



**37TH SESSION
OF THE ARLAC GOVERNING COUNCIL
MEETING FOR MINISTERS
FEBRUARY 2011
AGENDA AND RELATED PAPERS**

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WELCOME REMARKS AND APOLOGIES

Members of the Governing Council are invited to record their presence and that of their delegations.

The Secretariat is requested to indicate for the record any apologies received.

ADOPTION OF AGENDA

The Agenda for the 37th ARLAC Governing Council Meeting is on "Page 1" of these Agenda Papers.

Members of the Governing Council are invited to comment on the Agenda as proposed by the Executive Office, and subject to any amendments, adopt it as the order of business for the 37th Session of the Governing Council Meeting.

MINUTES OF THE PREVIOUS MEETING

Minutes of the 36B ARLAC Governing Council Meeting For Ministers held in Geneva Switzerland on Wednesday 9th June 2010 are from Page 5-18.

The Governing Council is invited to confirm the minutes as a true record of the deliberations and resolutions of the 36b meeting.

MINUTES OF THE PREVIOUS MEETING

36B Session of the ARLAC Governing Council Meeting Held On 9th June 2010 In Geneva Switzerland

1. OFFICIAL OPENING ADDRESS BY ARLAC CHAIRPERSON, HONOURABLE MS P. MPARIWA (M.P)

- 1.1 The meeting officially commenced at 1025 hours with speeches from the Chairperson, ILO Regional Director for Africa and the ILO Director for Social Dialogue at the ILO Head Quarters.
- 1.2 The Chairperson of the ARLAC Governing Council, Honourable Paurina Mpariwa, in her opening remarks, acknowledged the support of the ILO to ARLAC, particularly noting the increase in the financial support through the Regular Budget on Technical Cooperation. She assured the ILO that ARLAC was ready to comply with ILO requirements in the use of such funds indicating that the support had come at a time when ARLAC was launching its three year Strategic Plan.
- 1.3 The Chairperson hailed the Labour Administration and Inspection Programme of the ILO and noted that the programme had already made notable progress. She said ARLAC would work closely with relevant ILO structures including the ILO International Training Centre in Turin. The Chairperson said that such collaboration would lead to the building of capacities of Labour Administrators to effectively enforce national labour legislation and to steer the implementation of the Decent Work Agenda. She praised the partnership with the ILO saying it had improved the knowledge and tools for labour administrators to formulate policies that were responsive to the challenges of the world of work including the Crisis. She said there was need to enable ministries of labour and employment to link labour policies to national economic development and reduction of poverty. The Chairperson said ARLAC programming had embraced the Global Jobs Pact and was in the process of conducting training to indicate the clear role of labour administration during the implementation of the Pact.
- 1.4 The Chairperson encouraged Honourable Ministers not to miss out on the first Session of the ARLAC Governing Council Meeting normally held in February of each year. She said during that session a platform for reviewing progress and planning the future is provided and that it gives members the opportunity to discuss topical issues during high-level symposia.

2. ADDRESS BY MR CHARLES DAN, ILO REGIONAL DIRECTOR FOR AFRICA

- 2.1 Mr Charles Dan said the major objective of the gathering, in his view, was the commandment to ensure that labour administration was spearheading the promotion of the Decent Work Agenda. He indicated that such commitment emanated from the Ouagadougou Meeting of Heads of State and Government held in 2004 which highlighted the need to strengthen labour administrations and inspectorate systems as well as from the Decent Work Agenda 2007-2015 adopted at the 11th African Regional Meeting of the ILO in Addis Ababa in April 2007 and from the 2009 Ouagadougou road map on the implementation of the Global Jobs Pact of 2009.
- 2.2 Mr Dan said Africa needs skills, public employment services and labour market information which are linked to realities of the economic environment in order to recover. He said this was evident from the impact of the 2008-2009 economic and financial crises.

He said the Eurozone had undertaken various measures including drastic spending cuts and public sector job losses as part of austerity packages whose effect was to initiate a global trend to focus in cutting budget deficits amassed in the financial crisis. Since the Eurozone remained a major trading partner for Africa, the Director warned that there was need to analyse them so as to place the Decent Work Agenda in the correct perspective in terms of economic and social policies and packages through expansion of labour, economic and social competences of labour administrations.

- 2.3 He informed the meeting that the ILO was organizing a Regional Summit on Growth and Recovery with Decent Work – Promoting the Global Jobs Pact and Social Protection Floor in Africa. He said in that meeting, labour administration was expected to spearhead actions related to employment, vocational training, work conflict prevention and resolution, better working conditions and tripartism. Ministries of labour would have the role to connect politically with the governments at the highest political level and to deliver technically in consultation with the social partners.
- 2.4 Mr Dan hailed the ARLAC training programme for 2010-2011, describing it as relevant to the objectives of the Regional Summit.
- 2.5 In recognition of ARLAC' s initiatives to make labour administration play its role in the development of improved labour market governance based on decent working conditions, Mr Dan said the ILO had increased its strategic guidance and technical and financial assistance to ARLAC for the biennium from US\$150 000 to US\$200 000.
- 2.6 He further indicated that in close liaison with Sector III, the ILO would develop innovative synergies between ARLAC and the new Decent Work Technical Support Teams and the Turin Centre as part of the new approach to results based management.

