambodia, Cameroon, Canada, Cape Verde, Central African Republic, Chad, Chile, China, Colombia, Comoros, Congo, Costa Rica, Côte d'Ivoire, Croatia, and Cuba. The main content area displays the following information:

- 183 ILO Members
- Total number of ratifications : 7650
- Total number of ratifications of fundamental conventions as of 11-12-2009:
 - C029 ratified by 174 countries
 - C087 ratified by 150 countries
 - C098 ratified by 160 countries
 - C100 ratified by 167 countries
 - C105 ratified by 171 countries
 - C111 ratified by 169 countries
 - C138 ratified by 154 countries
 - C182 ratified by 171 countries
 - Total = 1316
- Total number of ratifications of priority conventions as of 11-12-2009:
 - C081 ratified by 141 countries
 - C122 ratified by 101 countries
 - C129 ratified by 48 countries
 - C144 ratified by 123 countries
 - Total = 413
- 8 fundamental conventions (C029, C087, C098, C100, C105, C111, C138, C182)
 - 129 countries ratified 8 fundamental conventions
 - 22 countries ratified 7 fundamental conventions
 - 7 countries ratified 6 fundamental conventions
 - 10 countries ratified 5 fundamental conventions
 - 6 countries ratified 4 fundamental conventions
 - 2 countries ratified 3 fundamental conventions
 - 2 countries ratified 2 fundamental conventions
 - 2 countries ratified 1 fundamental conventions
 - 3 countries ratified 0 fundamental conventions
- 4 priority conventions (C081, C122, C129, C144)
 - 33 countries ratified 4 priority conventions
 - 49 countries ratified 3 priority conventions
 - 51 countries ratified 2 priority conventions
 - 31 countries ratified 1 priority conventions
 - 19 countries ratified 0 priority conventions
- Article 22 reports :

Content	Responsible	Frequency
Summary	NA	It goes in automatic
Ratifications	Carlos	10 to 15 per month
Art. 22 reports	Carlos	Almost every day
CEACR comments	Christiane	When the CEACR report is finalised
EW comments	Sayour	For 2009, the number of observations amounted to 705. The average frequency is around 60 data entry per month, with a peak from mid August to mid October.
ILC discussion	Christiane	To finalise the Report of the Conference Committee and publish the Provisional Record
Submission	Elkin	Ad hoc
Art 19 reports	Carlos	Almost every day
Calendar	Christiane	At the beginning of the new year

Description of current features

Menu	Sub-menu	What is used for	User / Resp.	Comments and notes
Menu on top				
File	-	To quite the application	All	
Edit	Distribution of work	Insert/edit per convention <ul style="list-style-type: none"> ○ Expert ○ Coordinator ○ Branch ○ Technical services ○ Official(s) 	Carlos	
	CEACR comments	<ul style="list-style-type: none"> ○ Insert type of comments (art, 22 and 35) ○ Information behind this application is created manually by data transfer from registry information. Transfer all "completed" individual comments plus comments concerning Submissions. This interface allows to enter or delete comments and is the only tool to enter general comments by country as data entry for these comments aren't covert by the Registry tool. Furthermore this application is used to enter "Footnotes" which trigger the request of Report types "Requested by the CEACR", "Requested by the ILC" using the footnote year. 	Christiane	The comments can be manually inserted, out of the automatic generation of comments index coming from "Registry CEACR" comments are: <ul style="list-style-type: none"> ○ Insert type of ○ Individual Comments by Convention by Country ○ Submission comments by Country ○ General comments by country ○ Missing: General observations by Convention and/or subject <p>Remark: The relationship between Registry and this table is so close that the two applications shouldn't be separated. During the finalisation of the CEACR report keeping track of modifications in both applications becomes a source of error. (There is no obvious technical reason to separate these two applications.</p>
	Multiple ILC paragraphs	It is used to create the <ul style="list-style-type: none"> ○ index by countries to observations and information contained in the ILCCR report See the reports 	Christiane	The Insertion of related number of paragraph in order to classify statements concerning countries by criteria is done manually It happens after June to finalise the ILC CR report The text related to these paragraphs is entered in ILOLEX only.
Registry	Registry CEACR comments	<ul style="list-style-type: none"> ○ Register Observations or Direct requests on Reports (at 22, 35) and submissions wrote by Coordinators ○ Manage translation of draft comments ○ Index for the insertion of the final 	Carlos	Registry is also used by TRAITEX as <ul style="list-style-type: none"> ○ Index to prepare the discussion doc for CEACR meeting in December ○ Index to prepare the

		Comment into the DB (Christiane, see above CEACR comments)		final CEACR report in March
	Translators	Insert/edit Translators and related information <ul style="list-style-type: none"> o Name and Surname o Phone o Room o Email o Translations expertises 	Carlos	It is requested to make accessible this content (in editing) in the "Registry CEACR comments" (Shown if needed)
Reports	Reports generation	It generates the following steps: <ul style="list-style-type: none"> o 1. CEACR comment transfer Transfers "completed" comments from the Registry into a temporary table, then after data entry, modification and control appends the table of all comments (from past years). Furthermore the temporary table is used to create a similar table for text entry. then 2. Comments on deferred report Capture comments related to deferred reports to keep them visible in CEACR comments interface tab. Then 3. Request for Art 22 generates or modify existing art.22 Report requests for the coming years using rules defined by: <ul style="list-style-type: none"> • Ratification data • reporting cycle • reports received/not received • footnotes from comments 4. Request for Art 19 generates art.19 Report requests from ratification data and manually entered data concerning Convention and Recommendation Nos. 5. Transfer into registry a new registry fill-in form is created containing all possible Obs. and Dir. Req. based on art.22 Report requests and Submissions for data entry of CEACR comments 	Christiane	It is used by Christiane and nobody else as it is a DB administrator tool. Comments: These Five-step-procedure plus the calendar update are much to heavy and the rollback procedure is faulty. Two workflow overlap each other: <ul style="list-style-type: none"> • The finalising of the CEACR Report printing, which needs data from the year before in Jan./Feb. of the new year • The report request, which needs data from the finalised CEACR Report to be updated but has to be ready to register reports falling under two criteria: 1. to late received for the CEACR but to be considered for the Conference discussing this CEACR analysis and 2. has to be marked "not received last year" and "received" for this year
	Update calendar	o Action button. It updates the Calendar. It is used at the beginning of the new year to manually force the new set of art.22 Report requests(mainly in February)	Christiane	This action: <ul style="list-style-type: none"> o Generate/recalculate the scheduling of reporting (for art 22 and 35 only) o
Setting	User preferences	It customize the contents of lists and their presentation	All	
	Return to default setting	It brings back to the default setting so overwriting the users' one	All	

Left menu

By Country By branch By instruments By Field offices By classification	These filters to view contents	The filter “by instruments” allow the possibility to list instruments and to access to data entry mask to insert new one or to modify existing ones The filter “by Country” allow the possibility to list countries and to access to data entry mask to insert new one or to modify existing ones
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Center tabs menu (collaborating with the left menu)

Ratifications	<ul style="list-style-type: none"> ○ Register ratifications, with related declarations and notifications ○ Modify declarations and notifications ○ Register the denunciation of Conventions (manually and in automatic – for Automatic denunciation) 	Carlos	
Art 22 Reports	<ul style="list-style-type: none"> ○ Register the receiving date of different types of reports on Art 22 and 35 ○ Monitoring the status of different types of request related to the reporting (<i>Replay to CECAR comments, Documentation, Communication to EW partners</i>) ○ Management of coordinators' examination of reports received 	Carlos	
CEACR Comments	<p>It allows to</p> <ul style="list-style-type: none"> ○ reach and (read the text of comment) ○ check/monitor the pending reports 	Carlos Christiane	This module is only to view/browse the CEACR comments in current year and in the past years
EW Comments	<ul style="list-style-type: none"> ○ Registration of the EW comment ○ Creation, and maintenance of a DB of Workers and Employers organizations 	Pierre	
ILC discussions	<ul style="list-style-type: none"> ○ It is used to browse the index by countries to observations and information contained in the ILCCR report See the reports 	Christiane	It is only to view
Submission	<ul style="list-style-type: none"> ○ Register of Submissions to competent authorities, by inserting the receiving date of the letter 	Natan	
Art19 reports	<ul style="list-style-type: none"> ○ Register the receiving date ○ Management of coordinators' examination of reports received 	Carlos	
Calendar	<ul style="list-style-type: none"> ○ Calendar of reporting (obligations only) by country and convention, in the past two years, the current year and the five coming years 	Christiane	It is only a view