3. ADDRESS BY MR GEORGE DRAGNICH, DIRECTOR SOCIAL DIALOGUE, ILO HEAD QUARTERS

- 3.1 Mr Dragnich said ARLAC is a strategic ILO partner in fulfilling the objectives of the Labour Administration and Inspection Programme.
- 3.2 Admitting that there was still a lot of work to be done, Mr Dragnich said LAB/ADMIN had developed a needs assessment methodology for gathering member countries needs. Such needs, according to Mr Dragnich, would be used by LAB/ADMIN, Governments and the social partners to develop national action plans to improve labour administration and inspection services.
- 3.3 Mr Dragnich said a lot of progress had been noted in many facets of labour administration in the preceding years. He singled out the formulation and implementation of sound labour laws and policies as a challenge for many member states noting that in some countries labour laws and policies were not based on international labour standards and were not developed through meaningful tripartite social dialogue. He said some countries were failing to implement sound labour laws and policies, and in other cases there was lack of capacity, authority or resources to formulate appropriate gender sensitive policies and lack of technical knowledge and expertise on the part of social partners. This he said, had hampered the advancing of the Decent Work Agenda. LAB/ADMIN continued to intensify its efforts in providing member states with the necessary support to update and implement labour laws and policies while mainstreaming gender equality in the framework of Decent Work Country Programmes and the Social Justice Declaration.

3.4 Mr Dragnich said his department would follow a strategy that combined advocacy, technical advice and capacity building constructed upon the ratifications of key ILO Conventions, particularly Convention 150. Their strategy would link national activities with regional or sub-regional activities aimed at fostering cooperation and integration in the fields of law and labour administration. He said in its endeavours, LAB/ADMIN would mobilize extra budgetary resources to fund its technical assistance activities.

4. **APOLOGIES**

4.1 Apologies were received from Honourable ministers of Botswana, Egypt, Liberia, Malawi, Nigeria, South Africa, Sudan and Zambia and Tanzania, an observer. However, those member states were represented.

5. **ADOPTION OF THE AGENDA**

5.1 The agenda was amended by the addition of agenda item 4.1.1 "Membership of Seychelles in ARLAC." The representative of South Africa proposed the adoption of the agenda as amended.

6. **READING OF THE MINUTES OF THE PREVIOUS MEETING**

6.1 The representative of Zambia proposed the adoption and was seconded by the representative of Namibia.

7. **MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING**

7.1 The secretariat informed the meeting that member countries that had accumulated huge arrears continued to default in paying their contributions. The Governing Council considered the status table of member countries contributions as at 26 April 2010 and the proposed sanctions for nonpaying member countries. It was also reported owing to financial difficulties, a member country, Seychelles, had written indicating her withdrawal from ARLAC.

7.2 **South Africa**

The representative of South Africa commended member countries that were paying their membership contributions on time.

7.3 **Mauritius**

Referring to the sanctions for nonpayment of contributions, the representative of Mauritius felt that it was a bit cruel to deny a member country the benefit of ARLAC activities and to continue to charge contributions from the same country. He suggested such other means as approaching defaulting member countries to discuss their problems.

7.4 **Liberia**

The representative of Liberia echoed the views of the representative of Mauritius, further suggesting that the Chairperson could visit and engage defaulters. He said it would be sad if ARLAC were to lose a single member. He said this in apparent reference to the letter of termination of membership from ARLAC that had been received from Seychelles.

7.5 **Mauritius**

The representative of Mauritius suggested that the meeting could resolve that Seychelles retained her membership in ARLAC and that her current membership contributions be suspended while maintaining the debt already accumulated.

- 7.6 South Africa
The representative of South Africa said ARLAC should be seen to be a progressive organization by amending its Constitution to reflect current realities in terms of conditions of membership and the relevant benefits.
- 7.7 Zimbabwe
The representative of Zimbabwe agreed with the representative of South Africa. He said that it could not be possible to suspend accumulation of future membership contributions of any member country without first incorporating the relevant clauses into the Constitution of ARLAC.
- 7.8 Lesotho
The representative of Lesotho suggested that there was need to stop accumulating the debt. He suggested that Seychelles could be classified differently such as an observer so that she continued to participate in ARLAC activities.
- 7.9 Egypt
The representative of Egypt agreed with the representative of Mauritius saying it would be cruel to deprive Seychelles of the benefits of ARLAC Membership.
- 7.10 Kenya
The representative of Kenya warned that the decision of the Governing Council should not culminate in the setting of a bad precedent. He suggested that the most prudent approach was to revisit the statutes first and make decisions accordingly.
- 7.11 Nigeria
The representative of Nigeria agreed with the representative of Kenya. He suggested the development of a mechanism that would not be used as a scapegoat by all who would chose to default in future.
- 7.12 Ethiopia
The representative of Ethiopia said member countries should make efforts to maintain their membership in ARLAC. He said it was not proper for member countries to allow themselves to be affected by the sanctions and then find it discouraging to remain members in an organization from where they did not benefit and decide to resign. He said that any financial problems of a member country should be considered separately and according to its own circumstances.
- 7.13 Namibia
The representative of Namibia suggested the review of the relevant ARLAC statutes and report the proposed changes should be presented in the next meeting. He said there was need to seriously consider resources of the organization.
- 7.14 Malawi
The representative of Malawi said he supported Kenya that the membership contributions of Seychelles be suspended while maintaining the current debt.
- 7.15 Zambia
The representative of Zambia agreed with Ethiopia saying each debt must be considered according to its own merits.

7.16 Chairperson

The Chairperson summarised the deliberations saying two views had been advanced. The first was that the Constitution needed to be reviewed and the second was that Seychelles should be advised against quitting but accepting the observer status. She further enquired whether the meeting had settled for two positions on this matter.

7.17 Ghana

The representative of Ghana proposed that a resolution that was in between the two positions would not set a bad precedent.

7.18 South Africa

The representative of South Africa suggested that the meeting should resolve that the ARLAC Constitution should be amended and in the meantime the membership contributions of Seychelles should cease to accumulate, but the accumulated arrears should remain due and payable.

7.19 Mauritius

The representative of Mauritius agreed with South Africa but added that Seychelles should be requested to consider accepting the observer status and that they would pay the arrears already accumulated.

7.20 Lesotho

The representative of Lesotho said reclassifying Seychelles as an observer made legal sense.

7.21 Resolution

The Governing Council Meeting resolved that the ARLAC Agreement and Rules of Procedure of the ARLAC Governing Council be amended to reflect current developments in terms of nonpayment of membership contributions and suspension of benefits and that Seychelles should be classified as an observer member of ARLAC, her membership contributions should not be accumulated in future and that she should pay the contribution arrears accumulated to the date of the resolution.

8. EMPLOYMENT/LABOUR STUDIES DIPLOMA/DEGREE (ELSDD)

8.1 The secretariat informed the Governing Council that progress by collaborating universities was very slow having received some feed back from the University of Zimbabwe only. Letters had been extended to other universities inviting them to consider collaborating with ARLAC and feedback was yet to be received.

8.2 Ethiopia

The representative of Ethiopia expressed concern that the progress on this matter was hopelessly slow. He suggested that the secretariat should cast its net much wider. The report on the ELSDD was then noted.

9. AUDITED FINANCIAL STATEMENTS AND AUDITORS' REPORT

9.1 The Audited Financial Statements and Auditors Report for 2009 were formally received by the Governing Council by a proposal by Namibia.

10. TENTATIVE PROGRAMME AND BUDGET FOR 2011

The Governing Council was informed that the Programme and budget for 2011 were developed in line with the ARLAC Strategic Plan 2010-2012. It also incorporated aspects of the ILO results based budgeting in response to the requirements of the ILO regular budget on technical cooperation. The meeting was further informed that the number of ARLAC funded training activities had drastically fallen due to the prevailing levels of membership contributions and nonpayment by some member countries.

10.1 Chairperson

The Chairperson indicated that when selecting participants there was need to prioritise according to real needs by doing a needs assessment analysis.

10.2 Lesotho

The representative of Lesotho suggested that there was need to revive the Labour Commissioners Annual Forum as it used to play a very important role in assisting the secretariat in implementing the Centre's Programme and it was noted.

10.3 Ghana

The representative of Ghana informed the meeting that he would work hard to clear the arrears to improve availability of budgetary resources. He suggested that the Governing Council Meeting should push member countries in arrears by giving them deadlines and by directing them to provide payment plans.

10.4 Sudan

The representative of Sudan informed the meeting that he would immediately after the meeting arrange a payment equivalent to their annual contribution.

10.5 Uganda

The representative of Uganda assured the meeting that his country would clear the arrears within the 2010-2011 financial year.

10.6 South Africa

The representative of South Africa suggested that member countries that were paying well should be incentivised in order to encourage others to emulate them.

10.7 Ghana

The representative of Ghana suggested that if labour ministers collaborated with Ministers of Finance, payments of contributions could easily be made. He said the issue of incentives was not workable. The Governing Council Meeting then approved the ARLAC Programme and Budget for 2011.

11. **VENUE FOR THE NEXT GOVERNING COUNCIL MEETING**

11.1 No member countries volunteered to host the 2011 February Governing Council Meeting. However, the meeting agreed that member countries that would later decide to host the Meeting were free to contact the secretariat.

12. **CONCLUSION**

There being no further business to discuss, the meeting ended at 1227 hours.

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Honourable Paurina Mpariwa (MP)
Chairperson of ARLAC Governing Council
And ARLAC Executive Office

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Cecilia Mulindeti Kamanga
Secretary to the ARLAC Governing Council
And ARLAC Executive Office

.....
Date

.....
Date

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MATTERS ARISING

4.1 MEMBER COUNTRIES CONTRIBUTIONS ARREARS REPORT

Tables summarising the changes in current and arrear contributions are shown below and on page 20 Generally, commendable efforts to pay were made. The major highlights on this matter were:

1. Fifteen (15) out of twenty (20) member countries are now paid up.
2. Total arrears outstanding were reduced from USD842 519 to USD735 164.
3. The Government of Seychelles has since paid her arrears of USD123 529 after applying for withdrawal of her membership.