What the tool is used for: list of tasks in brief

The tool is used to accomplish the following tasks related to the ratification of Standards and the documents behind the supervisory system

Summary of tasks

Ratification - Carlos

- Register ratifications, with related declarations and notifications
- Register the denunciation of Conventions

Submission to competent authorities - Natan

- Register of Submissions to competent authorities, by inserting the receiving date of the letter
- Monitor the status of submissions

Workers and Employers comments - Pierre

- Registration of the EW comment
- Creation, and maintenance of a DB of Workers and Employers organizations

Art 22 and 35 reports - Carlos

- Register the receiving date of different types of reports on Art 22 and 35
- Monitor the status of report (Received, not received) along with the consultation of comment has generated the report. This is more interesting for the Coordinator who has to decide whether a report reply to a comment
- Monitoring the status of different types of request related to the reporting (*Reply to CECAR comments, Documentation, Communication to EW partners*)
- Manage the coordinators' examination of reports received (including the examination deferred)

Article 19 reports - Carlos

- Register the receiving date
- Monitor the status of report (Received, not received)
- Manage the coordinators' examination of reports received

CEACR comments - Carlos and Christiane

- Registration of draft Comments by inserting the receiving date (for Draft Observations and Requests on Art 22 and 35 + submissions → missing other types as "footnotes" and general comments - [see this chapter](#)) - Carlos
- Manage the translations of Draft comments (partially, as defined above) - Carlos
- Insert the comment text once adopted by the CEACR committee (December meeting) including adding manually part of the missing comments types – Christiane
- Monitor the pending comments

ILC discussions

- Creation of the index of ILC discussions – Christiane

Carlos' tasks in brief (APPLIS)

- Register ratifications, declarations or denunciations of Conventions and modifications;
- Register reports received under article 19, 22 and 35 of the ILO Constitution;
- Register other information related to the article 19, 22 reports received: not reply to CEACR comments; documentation requested; not communicated to the social partners;
- Register all draft comments to be presented to the CEACR meetings and manage all translations of these documents as well as the compilation of the work documents of the CEACR meetings and for the Conference Committee meetings

Christiane's tasks in brief (APPLIS and ILOLEX)

- Insert any type of comments in different systems: APPLIS (CEACR) and in ILOLEX (ILCCR)
- Create in APPLIS the index of ILC discussion (and insert in ILOLEX the comments as stated above)
- Update the calendar for reporting schedule
- Prepare the folder (paper) to send to Governments in February (Crystal Report)
- Manage the preparation of a CD, delivered to Governments, along with the CEACR report in March.
- Offer services to her colleagues in order to produce different types of report on paper

Sayour's tasks in brief (APPLIS)

- Registration of the EW comment ¹
- Creation, and maintenance of a DB of Workers and Employers organizations

Natan's tasks in brief (APPLIS)

- Register of Submissions to competent authorities
- Writing comments (Direct request or observations) on Submission

¹ Communications from E/W partners are also part of the CEACR report (Art. 19, 22 and 35). September is also the deadline to receive those communications for the Experts' consideration.

CEACR Annual report: life cycle description (only part I and II, not the part III, General survey)

- ↓ **February 2009: Requests for reports on ratified Conventions sent to governments (it is like a guideline)**
 The requests are accompanied by copies of any relevant (not all) comments (Observations, which are already published in the report of the Committee of Experts and Direct request), including those adopted the Committee at its session the previous December 2008 + Direct requests concerning submission to the competent authorities are transmitted together with the Memorandum on submission approved by the Governing Body. ¹
- ↓ **From February to September 2009: Governments prepare the reports** under Art 22 and 35, and when ready they sent to ILO (some reports arrive already in February, some other after the CEACR meeting in December ²)
- ↓ **September 2009: Deadline for the Reports delivery** ²
- ↓ **From February to December 2009:** reports are analyzed by ILO experts, who may, consequently prepare Comments (Observations and requests in draft format for Art 22, 35 and Submission)
- ↓ **From February to December 2009: Carlos receives the Draft comments** ³, then he starts three processes with them:
 - Register the comments
 - Send it to translators
 - Manage, in collaboration with TRAITEXT, the preparation of the compilation of documents (splitting it in different sub-documents) to be presented at the CEACR meeting in December (see next point)
- ↓ **December 2009:** the CEACR committee meet to analyze reports and adopt comments (or delete or change comment type from direct request to observation and vice versa)
- ↓ **January 2010 to March 2010:** proof reading of adopted comments and use of them to prepare different communication artefacts
 - On March, the Committee of Experts' report is published and immediately sent to governments
 - A CD wit all comments organized by country is also sent along the report
 - Comments are published on the WEB (and therefore inserted into the SQL server DB)
- ↓ **June 2010 the CEACR report is presented at ILC to the Conference committee of application of Standards (ILCCR).** For that occasion it becomes one of the Reports submitted to the Conference in the pre-session stage with the title "Report III(IA) - Report of the Committee of Experts on the Application of Conventions and Recommendations"
- ↓ **From June 2010:** at the end of the ILC, after having analyzed the CEACR report, the ILCCR edit the report titled "Report of the Conference Committee on the Application of Standards 2010". It contains Observations and Examination of individual cases. All those comments are inserted into ILOLEX to make them visible on the web by Christiane

Notes

¹ **In the Handbook of procedures is stated:**

- (a) Each year, the requests for reports on ratified Conventions sent to governments in February are accompanied by copies of any relevant comments of the Committee of Experts, including those adopted by the Committee at its session the previous December.
- (b) The Committee of Experts' report is published in March and immediately sent to governments.
- (c) Direct requests concerning submission to the competent authorities (as well as observations, which are already published in the report of the Committee) are transmitted together with the Memorandum on submission approved by the Governing Body.

² **Delay in delivery the report** - Although the delivery date is September there are cases in which the report is even sent after the CEACR meeting in December. In this case, Carlo registers the report reception the 1st January 2010. It is to indicate it was for 2009 but received in late.

³ Note that Draft comments remains as such (draft), till the adoption of the CEACR, then they become definitive and therefore inserted into APPLIS in order to publish them on the web (Christiane) → after March of course, when they are sent back from TRAITEXT

Ratifications

Purposes

In the current application this sections aims at Register ratifications, declarations or denunciations of Conventions.

The screenshot shows the APPLIS application window. The header displays user information for Antigua and Barbuda, including member year (1982), language (English), and office details (MDT: Port-of-Spain SRO, Reg. Office: Lima, Area Office: PORT-OF-SPAIN). The navigation pane on the left lists countries, with Antigua and Barbuda selected. The main table displays a list of ratifications with columns for Conv. No., English Title, Date of registration, and Type. The table contains 28 records, all of which are 'In force'.