TABLE OF MEMBER COUNTRIES CONTRIBUTIONS STATUS AS AT 23 NOVEMBER 2010

1	2	3	4	5	6	7		8
COUNTRY	ARREARS AS AT 01.01.2010	CONTRIB. FOR 2010	TOTAL AMOUNT DUE FOR 2010	TOTAL RECEIVED BY 23.11.2010	BALANCE OUT STANDING AS AT 23.11.2010	ARREARS DUE AS AT 23.11.2010		YEARS IN ARREARS
						BEFORE NEW RATES 7A	AFTER NEW RATES 7B	
BOTSWANA	(18041)	18 041	--	--	--	--	--	--
EGYPT	34 942	34 942	69 884	69 884	--	--	--	--
ETHIOPIA	25	16 581	16 606	16 581	25	--	25	--
GHANA	237 271	16 822	254 093	16 792	237 301	119 547	117 754	13
KENYA	15	17 543	17 558	--	17 558	--	17 558	--
LESOTHO	25	15 874	15 899	15 874	25	--	25	--
LIBERIA	(15 956)	16 056	100	--	100	--	100	
MALAWI	25	16 100	16 125	--	16 125	--	16 125	--
MAURITIUS	--	18 282	18 282	18 282	--	--	--	--
NAMIBIA	(17 263)	17 303	40	--	40	--	40	--
NIGERIA	--	31 796	31 796	31 682	114	--	114	--
SEYCHELLES	107 469	16 100	123 569	123 529	40	--	40	
SIERRA LEONE	181 476	15 874	3228	3 228	194 122	83 004	111 118	22
SOMALIA	155 463	15 874	171 337	--	171 337	76 093	95 244	16
SOUTH AFRICA	--	64 333	64 333	64 333	--	--	--	--
SUDAN	38 489	17 063	55 552	--	55 552	--	55 552	3
SWAZILAND	--	16 100	16 100	32 200	(16 100)	--	-	-
UGANDA	87 319	16 822	104 141	--	104 141	9 813	94 328	4
ZAMBIA	--	16 100	16 100	16 100	--	--	--	--
ZIMBABWE	--	17 544	17 544	17 544	--	--	--	--
TOTAL Arrears Advances	842 519 (51 260)	415 150	1 206 409	426 029	796 480 (16 100)	288 457	508 023	

Up to December 2003 contributions payable by member countries that are seriously in arrears were:

	USD
Ghana	16 450
Seychelles	5 390
Sierra Leone	5 390
Somalia	6 500
Uganda	12 370

CHANGES IN THE POSITION OF ARREARS OF MEMBER COUNTRIES' CONTRIBUTIONS SINCE THE INTRODUCTION OF THE INITIAL AMENDMENT OF ARTICLE 18 OF THE ARLAC AGREEMENT RELATING TO FINANCIAL PROVISIONS

DETAILS	MEMBER COUNTRIES IN ARREARS								TOTAL
	GHANA	LIBERIA	SEYCHELLES	SIERRA LEONE	SOMALIA	SUDAN	UGANDA	ZAMBIA	
Arrears as at 30 June 2005	203 627	16 056	59 169	122 727	91 967	108 347	126 778	111 339	840 010
2006 Contribution	16 822	16 056	16 100	15 874	15 874	17 063	16 822	16 100	130 711
2007 Contribution	16 822	16 056	16 100	15 874	15 874	17 063	16 822	16 100	130 711
2008 Contribution	16 822	16 056	16 100	15 874	15 874	17 063	16 822	16 100	130 711
2009 Contribution	16 822	16 056	16 100	15 874	15 874	17 063	16 822	16 100	130 711
2010 Contribution	16 822	16 056	16 100	15 874	15 874	17 063	16 822	16 100	130 711
TOTAL	287 737	96 336	139 669	202 097	171 337	193 662	210 888	191 839	1 493 565
Payments Received in 2005	--	--	16 100	--	--	17 005	--	9 975	43 080
Payments Received in 2006	16 822	--	--	--	--	98 784	--	61 962	177 568
Payments Received in 2007	16 822	16 016	--	--	--	--	34 059	71 602	138 499
Payments Received in 2008	--	64 164	--	2 858	--	--	49 302	16 100	132 424
Payments Received in 2009	--	16 056	--	1 888	--	22 321	23 386	16 100	79 751
Payments Receipt in 2010	16 792	--	123 529	3 228	--	--	--	16 100	220 965
TOTAL RECEIPTS	50 436	96 236	139 629	7 974	--	138 110	106 747	191 839	792 287
Arrears As At 26.4 2010	237 301	100	40	194 123	171 337	55 552	104 141	--	889 351
Arrears paid as a % of Balance Due	18%	100%	99,97%	3,95%	-	71%	51%	100%	42%

In accordance with the ARLAC Agreement and Rules of Procedure of the ARLAC Governing Council, Article 18 paragraph 6, as amended, Ghana, Sierra Leone, Somalia, Sudan and Uganda have forfeited the right to participate in all ARLAC activities and meetings.

The Governing Council is invited to note the position of member countries in serious arrears and be informed accordingly.

HIGHLIGHTS OF 2010 ANNUAL REPORT**Executive Summary**

The African Regional Labour Administration Centre's (ARLAC) is concerned with identifying and addressing fundamental issues that relate to workplace harmony, social protection and the promotion of economic and social development in member countries through the labour administration function.

The mandate of ARLAC requires the organisation to assist member countries in:

- Training at all levels of Labour Administration;
- Consultancy and advisory services directed towards labour administration;
- Studies and research in all aspects of labour administration;
- Information services and production of training materials.

This "ARLAC Annual Report (2010)" outlines our progress in improving labour market outcomes for the benefit of all participants in the world of work and the economy. This has been achieved through our core mandate of training of all personnel involved with the labour administration systems among whose duties is promotion of economic and social development.

Training is an essential element in upgrading and improving of human capital. ARLAC is synonymous in providing training in the labour administration field. In 36 years of its establishment, training has been its core function. Courses conducted are meant to enhance the knowledge, skills as well as expertise of public officers and their social partners who are involved in labour administration.

Needless to say that training is important as it enables participants to keep abreast of current trends, which affect the world of work.

The effects of the global economic downturn on the African labour market have been significant. During the past year, economic activity has fallen and this has resulted in higher levels of unemployment. This operating environment poses many challenges, and positive labour market outcomes are critical to support Africa's economic recovery.

ARLAC has responded to these challenges by offering programmes aimed at promoting:

- Implementation of the ILO Global Jobs Pact;
- Provision of more responsive workplace health and safety regulation
- Regulatory and policy settings for employment
- Improved workplace practices and productivity
- Matching skills to industry needs
- Social security services for workers

In order to support the recovery of the African labour market, our 2010 work programme has been balanced to provide what was required to create decent work for all, limit recessionary impacts on the labour market, and build the skills and workplace conditions that will increase productivity.

Over the course of the year, ARLAC further refined its strategic framework to build an improved understanding of how to measure progress in achieving its strategic goals. By identifying immediate outcomes that contribute towards these goals, ARLAC is better placed to measure the value added by its activities.

Full details of ARLAC's achievements during the year are included in the following sections on the Synopsis of 2010 Activities, Workshop Reports Summaries and in the Financial Statements in this report.

ARLAC remains grateful to all those who have stood by us by extending technical or financial support.

ARLAC Director
Cecilia Mulindetu - Kamanga

Synopsis of 2010 Activities

This has been a significant year for ARLAC. Throughout 2010, ARLAC conducted ten (10) workshops and from this number, and seven (7) were scheduled courses, three (3) were national workshops. The scheduled courses were mostly organised in collaboration with the International Labour Organisation, under the Regular Budget for Technical Cooperation (RBTC). ARLAC partnered with respective governments for the national workshops.

Year 2010 signifies ARLAC had successfully conducted 91% of the workshops that were planned. One workshop, namely Elimination of Worst Forms of Child Labour: Understanding the Dimensions and Interventions, was cancelled due to financial constraints.

In tandem with its mission, ARLAC trains essentially Labour Administrators. Participation for the workshops is also open to social partners from the tripartite structure composing the world of work. ARLAC as the leader in labour administration training has become the main choice of participants for training. The manifestation of this is the increased number of participants from year to year.

The trainers are professionals in their respective fields of expertise. The experts hail from diverse backgrounds with rich experiential knowledge about labour administration. It has always been the endeavour of the trainers to nurture innovative ideas pertaining to labour administration and strengthen the labour administration system as was envisaged upon the establishment of ARLAC.

Exposure visits/field trips were organised for the participants to receive first hand experience on the respective themes.

5.1 WORKSHOP REPORTS SUMMARIES

5.2	TITLE	ARLAC GOVERNING COUNCIL MEETING FOR MINISTERS AND HIGH LEVEL SYMPOSIUM ON THE ROLE OF LABOUR ADMINISTRATION AND LABOUR INSPECTION IN THE IN THE IMPLEMENTATION OF THE GLOBAL JOBS PACT: 8-12 FEBRUARY 2010. KARIBA ZIMBABWE
	TARGETED PARTICIPANTS	This capacity building symposium was directed towards the needs of: <ul style="list-style-type: none"> ▪ Ministers of Labour/Employment, ▪ Permanent/Principal Secretaries, Directors General, Managing Directors, ▪ Senior Officials and Experts involved in the design and implementation of employment policies.
	OBJECTIVES	The objectives of this symposium were to: <ul style="list-style-type: none"> ▪ Sensitize and raise awareness of the Global Jobs Pact and its implications to Africa; Promote the ILO Decent Work Agenda; ▪ Guide national and regional policies aimed at stimulating economic recovery, generating jobs and providing protection to working people and their families.
	OUTCOME	The symposium acknowledged the Global Jobs Pact as a global policy instrument that addresses the social and employment impact of the financial and economic crisis. It noted the progress by member countries in the implementation of the Global Jobs Pact in the areas of; Accelerating Employment Creation, Jobs Recovery and Sustaining enterprises; Building Social Protection Systems and Protecting People; Strengthening Respect For International Labour Standards; and Social Dialogue: Bargaining Collectively, Identifying Priorities, Stimulating Action. Delegates highlighted some challenges to the implementation of the Global Jobs Pact and thus resolved the following: <ul style="list-style-type: none"> ▪ Member countries implement, monitor and evaluate programmes and measures aimed at mitigating the crisis; ▪ Member countries strengthen Public Employment Service capacities (PES); ▪ Ministries of Labour intensify lobbying for increased resources from their central governments; ▪ ARLAC and ILO should enhance capacity building in the development and implementation of national employment policies; ▪ ARLAC should promote information dissemination and sharing (resource centre) and assist member countries in the development of their labour market information; ▪ ARLAC facilitates sharing of best practices/experiences among member countries; ▪ Member countries enhance the capacity of their labour administration and inspection systems and social dialogue; ▪ A request be made to the ILO to enhance technical assistance and capacity building for labour administration and the Global Jobs Pact as well as the Road Map for the implementation of the Global Jobs Pact in Africa; ▪ A request be made to UNDP to enhance technical assistance in the implementation of the MDGs towards poverty reduction; ▪ ARLAC assist in capacity building to enable member counties to undertake research and labour force and market surveys.
	TITLE	Labour Administration in the 21 st Century: Towards Improvement of Peoples Lives. 20 – 23 April. Nairobi, Kenya. (Co-sponsored by DANIDA)
	TARGETED GROUP	This national conference was designed for the Inspectorate staff of the Kenyan labour ministry.