Conv.	English Title	Date of registration	Type
C012	Workmen's Compensation (Agriculture) Convention, 1921 (No. 12)	02/02/1983	In force
C014	Weekly Rest (Industry) Convention, 1921 (No. 14)	02/02/1983	In force
C017	Workmen's Compensation (Accidents) Convention, 1925 (No. 17)	02/02/1983	In force
C019	Equality of Treatment (Accident Compensation) Convention, 1925 (No. 19)	02/02/1983	In force
C029	Forced Labour Convention, 1930 (No. 29)	02/02/1983	In force
C081	Labour Inspection Convention, 1947 (No. 81)	02/02/1983	In force
Excluding Part II			
C087	Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)	02/02/1983	In force
C094	Labour Clauses (Public Contracts) Convention, 1949 (No. 94)	02/02/1983	In force
C098	Right to Organise and Collective Bargaining Convention, 1949 (No. 98)	02/02/1983	In force
C100	Equal Remuneration Convention, 1951 (No. 100)	02/05/2003	In force
C101	Holidays with Pay (Agriculture) Convention, 1952 (No. 101)	02/02/1983	In force
C105	Abolition of Forced Labour Convention, 1957 (No. 105)	02/02/1983	In force
C108	Seafarers' Identity Documents Convention, 1958 (No. 108)	02/02/1983	In force
C111	Discrimination (Employment and Occupation) Convention, 1958 (No. 111)	02/02/1983	In force
C122	Employment Policy Convention, 1964 (No. 122)	16/09/2002	In force
C131	Minimum Wage Fixing Convention, 1970 (No. 131)	16/09/2002	In force
C135	Workers' Representatives Convention, 1971 (No. 135)	16/09/2002	In force
C138	Minimum Age Convention, 1973 (No. 138)	17/03/1983	In force
Minimum age specified: 16 years			
C142	Human Resources Development Convention, 1975 (No. 142)	16/09/2002	In force
C144	Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144)	16/09/2002	In force
C150	Labour Administration Convention, 1978 (No. 150)	16/09/2002	In force
C151	Labour Relations (Public Service) Convention, 1978 (No. 151)	16/09/2002	In force
C154	Collective Bargaining Convention, 1981 (No. 154)	16/09/2002	In force
C155	Occupational Safety and Health Convention, 1981 (No. 155)	16/09/2002	In force
C158	Termination of Employment Convention, 1982 (No. 158)	16/09/2002	In force
C161	Occupational Health Services Convention, 1985 (No. 161)	16/09/2002	In force
C182	Worst Forms of Child Labour Convention, 1999 (No. 182)	16/09/2002	In force

Ratification / Denunciation

China Ratification Convention No. C014

Date of ratification 17/05/1934 Date of denunciation First Report Year 1935

Type In force

Declaration of applicability

English Spanish

Status

English

French

Spanish

Lock New Save Cancel Delete Close

Ratifications mask

Note

Provisional application is the only status of non-ratification shown on the web. It is considered as being in line with the provisions of the Convention 185 and ratification is expected in the near future.

Similar approaches might be possible for other conventions.

Ratification / Denunciation

China - Hong Kong Special Administrative Region Notification Convention No. C011

Date of declaration 01/07/1997 Date of denunciation First Report Year 1999

Type Applicable NMT declaration Applicable without modifications

Declaration of applicability

English French Spanish

Status

English

French

Spanish

Lock New Save Cancel Delete Close

Ratifications mask

To add: Declaration mask

Tasks accomplished using the tool

Register a new Ratification

- Selection of a country + convention
- Date of ratification ¹
- Entry force date - [new data, see point f](#))
- Status
- First report year - [it has to be calculated automatically, see point e](#))
- Declare the Ratification (when compulsory)
 - Declaration under art 35
 - Only for Non-Metropolitan Territories (NMT) - Different cases
 - Applicable without modifications
 - Not applicable
 - Applicable with modifications
 - Declaration under article 22 ²:
 - Mandatory
 - Optional
- Notify the ratification

Modify the Ratification

- **Register Denunciations** ³
 - Selection of a Country + ratification
 - Date of denunciation
 - Entry force date of denunciation - [new data, see point g](#))
- **Automatic denunciations** ⁴
 - It occurs automatically, no human intervention should be requested (*at the moment is done manually* [see point h](#))
- **Modify the Declaration** → especially in case of art 35 (NMT)
- **Modify the Notification**
 - Selection of a Country + ratification

Notes

¹ Date of Ratification

Date of Ratification: it's the registration date, when the country ratifies the invention. The "In force date" is different, commonly, one year later, for certain Conventions 6 month later for others. The field to specify the In force date is missing. It should be calculated from the "coming into force" condition in the Convention.

² Declaration under article 22

In a case of missing obligatory declaration the ratification is not registered by the Office (in the APPLIS) and we request this declaration, by letter, to the Government concerned.

REQUIREMENT: In the date entry mask there should be a feature alerting the user, during the insertion of ratification, in case of missing declaration.

A list of Conventions requesting a mandatory or an optional declaration is available to programme this feature

³ Meaning of Denunciation

- Denunciation happens only after Ratification
- Once an instrument is denounced then is "not in force" one year after denunciation, **therefore the regular reporting is stopped**
- There is a pull-down menu to register the denunciation date, but it should be an input text box (why?)

⁴ Meaning of Automatic denunciation

From Handbook of procedures: "ratification by a Member of the revising Convention will involve the automatic denunciation by it of the earlier Convention from the date on which the revising Convention comes into force,"

Automatic denunciation happens in case of ratification of the revising convention. In this case the earlier conventions must be denounced using the date of the revising Convention came into force

Carlos' observations and requirements

- a) The navigation usually start from selecting one Country
- b) Registration of ratifications one by one It is missing a button "New ratification". The current Process to insert a new ratification: Country selection → Ratification (option selection) → New Ratification → Convention (selection). Its has been pointed out it is not a user friendly process
- c) It is necessary and advanced search for Ratifications

- d) In case of Declaration 22 → recognize when the declaration is mandatory and alert in case the insertion is uncompleted (without the mandatory declaration) → Does this mean it exists “Pending ratification” in the system waiting to be completed? A sort of reminder that he is waiting the amendment on a Ratification by a country? As such an incomplete ratification has no value or impact; it shouldn't be registered, (common practice today). This couldn't happen if JUR refuses reception of those ratification submissions.
- e) **Automate the first report year**, by calculating it on the basis of the convention (for certain convention is 1 year for other 6 months,) + possibility to postpone manually the date in case of 6 months convention
- The case is the following: if the country ratifies in June 2009, the entry force date is December 2009, and year of the first report is year January 2010, 1 month later (it is because by definition the year to deliver the report starts in January). From that the necessity to postpone manually the delivery date → does this mean that the system should automatically inform the user of this exception so that he can intervene manually postponing the date? Can be calculated. Manual modification should be possible in case of exceptions.
 - This parameter is also passed to the Art 22 report, so creating a line and updates the calendar of the regular reporting schedule. It already works in that way
- f) **Automate the “In force” date and the Status “In force”** making collaborate the following data
- Ratification date + Entry force date (new information) + Status (add the status “Ratification not yet in force”)* → The system is able to calculate the date of entry into force on the basis of the convention, so the entry force date is automatically calculated and the status changes automatically from “Ratification not yet in force” to “In force” at the calculated date.
 - Note that there are different case of entry force date
 - 1 Year
 - 6 Months
 - 3 Months
 - Immediate
 - other criteria like number of ratifications by number of Member states with certain conditions
- g) **Automate the “Denunciation” date and the Status “Denunciation in force”** making collaborate the following data
- Denunciation date + Entry force date of the denunciation (new information) + Status (add the status “Denounced not yet in force”)* → The system is able to calculate the date of entry into force of the Denunciation (always one year late), so the entry force date is automatically calculated and the status changes automatically from “Denounced not yet in force” to “Denounced in force” at the calculated date
- h) **In case of Automatic denunciation** the system inform the user of the conventions automatically denounced following a certain ratification so that he can inform via letter the country
- i) **In case of ART 35** “Applicable but with modifications” the modifications has to written, now it is not possible. It is still under discussion if it is useful this new feature or not.
- j) **Important requirement** - On the public web the Ratifications under ART 35 (Non-metropolitan countries) are not present. To be understand if we want the accessible on the public site also. Carlos pointed out that to do that it is necessary before to check the information inserted in APPLIS for an issue of reliability (requests already done two years ago to Cleo)

Search engine features for Ratifications

- **Convention**¹
- **Country**, *must be split in two*¹
 - “Countries” and related
 - “Non metropolitan countries”
- **Status**
 - Ratified in force
 - Ratified not yet in force
 - Denounced in force (*new*)
 - Denounce not yet in force (*new*)
 - Notified
 - Declared: Note that the feature has to be split in two:
 - Declaration under art 22 for countries only (Obligatory or voluntary; might be modified)
 - Declaration under art 35 for territories and SARs only - There are three choices: “Applicable”, “Not applicable”, “Applicable with modifications”.(This second one works only in case of Non metropolitan territories).
- **Ratification date**
- **Denunciation date**
- **Entry force date**

To be checked how to search for pending ratifications

Notes

¹ Both country and convention are single selection

Art 22 Reports

Purposes

On the current application this section aims, for a country and related ratified conventions (in force), to insert the receiving date (registration date) of different types of reports (here listed in order of importance)

- o First report (one year later the entry force date)
- o First report not received
- o Requested by CEACR (footnote)
- o Requested by the ILCCR (within the conclusion of an individual observations)
- o Not reply to comments
- o Regular report (cycle of 2, 5 years)
- o Not received last year

The application allows also monitoring the status of different types of request related to the above mentioned reporting

- o Reply to CECAR comments (Received – Requested. This is in case the report is not received, then a letter is sent)
- o Documentation (Received – Requested. Idem)
- o Communication to EW partners (Received – Requested. Idem)

It is also used for the management of coordinators' examination of reports received

The screenshot shows the 'Applis' application window. At the top, it displays 'ATG Antigua and Barbuda' with details: Member year: 1982, Language: English, MDT: Port-of-Spain SRD, Reg. Office: Lima, Area Office: PORT-OF-SPAIN. Below this is a navigation bar with tabs: Summary, Ratifications, Art. 22 Reports, CEACR Comments, EW Comments, ILC Discussions, Submission, Art. 19 Reports, Calendar. A sidebar on the left lists countries under 'By Country'. The main area shows a table of reports for 2009. The table has columns: Conv., CEACR year, Type of request, Type of comment, Date received, Official, Reply to CEACR Comments, Back from official, Communication to EW Org., and Documentation. The table contains several rows, each representing a report with its ID, year, type, and dates.

Conv.	CEACR year	Type of request	Type of comment	Date received	Official	Reply to CEACR Comments	Back from official	Communication to EW Org.	Documentation
C017	2009	No reply to comments	O2008	28/08/2009					
C081	2009	No reply to comments	R2008	28/08/2009					
C087	2009	Regular report	O2008	23/10/2009					
C098	2009	Regular report		28/08/2009					
C100	2009	Regular report		28/08/2009					
C108	2009	Regular report		28/08/2009	02/09/2009		07/09/2009		
C111	2009	Regular report	R2008	28/08/2009					

The screenshot shows a document mask for the 'Occupational Health Services Convention, 1985 (No. 161)'. The mask contains the following information: Technical Service: SAFEWORK, Expert: Ackerman, Mr., Coord.: Brakenhielm Hansell, Ms., Official: Brakenhielm Hansell, Ms. Below this, it indicates 'Next report year: 2010'. At the bottom, there are navigation tabs: EW Comments, ILC Discussions, Submission, Art. 19 Reports, Calendar.

Note that once selected Document the mask shows the following information. In the future they will be placed as part of the data entry mask below

Report on article 22

General

Antigua and Barbuda Convention No C161

Report year 2009 CEACR year 2009

Type 1st report not received Priority Detailed

Report reception

Date received Date sent to official Back from official Deferred report

Reply to CEACR comments **Documentation** **Communication to EW organizations**

Requested Requested Requested

Request received Request received Request received

Practical application

Labour inspection, statistics ... Judicial decisions

Technical services

Tech Expert

Date sent Deadline Date Back

Lock New Save Cancel Delete Close

These are the fields involved in the search described at point h)

Carlos' observations and requirements

- The navigation usually starts from selecting one Country
- Requirement concerning Art. 22 and Art 19 report:** the possibility to attribute the same receiving date to a (selected) group of conventions in a country. At the moment it can be done only opening one by one the data entry mask corresponding to each report
- The status "Communication to EW partner" is an obligation, therefore the search engine must retrieve those have not fulfilled the obligation
- Many of the information registered are useful to compile the "General report" section of the CEACR report. This pertains the reports on ratified conventions:
 - Report requested and received
 - Late report (and since how many years)
 - Supply of first report
 - Replies to comments of supervisory bodies
 - Etc.
- New qualification for report received under Art 22 and Art 35: case of progress.** There will be two: "Case of progress for interest" and "Case of report for satisfaction". The search engine has to contain those two criteria¹
- Interface problems denounced** List organized in tables: one of the main problem of list laid out on tables is the lost of the header in case of long lists (both in vertical and in horizontal)
- Interface problems denounced.** Another problem denounced is the difficulties in finding data in case of long lists, the limitation is given by the scrolling up and down continuously (**the same problem has been pointed out also for on Comments registry**)
- Management of the coordinators' examination of reports received and preparation of a report on paper (for Cleo).** The idea is to use the advanced search in order to create the report on paper which goal is to discover and take under control
 - How many report the ILO received (by convention and by country)
 - How many reports have been treated by the ILO coordinators (reading of the report matching it with the previous comment if exiting)
 This is one of the Carlo's normal tasks. Once a month it queries APPLIS in order produce a report concerning Coordinators' job. It shows per coordinator
 - The convention
 - The country
 - Date of report received
 - Previous comment generating the report (if any)
 - Examined by the coordinator or not (with or without comment)
- The same described at point h) has to be implemented for the deferred reports**

¹ **From RULES OF THE GAME** - "Since 1964, the Committee of Experts has kept track of the number of cases of progress in which it noted changes in law and practice which improved the application of a ratified convention. To date, over 2,600 cases of progress have been noted."

Search engine features for Art 22 reports

- **Convention** ¹
- **Country**, must be split in two ¹
 - "Countries" and related
 - "Non metropolitan countries"
- **Types of reports (Type of request)**
 - First report (one year later the entry force date)
 - First report not received
 - Requested by CEACR (footnote)
 - Requested by the ILCCR (within the conclusion of an individual observations)
 - Not replay to comments ²
 - Regular report (cycle of 2, 5 years)
 - Regular report not received
 - Not received last year
- **Status of requests**
 - Replay to CEACR comments → yes, no (in the list there will be a date)
 - Communication to EW partner → yes, no (in the list there will be a date)
 - Documentation → yes, no
- **Priority (Type of report)**
 - Simplified
 - Detailed
- **Report year** ³
- **Receiving date** ³ (from, to)
- **Show deferred report** ³ → yes no
- **Date sent to the official** ³
- **Date sent back from the official** ³
- **Coordinators lists** ³

Notes

¹ Both country and convention are single selection

² **Not replay to comments:**

Its is when a Gov. has delivered a regular report without replying to the CEACR comment (Observation or Direct request), then the same comment is duplicated and the type of report is "Not replay to comments"

³ **The five fields above marked** are used to query the system in order to check the state of the examination of reports received. It implements the possibility to view/list the reports received and examined by the coordinator - [see above point i\) and h\)](#)

Deferred report: Delivery of "basic" ad hoc statistics should be available by selecting criteria and conditions. Needed for cCarlos' work planning as well as for upper management decision making process.

Art 19 reports

Purposes

- Register the receiving date
- Monitor the status of report (Received, not received)

Notes:

- The 19 Report is organized by subjects, which is a new way of presenting (used in ILOLEX)

The screenshot shows the 'Applis' software interface. The main window displays the 'Art 19 Reports' section for 'Antigua and Barbuda'. The header includes the following information:

- Country: ATG - Antigua and Barbuda
- Member year: 1982
- Language: English
- MDT: Port-of-Spain SRO
- Reg. Office: Lima
- Area Office: PORT-OF-SPAIN
- Convention: Social Security (Minimum Standards) Convention, 1952 (No. 102)
- Subject: Social security
- Technical Service: SEC/SOC
- Expert: Nussberger, Ms.
- Coord: Egorov, Mr.
- Official: Egorov, Mr.