	OBJECTIVES	<ul style="list-style-type: none"> ▪ To provide a useful opportunity for information sharing debate and interaction with the inspectorate on various issues affecting them and service delivery.
	TITLE	OCCUPATIONAL SAFETY AND HEALTH (OSH), HIV AND AIDS 26-30 APRIL 2010 –ARLAC-HARARE
	OBJECTIVE	<ul style="list-style-type: none"> ▪ To Strengthen the capacity for the implementation and Development of Occupational Safety and Health Management Practices in view of Emerging Issues such as HIV and AIDS, sustainable enterprise development, disability, Gender, and Youth Employment among others.
	TARGETED GROUP	<ul style="list-style-type: none"> ▪ Officials from Planning departments drawn from Government, Workers and Employers Organisations
	OUTCOME	<p>The outcome of this workshop was summarized in a Communiqué in which the participants acknowledged that HIV and AIDS is a medical condition and member states should adopt a multi-sectoral approach in dealing with it. The following recommendations were proposed in response to the noted challenges:</p> <ul style="list-style-type: none"> • Inclusion of OSH and HIV and AIDS personnel at relevant high level conferences • The Mainstreaming of OSH and HIV and AIDS at the workplace • Establishment of regional data base of OSH and HIV and AIDS trained personnel • Conducting of research on OSH and HIV and AIDS • Development of a Monitoring and Evaluation framework on the work done by member states <p>A Workplan outlining the objectives, strategies, indicators, those responsible, outcomes and time frames, accompanied these recommendations.</p>
	TITLE	Strategies of Transforming the Informal Economy to Salaried Economies 17 – 21 May. ARLAC, Harare.
	TARGETED GROUP	<ul style="list-style-type: none"> ▪ The workshop was open to officials from planning departments of Government, Workers and Employers Organisations. 18 Officials from eight ARLAC member countries attended the workshop.
	OBJECTIVES	<ul style="list-style-type: none"> ▪ To formalize the informal economy for national development (including through cooperative and social economy models); ▪ To explore the role of labour administrators and social partners in formalizing the informal economy; ▪ To explore methods of applying the Decent Work Agenda for the transformation of the informal economy.

	OUTCOME	<p>The outcome of this workshop was summarized in a Communiqué in which the participants acknowledged the advantages of the informal economy and recognized some of the challenges thereto. The following recommendations were proposed in response to the noted challenges:</p> <ul style="list-style-type: none"> • Governments need to create sectoral regulatory frameworks • Educational campaigns/ Capacity building – empower entrepreneurs in business skills through collaborative partners • Sensitization and advocacy campaigns by all stakeholders on sources of financing and importance of saving • Government and social partners to promote creation of micro financing businesses (savings), credit guarantee scheme, petition central bank to relax lending requirements • Promotion of cooperatives formations • There is a need to mobilize the community at large to acknowledge the importance of the Informal Economy in development and in turn give the supporting hand. • Government must extend and enforce the International Labour Standards with special emphasis on the Decent Work Agenda in the Informal Economy. <p>A Workplan outlining the objectives, strategies, indicators, those responsible, outcomes and time frames, accompanied these recommendations.</p>
	TITLE	36B ARLAC Governing Council Meeting of Ministers 11 June. Geneva, Switzerland.
	TARGETED GROUPS	This meeting was for members of the ARLAC Governing Council i.e. ministers responsible for labour matters in ARLAC member countries or their representatives, representatives of UNDP and representatives of the Director General of ILO. The meeting was also open to observer states.
	OBJECTIVES	<ul style="list-style-type: none"> ▪ The objective of this meeting was to discuss the business of ARLAC.
	OUTCOME	Minutes of this closed meeting were circulated to the attendees.
	TITLE	Zimbabwe National Programme: Induction Training For Labour Officers, 25 – 28 July/11 – 13 August. Harare, Zimbabwe.
	TARGETED GROUPS	This national programme was designed for the new Labour inspectors in the Ministry.
	TITLE	Widening the Role of Labour Administration and Social Protection 02 – 06 August. ARLAC, Harare.
	TARGETED GROUPS	The workshop targeted officials from Government, Workers' and Employers organisations involved in the design and implementation of social protection interventions and policies. 16 Officials from seven ARLAC member countries attended the workshop.
	OBJECTIVES	<ul style="list-style-type: none"> ▪ To promote social protection through effective labour administration systems; ▪ To discuss social security concepts and trends; ▪ To explore methods for the governance of social security schemes.

	OUTCOME	<p>The participants of the workshop acknowledged that social protection is still a major challenge in most African states. They recognised the development of Decent Work Country Programmes; ratification international labour standards; and the existence of social protection schemes as opportunities. Thus they proposed that the following recommendations be considered in the improvement of social protection initiatives in Africa, viz.:</p> <ul style="list-style-type: none"> ▪ States to be encouraged to ratify and domesticate ILO Conventions and Recommendations related to social protection; ▪ Put in place mechanisms for ensuring compliance with national laws and regulations, including systems of inspection; ▪ Put in place information and advisory services on social protection; ▪ To provide for social protection training and research; ▪ To put support mechanisms for a progressive improvement of social protection conditions in micro-enterprises, in small and medium-sized enterprises and in the informal economy; ▪ To attract foreign direct investment (FDI) to help in creating employment; ▪ To advocate for sustained political support for social protection; ▪ To maintain updated records for transparency and accountability; ▪ To continuously monitor and evaluate systems; ▪ To restore public confidence that has been undermined by the aforesaid challenges; ▪ To strengthen social dialogue to encourage public, civil society, and potential beneficiary participation; <p>These recommendations were accompanied by a Workplan outlining the objectives, strategies, indicators, those responsible, outcomes and time frames.</p>
TITLE		National Training: Programme of Arbitrators/Mediators in Botswana 06 – 10 September. Gaborone, Botswana
	TARGETED GROUPS	The programme was targeted to capacity building labour administration in the area of dispute resolution.
TITLE		Recovery through Promotion of Productive Employment and Gender. 20 - 24 September. ARLAC, Harare.
	TARGETED	The workshop was targeted at officials from Government, Workers' and Employers organisations involved in the design and implementation of employment policies. 19 Officials from seven ARLAC member countries attended the workshop.
	OBJECTIVES	<ul style="list-style-type: none"> ▪ To discuss gender equality and economic development in relation to international instruments supporting employment and gender; ▪ To exchange good practices on gender mainstreaming in labour administration; ▪ To explore emerging issues affecting gender development.