The main table displays reports for various CEACR years. The table has the following columns: Conv., Type of request, Communication to EW Org., and Report Year.

Conv.	Type of request	Communication to EW Org.	Report Year
- CEACR year : 2010 (0 received, on 4)			
C102	Art. 19	report not received	2010
C168	Art. 19	report not received	2010
R067	Art. 19	report not received	2010
R069	Art. 19	report not received	2010
+ CEACR year : 2009 (4 received, on 4)			
+ CEACR year : 2008 (2 received, on 2)			
+ CEACR year : 2007 (0 received, on 1)			
+ CEACR year : 2005 (0 received, on 5)			
+ CEACR year : 2004 (0 received, on 2)			
+ CEACR year : 2003 (0 received, on 2)			
+ CEACR year : 2002 (0 received, on 2)			
+ CEACR year : 2001 (0 received, on 2)			
+ CEACR year : 2000 (4 received, on 4)			
- CEACR year : 1999 (2 received, on 2)			
R152	Art. 19	report received	1999
C144	Art. 19	report received	1999
+ CEACR year : 1998 (4 received, on 4)			

Total: 40 records | 1 row selected

Report on article 19

General

Country: Antigua and Barbuda | Convention No: C168

Report year: 2010 | CEACR year: 2010

Report reception

Date received: [] | Date sent to official: [] | Back from official: []

Communication to EW organizations

Not communicated

Technical services

Tech Expert: []

Date sent: [] | Deadline: [] | Date Back: []

Buttons: Unlock, New, Save, Cancel, Delete, Close

Carlos' observations and requirements

- a) The navigation usually starts from selecting one Country
- b) **Requirement:** the possibility to attribute the same receiving date to a (selected) group of conventions in a country. At the moment it can be done only opening one by one the data entry mask corresponding to each report
- c) The status "Communication to EW partner" is an obligation, therefore the search engine must retrieve those have not fulfilled the obligation

Search engine features for Art 19 reports

- **Convention** ¹
- **Country**, must be split in two ¹
 - "Countries" and related
 - "Non metropolitan territories"
- **Report year** ³
- **Receiving date** ³ (*from, to*)
- **Communication to EW partner** – yes no

Notes

¹ Both country and convention are single selection

Registry

Purposes

- Register Observations or Direct requests concerning Article 22, 35 reports and Submissions to competent authorities
- Manage translation of draft comments
- Index for the insertion of the final Comment into the DB (by means of the module “edit > CEACR comments”)

Country	Type	Ack.	Repetition	English	Original...	French	Spanish	Compl...	Coordinator
Czech Republic	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Djibouti	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Djibouti	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Dominican Republic	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Dominican Republic	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Egypt	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Egypt	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	08/04/2009			<input checked="" type="checkbox"/>	Polittakis, Mr.
Equatorial Guinea	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Equatorial Guinea	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Ghana	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Ghana	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Greece	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Greece	Direct request	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	07/09/2009			<input checked="" type="checkbox"/>	Polittakis, Mr.
Guatemala	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Guatemala	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Guinea-Bissau	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Guinea-Bissau	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Haiti	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Haiti	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
India	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input checked="" type="checkbox"/>	Polittakis, Mr.
India	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input checked="" type="checkbox"/>	Polittakis, Mr.
Iraq	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	Polittakis, Mr.
Iraq	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Israel	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Israel	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Kuwait	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	09/04/2009	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	Polittakis, Mr.
Kuwait	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Lebanon	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Lebanon	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	02/04/2009	<input checked="" type="checkbox"/>		<input type="checkbox"/>	Polittakis, Mr.
Libyan Arab Jamahiriya	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	03/09/2009			<input checked="" type="checkbox"/>	Polittakis, Mr.
Libyan Arab Jamahiriya	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Lithuania	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Lithuania	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Luxembourg	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.
Luxembourg	Direct request	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	30/06/2009	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	Polittakis, Mr.
Malta	Observation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					Polittakis, Mr.

Carlos' observations and requirements

- “Registry” and “Translators” are two separated applications at the moment. It is required to integrate “Translators” into the “Registry”
- The registry is mainly consulted by (browse by) Convention. Other dimensions of access are Country and type of report, but they are seldom used.
- The list (see above) presents only those countries (yes but as a consequence) for which a report is requested for this year (ratification means not necessarily report request).
- At the beginning of each new year (usually in February) a new registry is created (along with the calendar, or better due to the switching to the new calendar, means the calendar for the current year).
 - Per convention two check boxes are: “Observation” and “Direct request”, ready to be checked by the compiler
- Management and control of Translations. It is a new requirement. By using the search engine:** possibility to query the system to discover who is doing what: who is translating what and when the translations have been requested and therefore when it is expected to be delivered
- Interface problems denounced:** The long list of conventions is difficult to read because of the repetition of the convention in order to have two check boxes: Observation, Direct request

Christiane's observations and requirements

- The registry, compiled by Carlos, is also used by TRAITEXT as
 - Index to prepare the discussion document for CEACR meeting in December
 - Index to prepare the final CEACR Report, excluding Direct requests which cannot be published in the Report. **Here note that the information on this registry are incomplete to compile the report, In fact other types comment are indexed by the module “edit > CEACR comments”**
- TRAITEXT starts to work after the completion of the registry, in December, but Carlos can change a request or an observation after December and till the publishing of the CEACR report in March; this occurrence is taken under control by TRAITEXT because they have access to this view.

- c) Carlos may change the registry following the modifications decided at the CEACR meeting in December
- o Modifications are: the deletion of comment, the change of type from Observation to direct request and vice versa → **this type of action should have a real time affect also to the calendar (refer to the “Calendar” description below)**
 - o Changes can occur also during the proof reading in January
- d) The registry index is also used by Christiane to prepare the folder to send to Governments in February ¹ (the beginning of the New Year for the ILO processes concerning the supervisory system). She uses an application called “Crystal reports” in order to prepare the folder which contains
- o A summary of reports to send
 - o The text of Direct request and observations for both Art 22/35 reports and Submissions
- e) Again with the use of this index Christiane also prepares a CD, delivered to Governments, along with the CEACR report in March. In this CD all comments are already accessible and presented by country. This is because the view by country is not available on the Report. The comments are:
- o General comment on country
 - o General comment on observation
 - o Direct request
 - o Observation
 - o List of pending comment by country and by convention
 - o Examination of individual cases (from the conference of the year before)
- f) **Improvement:** at the moment is not present any information about Submission. It could be considered to add in the future
- g) In order to compile the document (on paper and on the CD) to send to government Christiane has to refer to different systems
- o CEACR: Information concerning which are “pending” comments comes from APPLIS. Texts of all CEACR comments from last year plus texts of pending comments (could be from several years before) come from ILOLEX (existing procedure to automatically create interface)
 - o ILCCR: Observation and examination of individual cases come from ILOLEX
- h) **Important requirement** - The registry can be used to edit (insert, modify, delete) the text of the comment. It requires TRAITEXT agrees on that, it is a change of the way they work. As consequence of that the registry is expanded so becoming a tool common to different people and ILO units in order to
- o Register any type of comments (only for reporting obligations to CEACR?)
 - o Edit the comment text (insert, modify and delete including formatting)
 - o Manage the translations
 - o Compile documents in different format: prepare, cd and web
 - o [See more requirements](#)
- i) **Important requirement** – As consequence of the point above, in order to extend the registration note that In the registry it is possible to register at the moment:
- o Observations or Direct requests on Article 22, 35
 - o Observations or Direct requests on Submissions to competent authorities
 - o **While it is missing the registration of**
 - o General observation on a country
 - o General direct request on a country
 - o General observation concerning a convention
- j) **Idea related to point h) and i)** – Investigate the possibility to have one unique entry mask, able to do all the operations described at point. h) and able to deal with all types of content described at point i)

¹ From Handbook of procedures

Communication of the comments of the Committee of Experts to governments

(a) Each year, the requests for reports on ratified Conventions sent to governments in February are accompanied by copies of any relevant comments of the Committee of Experts, including those adopted by the Committee at its session the previous December.

(b) The Committee of Experts' report is published in March and immediately sent to governments.

(c) Direct requests concerning submission to the competent authorities (as well as observations, which are already published in the report of the Committee) are transmitted together with the Memorandum on submission approved by the Governing Body.

CEACR comments

There are two different modules dedicated to CECAR comments:

1. The tab "CEACR comments"
2. The option "Edit > CEACR comments"

Purposes of tab CEACR comments

- o Main purpose of this module is to check/monitor the pending reports
- o This section is also used to browse the comments and to get the text

The screenshot shows the 'Applis' software interface. The header section displays information for the 'CAF Central African Republic', including member year (1960), language (French), MDT (Yaounde SRO), Reg. Office (Abidjan), Area Office (YAOUNDE), and technical service (NORMES). The main content area is divided into tabs, with 'CEACR Comments' selected. A table lists various countries and their comments, with columns for 'Co nv.', 'Comment on', 'Pending comments', 'Observation', 'Direct request', 'Footnote year', 'Conference footnote', and 'Year of comment'. The table shows 21 records, with the first row selected.

Co nv.	Comment on	Pending comments	Observation	Direct request	Footnote year	Conference footnote	Year of comment
C006	Convention	Pending comment		Direct request			2008
C013	Convention	Pending comment	Observation				2005
C014	Convention	Pending comment		Direct request			2008
C017	Convention	Pending comment		Direct request			2008
C018	Convention	Pending comment	Observation				2007
C026	Convention	Pending comment		Direct request			2006
C029	Convention	Pending comment	Observation	Direct request			2008
C041	Convention	Pending comment	Observation				2008
C052	Convention	Pending comment	Observation				2008
C062	Convention	Pending comment	Observation				2005
C081	Convention	Pending comment	Observation				2008
C088	Convention	Pending comment		Direct request			2005
C094	Convention	Pending comment	Observation				2008
C095	Convention	Pending comment	Observation				2007
C099	Convention	Pending comment		Direct request			2006
C101	Convention	Pending comment		Direct request			2008
C117	Convention	Pending comment	Observation				2008
C118	Convention	Pending comment	Observation	Direct request			2007
C119	Convention	Pending comment	Observation				2005
C131	Convention	Pending comment		Direct request			2008
C155	Convention	Pending comment		Direct request			2008

Purposes of option Edit > CEACR comments

- o Main purpose of this module is to enable the insert of the comment text
 - o It creates the view accessible through the tab “CEACR comments”
 - o ¹ Different types of comment are inserted but not all. The types of comment can be inserted are:
 - o Direct requests (*automatically from registry*)
 - o Observations (*automatically from registry*)
 - o Submission (*automatically from registry*)
 - o Footnote (*manually added*)
 - o
 - o General comments (Direct request or observation) on Country (*manually added*)
- Note that** the general observations and general direct requests for countries are introduced manually (why manually? Why not general observations for conventions?)
- o Other purpose are
 - o Enter acknowledgements (by ticking a box; additional information to individual observations or direct requests),
 - o Delete or enter an observation or direct request
 - o Enter footnote for the CEACR or conference (request for additional report)
 - o Create index of all comments on CEACR reports (Annex VII of the CECAR report), verify and correct data.

¹ This point leads to change/extend the scope of the “Registry CEACR comments”, as stated at point i) at [chapter describing the registry](#)

Multiple CEACR comments

Concerned countries

- Albania
- Algeria
- Angola
- Antigua and Barbuda
- Argentina
- Armenia
- Australia
- Norfolk Island
- Austria
- Azerbaijan
- Bahamas
- Bangladesh
- Barbados
- Belarus
- Belgium
- Belize
- Benin
- Bolivia
- Bosnia and Herzegovina
- Botswana
- Bulgaria
- Burkina Faso
- Burundi
- Cambodia
- Cameroon
- Canada
- Cape Verde
- Central African Republic
- Chad
- Chile
- China - Hong Kong Specia
- China - Macau Special Ad
- Colombia

Comment is

On the following instrument C087

General

On submission

Year of comment 2009

Observation

Direct Request

Paragraph

Input comments

Drag a column header here to group by that column

Conv.	Country	Type of Comment	Year of comment	Conference footnote	Acknowledgment	Co on
C087	Albania	O	2009		N	I
C087	Algeria	O	2009		N	I
C087	Antigua and Barbuda	O	2009		N	I
C087	Argentina	O	2009		N	I
C087	Australia	O	2009		N	I
C087	Azerbaijan	O	2009		N	I
C087	Bahamas	O	2009		N	I
C087	Bangladesh	O	2009		N	I
C087	Barbados	O	2009		N	I
C087	Belarus	O	2009		N	I
C087	Belgium	O	2009		N	I
C087	Belize	O	2009		N	I
C087	Benin	O	2009		N	I
C087	Bolivia	O	2009		N	I
C087	Bosnia and Herzegovina	O	2009		N	I

Year of footnote Conference year Acknowledgment 71

Lock New Save Cancel Delete Close

Christiane's observations and requirements

- a) **Important requirement** - This module should be ingrates within the “CEACR comments registry” [See the requirement above](#)
- b) **Important requirement** - The comments has to be inserted as an XML, the structure of comments allows it easily
 - **Related requirements, Natan responsible of submission, asked the same feature, shaping this request asking for a “Template”.**
 - **WARNING**, behind both needs there is the will to use the new system as central repository of draft comment for the editor (NORMES) and people whose task is to format the content for print purposes (TRAITEXT)

ILC discussions

There are two different modules dedicated to CECAR comments:

- The tab "ILC discussions"
- The option "Edit > Multiple ILC paragraphs"

Purposes of tab ILC discussions

- Main purpose of this module is to check, per country and instruments, the existing of a paragraph following a given structure of subjects (discussing during the conference)
- It is possible to access the archive by year
- This module allows only to view and not to edit (No text is included)

The screenshot displays the 'Applics' application interface. At the top, the user profile for 'ATG Antigua and Barbuda' is shown, including member year (1982) and language (English). The location is set to 'MDT: Port-of-Spain SRO'. The main navigation bar includes tabs for 'Summary', 'Ratifications', 'Art. 22 Reports', 'CEACR Comments', 'EW Comments', 'ILC Discussions', 'Submission', 'Art. 19 Reports', and 'Calendar'. The 'ILC Discussions' tab is active, showing a list of paragraphs with columns for 'Conference Year' and 'Conv.'. A modal window titled 'ILC paragraphs' is open, allowing the user to search for paragraphs by country (Antigua and Barbuda), instrument, and year (1983). The modal also displays a list of paragraph types, with 'Part Two. I. A. Observations and Information concerning Certain Countries. (d) Written information received up to the end of the meeting of the Committee' selected. The status bar at the bottom indicates 'Total: 48 records'.

Purposes of option Edit > Multiple ILC paragraphs

- Main purpose is the creation of the index by countries to observations and information contained in the ILCCR report [See the reports](#)

Multiple ILC Paragraphs

Paragraph is Year of paragraph 2010

Part One. Cases of progress
 Part One. Failure to communicate copies of the reports to the organizations
 Part One. Special cases
 Part One. Special cases. Continued failure to implement
 Part One. The Committee noted the explanations provided by the Governments of the following countries concerning difficulties encountered in discharging
 Part One. The Committee notes with regret that the Governments of the States which were not represented at the Conference, namely ...
 Part One. The Committee regrets that, despite the invitations, the Governments of the following States failed to take part in the discussions concerning the
 Part Three. Special Sitings

Concerned countries

Afghanistan
 Albania
 Algeria
 American Samoa
 Angola
 Anguilla
 Antigua and Barbuda
 Argentina
 Armenia
 Aruba
 Ascension
 Australia
 Austria
 Azerbaijan
 Bahamas
 Bahrain
 Bangladesh
 Barbados
 Belarus

Input paragraphs

Drag a column header here to group by that column

Conv.	Country	Conference Year	Paragraph Type
	Angola	2010	K
	Aruba	2010	K
	Austria	2010	K
	Bahamas	2010	K
	Barbados	2010	K

Lock New Save Cancel Delete Close

Calendar

Purposes

- The calendar (reporting schedule on Art 22 and 35) is a calculated table following the rules of the reporting cycles taking into account additional requests resulting from footnotes. Together with the ratification the year for the first report is entered. This year is taken as starting point.
- The calendar contains the two years before, the current year and the 5 years coming.
- At the moment the calendar is recalculated:
 - each time a new ratification and/or denunciation is entered,
 - the procedure for report requests is launched,
 - the recalculation is launched manually due to an individual update.