	OUTCOME	<p>The outcome of this workshop was summarised in a Communiqué in which the participants acknowledged the emerging issues affecting gender development. The Communiqué lists identified challenges and opportunities for the promotion of productive employment and gender. Of particular note are the following opportunities; International Labour Standards; Regional instruments; Domestic legislation and policies and the Scope for multi-sectoral approach for gender mainstreaming. The following recommendations were proposed in response to the noted challenges:</p> <ul style="list-style-type: none"> ▪ Mainstreaming gender in all sectors of society; ▪ Interventions to lower prevalence of HIV and AIDS; ▪ Promote access to education and skills development; ▪ Raise community awareness on the need for gender mainstreaming; ▪ Improve implementation of legislation and policies and delivery of service; ▪ Introduce gender indicators to evaluate differential impact on gender; ▪ Creating conditions for men's active participation in family responsibilities to fulfill the need to reconcile work and personal life and outsourcing of domestic responsibilities; ▪ Integration of social concerns into labour/employment laws; ▪ Improve access to credit for women by eradicating barriers; ▪ Recognition of women's land and property ownership rights; ▪ Collect data on gender mainstreaming which is segregated so as to give correct indicators; <p>Improved representation of women in management through affirmative initiatives; Incorporate gender perspectives into school curriculum.</p>
TITLE		8 th ARLAC Annual Meeting for Permanent/Principal Secretaries/Directors General Responsible for Labour/Employment/Manpower Issues. 10- 12 November. Gaborone, Botswana.
	TARGETED GROUPS	This activity was organised for Permanent/Principal Secretaries and Directors General and their equivalents from the ministries of labour/employment from all ARLAC member states, with other English speaking African countries attending as observers.
	OBJECTIVES	<ul style="list-style-type: none"> ▪ To discuss and define ARLAC training/research programme ▪ To review policies on labour administration ▪ map the way forward in view of the demands for socio-economic development

	OUTCOME	PREAMBLE
		<p>We, the representatives of the Ministries responsible for Labour/Employment/Manpower from Botswana, Egypt, Malawi, Namibia, Nigeria, Sudan, Swaziland, Zambia and Zimbabwe having held the 8th Annual Meeting for Principal/Permanent Secretaries/Directors General (hereinafter referred to as the Meeting), at Boipuso Convention and Conference Centre, Gaborone, Botswana from 10-12 November 2010 and having:-</p> <ol style="list-style-type: none"> 1. Noted the progress made in the implementation of the resolutions of the 7th Annual Meeting of Principal/Permanent Secretaries/Directors-General responsible for labour/employment/manpower issues; 2. Reviewed the implementation of the ARLAC Strategic Plan 2010-2012 3. Considered the criteria for conducting country programmes and research activities; 4. Considered the recommendations by participants of the 2010 ARLAC training programmes; 5. Discussed the prioritization of the 2011 ARLAC training programme; 6. Been appraised on good practices of the evaluation of training; 7. Deliberated upon models for evaluating training. <p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The Secretariat should pursue the matter of establishing a working relationship with NEPAD beyond merely writing them letters but to actually obtain their response. 2. Whilst noting the decision of the Governing Council on the position of member countries in arrears and the impact on Strategic Plan, the Council may reconsider its decision and mandate the Permanent/Principal Secretaries/Directors-General to come up with other modalities. 3. There is need to follow up on observer member states to join ARLAC. 4. The 2011 training programme of ARLAC be prioritized to include:- <ul style="list-style-type: none"> • Productivity enhancement; • Labour Administration and the Informal Economy; • Integrated/Standardised Labour Inspection Systems, • Occupational Safety And Health and Risk Assessment and; • The Annual Meeting for Labour Commissioners. 5. All training programmes undertaken by labour officials should be institutionalized and must be approved by the relevant authorities in the ministry. 6. A training and evaluation delivery structure be developed within the Ministries of Labour/Employment/Manpower. 7. The criteria for conducting research and country programmes in ARLAC be carried out on a regional basis; 8. Member countries should make efforts to include views of social partners when proposing themes for in-corporation into the training programme of ARLAC. 9. The organizations should create an enabling environment to facilitate application of knowledge and skills acquired from Training. 10. The Secretariat should circulate a questionnaire requesting member countries to provide information on their training needs for consolidation and consideration during the high level forum in February 2011. 11. The next meeting be held in Nigeria subject to consultation. <p>FINALLY, The Meeting acknowledges, with thanks, the hospitality and generosity of the Government and people of the Republic Of Botswana and for the perfect organisation and hospitality accorded to the Meeting.</p> <p>Dated, this 12th day of November 2010, at Boipuso Convention and Conference Centre, Gaborone, Botswana.</p>

Invitations to attend the 2010 programmes were extended to an average of eight member countries per activity, with the exception of the Governing Council and the Permanent/Principal Secretaries/Directors General Meetings to which all member countries and observers were invited, and the national activities which are specifically for the requesting country. That is to say all ARLAC member states were invited to attend at least four programmes.