The screenshot shows the 'Applis' software interface. The main window displays the 'Calendar' tab for 'Antigua and Barbuda'. The interface includes a menu bar (File, Edit, Registry, Reports, Settings, ?), a header section with member information (ATG Antigua and Barbuda, Member year: 1982, Language: English, MDT: Port-of-SpainSRD, Reg. Office: Lima, Area Office: PORT-OF-SPAIN), and a country selection dropdown. The main area contains a table with columns for 'Country', 'Conv.', and years from 2009 to 2014. The table lists various report types and their corresponding years.

Country	Conv.	2009	2010	2011	2012	2013	2014
Country : Antigua and Barbuda							
C011				Regular report			
C012	R2008				Regular ...		
C014	R2008					Regular ...	
C017	O2008	No reply to comm...			Regular ...		
C019					Regular ...		
C029	R2008		Regular report		Regular ...		Regular report
C081	R2008	No reply to comm...	Regular report		Regular ...		Regular report
C087	O2008	Regular report		Regular report		Regular ...	
C094	R2008			Regular report			
C098		Regular report		Regular report		Regular ...	
C100		Regular report		Regular report		Regular ...	
C101	R2008					Regular ...	
C105			Regular report		Regular ...		Regular report
C108		Regular report					Regular report
C111	R2008	Regular report		Regular report		Regular ...	
C122	R2008	Regular report		Regular report		Regular ...	
C131	R2008			Regular report			

Christiane's observations and requirements

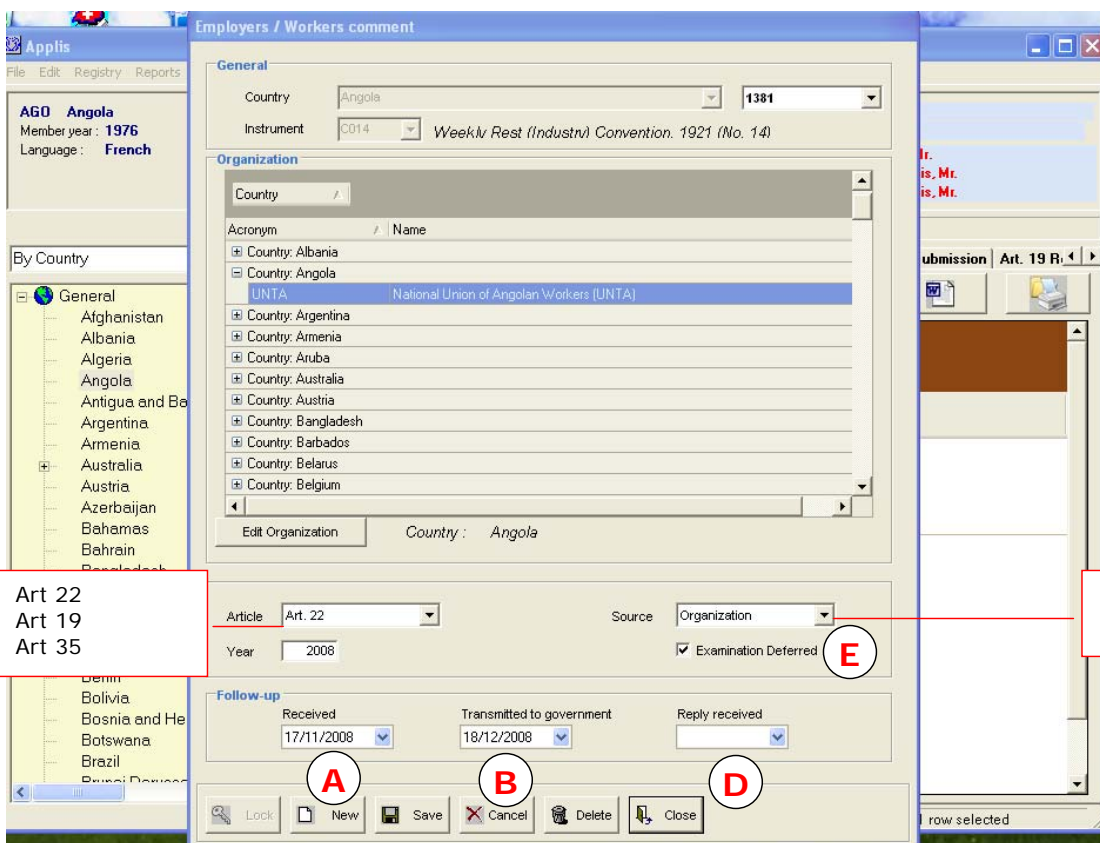
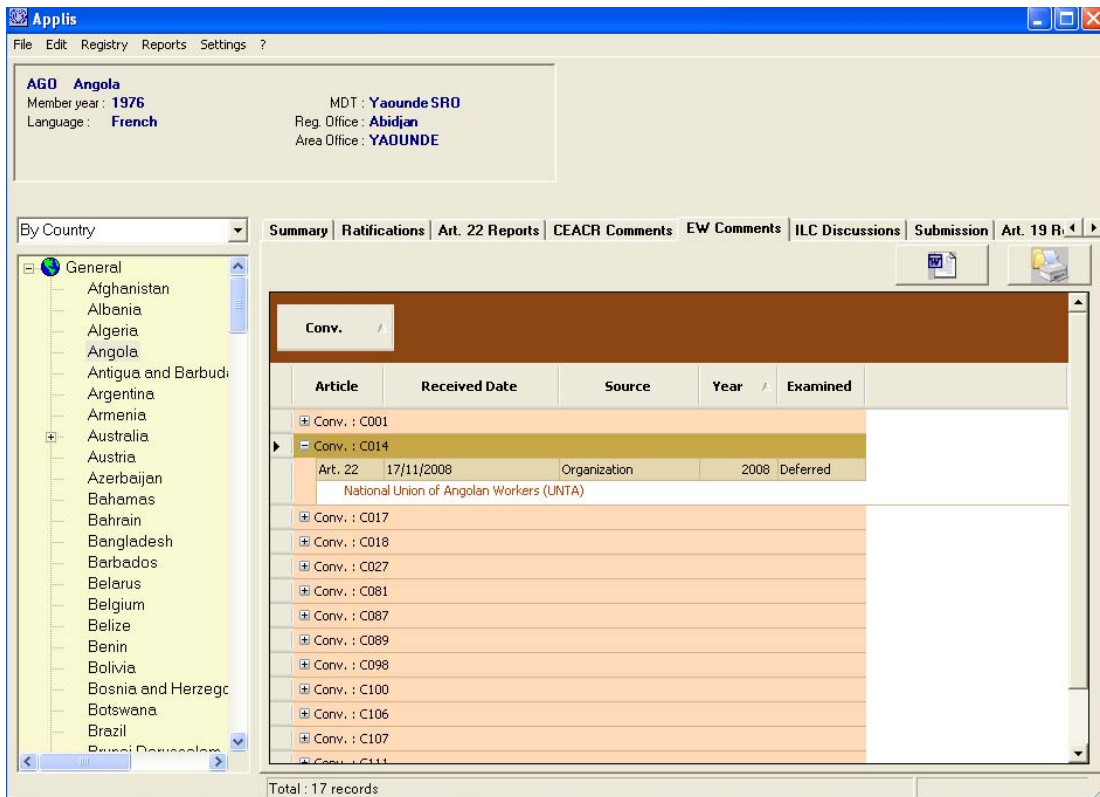
- a) **New requirement** - The calendar is manually recalculated at the beginning of the new year using the option "Reports > Recalculate calendar". It has been requested to not update anymore the calendar an automatic update/recalculation of the calendar in case of:
 - Ratification becomes denounced
 - Change of the report type
 - New Ratification. Creation of a new line in the calendar with the calculated reporting cycle (base on the first report delivery date) → note that at the moment it is done manually by Carlos
 - Overwriting of the regular report following a request of the CEACR (footnote)
 - **Versioning mechanism is requested for any changes above described**
- b) **Feature of the new calendar** - The possibility to intervene manually to change the schedule.
 - a. **It exists a relationship between the Calendar and the Art 22 reports module, At the moment the idea is that the calendar is a special view of the Art 22 reports module, more that that its driven by any change occurred in this module. So it is still to define if manual interventions can occur only on art 22 reports section or also in then Calendar itself.**