Figure 1 below portrays the attendance of ARLAC activities during 2010. It states the total number per activity and indicates the gender proportions. The activity numbers correspond with the numbering 1 – 10 above.

1.1 Summary of Attendances

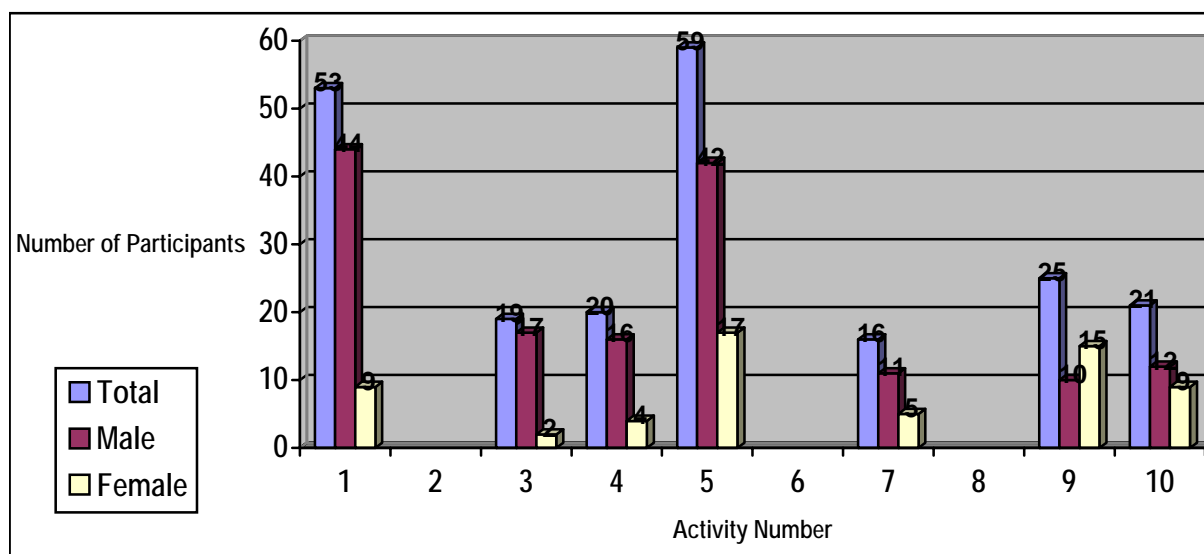


Figure 1

Figure 2

ARLAC is not just concerned about training other whilst neglecting its own. To this effect ARLAC participated at allied major regional and international meetings as follows:

- 28 April 2009: Participated in a procession to commemorate the World day of Safety and Health at Work (an international campaign to promote safe, healthy, and decent work.)
- 02 – 18 June: Observer at the 98th Session of the International Labour Conference, Geneva, Switzerland.
- August 30: Attended the 48th Annual Meeting of CIS Centres, Inter Continental Beijing Beichen, Beijing, P.R. China
- August 31- September 2: Attended the China International Forum on Work Safety, Inter Continental Beijing Beichen, Beijing, P.R. China.
- 06 – 08 September: Attended the 2nd African Decent Work Symposium: Building a Social Protection Floor with the Global Jobs Pact. Yaounde, Cameroon.

4. Information Services

The ARLAC Information Centre offers a flexible and responsive service designed to meet the needs of users:

- Helpful and knowledgeable staff committed to customer service
- Individual training and support, and group training tailored to each course
- Access to nearly 20 databases and electronic journal titles
- Core collections of books, journals and reports
- Efficient interlibrary loan services to supplement our printed and electronic resources
- Current awareness and document delivery services

Publications:

ARLAC, with support from The ILO Labour Administration and Inspection Programme (*LAB/ADMIN*) managed to revive "ARLAC News" the flagship publication of the institution.

ARLAC also published the proceedings of all its scheduled activities. These were distributed to the respective participants and institutions. Copies of these reports can be requested from the Secretariat. Botswana, Kenya and Zimbabwe also submitted copies of their respective National Activities and copies of these are also available from ARLAC.

Website:

The ARLAC website can be viewed at www.arlac.co.zw.

PROPOSED AGENDA FOR THE 37B GOVERNING COUNCIL MEETING

1	WELCOME REMARKS	(GC37B/1/2011)
2	ADOPTION OF AGENDA	(GC/37B/2/2011)
3	MINUTES OF THE 37 th GOVERNING COUNCIL MEETING	(GC/37B/3/2011)
4	MATTERS ARISING FROM THE PREVIOUS MEETING	(GC/37B/4/2011)
5	AUDITED FINANCIAL STATEMENTS AND AUDITORS REPORT 2010	(GC/37B/5/2011)
6	TENTATIVE ARLAC PROGRAMME AND BUDGET -2011	(GC/37B/6/2011)
7	PROPOSED MEMBER COUNTRIES CONTRIBUTIONS	(GC/37B/7/2011)
8	ELECTION OF MEMBERS OF THE EXECUTIVE OFFICE	(GC/37B/8/2011)
9	CONTRACT OF EMPLOYMENT FOR THE DIRECTOR	(GC/37B/9/2011)
10	VENUE FOR THE 38 th ORDINARY SESSION OF THE ARLAC GOVERNING COUNCIL MEETING FOR MINISTERS	GC/37B/10/2011)
11	ANY OTHER BUSINESS	(GC37B/11/2011)

AGENDA ITEM 7

(GC37/2011/8)

ANY OTHER BUSINESS