Carlos observation - The calendar (the schedule) of regular reporting can be viewed also by Convention (with list of related country). This view is useful for ILO field offices and, generally, to other NORMES members

EW comments

Purposes

- o Registration of the Employers and Workers comments (Comments are not published on the web they are confidential)
- o Creation, and maintenance of a DB of Workers and Employers organizations



Employers / Workers organization

Acronym: Country:

Type: Workers Employers

Name

English:

French:

Spanish:

Original:

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Sub-mask to enter a new Workers of Employers organization.

It creates a DB of Employers and Workers organizations

Pierre's observations and requirements

- a) **The process** - Before to register the comment in APPLIS the process is the following:
1. Receive the comment from the Organization (or from the Government) → see above (A)
 2. The coordinator reads the letter and verifies if the Conventions mentioned in the communication has been ratified by the country.
 3. The coordinator prepares draft acknowledgment letter to the organization and copy of the communication to the government concerned. See above (B)
 4. Sent for approval by coordinators then signed by the Director.
 5. Copies received for filing purposes and data entered in the database. See above (D)
- b) The comment can be sent also by Governments, because sometime it happens is the government which collects the comment.
- c) The comment sent is not read by a coordinator, it is read directly by Pierre Sayour
- d) Pierre receive, manage and register comments, for CEACR meeting on December 12009, from 15 December 2008 till 10 December 2009
- e) In order to insert the comment in APPLIS the navigation starts selecting the country and then the convention
- f) **Requirement** – It is necessary the system is able to automatically check if the country has ratified the convention and if its status is in force. If not an alert informs the user.
- g) **Requirement** – The possibility to use a search engine to create reports on demand (type statistical data). At the moment Pierre refers to Christiane. The reports, on paper, produced are:
1. List of list of Employers' and Workers' organizations by country → **it will be substituted by the search engine on-line, no more need to print this directory**
 2. list/sum of observations for a specific country(ies), for a specific convention(s);
 3. list/sum of observations for a specific year(s);
 4. production of annex for report III (2);
 5. Various statistics.
- h) The search engines can be used to ask to the system something like “All the comments on Art 22 by Japan” , or “On a given convention all the unions has commented”.
- i) A report titled “Lost of pending observations made by EW organization” is produced on paper in order to take under control if the CECAR (during the December meeting) has been informed of the existence of comments done by EW. If the comment is not presented at the CECAR it becomes an “Examination deferred” (see above (E)). Also this report could be produce by the search engine

Search engine features for EW comments

- **Convention**
- **Country**, must be split in two ¹
 - “Countries” and related
 - “Non metropolitan countries”
- **Report year**
- **Receiving date** (from, to)
- **Transmitting date**
- **Article, 22, 35 18** → they are check boxes for multiple selections
- **Workers, Employers, Governments** (selection from a pull down menu, one the other, both or none – means all)
- **List of Workers** (It could be pop-up window where its possible to select one ore more)
- **List of Employers** (It could be pop-up window where its possible to select one ore more)
- **Examination deferred** - yes no

¹ To be checked

Submissions

Purposes

- o Register of Submissions to competent authorities, by inserting the receiving date of the letter
- o Writing comments (Direct request or observations) on Submission

The screenshot shows the ILO Registry software interface. At the top, it displays the country 'BIH Bosnia and Herzegovina' with details: Member year: 1993, Language: English/French, MDT: Budapest SRO, Reg. Office: Geneva, Area Office: EUROPE. The main window shows a list of submissions under the 'Submission' tab. The list includes sessions 88, 89, 90, 91, 92, 94, and 95, each with a count of submitted instruments and a list of instrument numbers (e.g., C184, R192, C185, C186, C187, R197). The status bar at the bottom indicates 'Total: 32 records' and '1 row selected'.

Submission

General

Country:

International Labour **Maritime** Conference **94** Session **Nothing**

Maritime Labour Convention, 2006

Submission

This instrument was submitted on

To the Competent Authority

Analysis Correspondence

Analysis of the information provided by the Government

Preliminary information

Informations before submission ?

Document

Delivered ?

Debate

Information about debate

Copies to Employers / Workers organizations

Sent ?

Perspectives of ratification

Information about ratification

Submission to other Authorities

Other authority

Lock New Save Cancel Delete Close

Natan's observations and requirements

- a) It is a mandatory obligations
- b) It is for all instruments: Conventions, Recommendations and Protocols
- c) He has set the preferences to list only country has not submitted
- d) The Submission are manly searched by International Labour Conference (ILC)
- e) It is necessary to register submissions one by one or several at the same time also belonging to different ILC sessions
- f) The more complex part if the job is to read the letter coming form the Government so that to give to it the right interpretation (in this case the compiler of submissions is also an official in charge to analyze and comment them)

Search engine features for Submissions

- **Country**, must be split in two ¹
 - "Countries" and related
 - "Non metropolitan countries"
- **ILC session**
- **Convention**
- **Report year**
- **Registration date** (from, to)
- **Copied to EW organization** - yes no

Note: *the features have still to be deepened with the responsible of this module*

Christiane's observation

Perspective of ratification is no longer in use. It was internally used information.

Tools bar

User Preferences

Data year selection

Current year Last five years All

Session

Last five sessions All

Screen presentation

Always save Use default

Submission

Only not submitted All

CEACR Comments

Only pending comments All comments

Language

English French Spanish

Grid style

Style:

OK Cancel

The features

- User preferences
- Translators
- Work Group

Can substantially remain as they are

Translators

List

Name	Telephone	Room	E-mail
Johnson, Mr.	7972	6-78	
Toulat, M.	6672	6-100	
Lopez, Sr.	7750	6-155	
Longo, Sr.	7428	7-150	
Darier, Mme	xxxx	xxxx	
Abla, Mme	xxxx	xxxx	
Camugli, M.	xxxx	xxxx	
Mayans, Sra.	xxxx	xxxx	
Drew, Ms.	xxxx	xxxx	
Tezier, Mme	xxx	xxx	

Detail

Name: Telephone: Room: E-mail:

Male Female

Translation

		to		
		English	French	Spanish
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
from French	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spanish	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Work Group

Work Group

Drag a column header here to group by that column

Instrument	Expert	Coordinator	Branch	Technical Service	Official 1	Official 2	Of
C095	Pal, Ms.	Elkin, Mr.	EGALITE	EMP/SKILLS	Elkin, Mr.	(None)	(N
C004	Filali, Mr.	Politakis, Mr.	APPL	TRAVAIL	Politakis, Mr.		
C005	Lyon-Caen, Mr.	Rishikesh, Ms.	APPL	NORMES	Rishikesh, Ms.		
C007	Yokota, Mr.	Grimsmann, Mr.	APPL	SECTOR	Grimsmann, Mr.		
C008	Yokota, Mr.	Grimsmann, Mr.	APPL	SECTOR	Grimsmann, Mr.		
C009	Yokota, Mr.	Grimsmann, Mr.	APPL	SECTOR	Grimsmann, Mr.		

On the following instrument: General Submission

Branch: Technical Service:

Expert

Phone: 6626 Office: 6-28

Coordinator

Officials

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