



SEVENTEENTH ITEM ON THE AGENDA

Report of the Director-General

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I. Progress in international labour legislation

Ratifications of Conventions

1. Since the preparation of the documents submitted to the 276th Session of the Governing Body, the Director-General has registered the following 33 ratifications of international Labour Conventions, bringing the total number registered on 21 January 2000 to 6,712.

Barbados

Ratification registered on 4 January 2000:
Minimum Age Convention, 1973 (No. 138)

Botswana

Ratification registered on 3 January 2000:
Worst Forms of Child Labour Convention, 1999 (No. 182)

Cambodia

Ratification registered on 23 August 1999:
Minimum Age Convention, 1973 (No. 138)

Colombia

Ratification registered on 9 November 1999:
Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144)

Congo

Ratifications registered on 26 November 1999:
Labour Inspection Convention, 1947 (No. 81)
Right to Organise and Collective Bargaining Convention, 1949 (No. 98)
Equal Remuneration Convention, 1951 (No. 100)
Abolition of Forced Labour Convention, 1957 (No. 105)
Discrimination (Employment and Occupation) Convention, 1958 (No. 111)
Minimum Age Convention, 1973 (No. 138)
Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144)

Côte d'Ivoire

Ratification registered on 22 October 1999:
Vocational Rehabilitation and Employment (Disabled Persons) Convention, 1983 (No. 159)

Cyprus

Ratification registered on 21 January 2000:
Protocol of 1995 to the Labour Inspection Convention, 1947

Finland

Ratification registered on 17 January 2000:
Worst Forms of Child Labour Convention, 1999 (No. 182)

Iceland

Ratification registered on 6 December 1999:

Minimum Age Convention, 1973 (No. 138)

Ireland

Ratification registered on 20 December 1999:

Worst Forms of Child Labour Convention, 1999 (No. 182)

Kazakhstan

Ratifications registered on 6 December 1999:

Discrimination (Employment and Occupation) Convention, 1958 (No. 111)

Employment Policy Convention, 1964 (No. 122)

Republic of Korea

Ratifications registered on 15 November 1999:

Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144)

Vocational Rehabilitation and Employment (Disabled Persons) Convention, 1983
(No. 159)

Kuwait

Ratification registered on 15 November 1999:

Minimum Age Convention, 1973 (No. 138)

Malawi

Ratifications registered on 19 November 1999:

Forced Labour Convention, 1930 (No. 29)

Freedom of Association and Protection of the Right to Organise Convention, 1948
(No. 87)

Abolition of Forced Labour Convention, 1957 (No. 105)

Labour Administration Convention, 1978 (No. 150)

Worst Forms of Child Labour Convention, 1999 (No. 182)

Morocco

Ratification registered on 6 January 2000:

Minimum Age Convention, 1973 (No. 138)

Senegal

Ratification registered on 15 December 1999:

Minimum Age Convention, 1973 (No. 138)

Seychelles

Ratifications registered on 23 November 1999:

Equal Remuneration Convention, 1951 (No. 100)

Discrimination (Employment and Occupation) Convention, 1958 (No. 111)

Working Environment (Air Pollution, Noise and Vibration) Convention, 1977 (No. 148)

Labour Administration Convention, 1978 (No. 150)

Labour Relations (Public Service) Convention, 1978 (No. 151)

*Slovakia**Ratification registered on 20 December 1999:*

Worst Forms of Child Labour Convention, 1999 (No. 182)

*United States**Ratification registered on 2 December 1999:*

Worst Forms of Child Labour Convention, 1999 (No. 182)

Declaration concerning the acceptance of Part II with regard to Convention No. 81

2. The Director-General has registered on 21 January 2000 a declaration from the Government of Cyprus concerning the acceptance of Part II with regard to the Labour Inspection Convention, 1947 (No. 81).

Entry into force of a Convention

3. As a result of the ratification by Malawi of the Worst Forms of Child Labour Convention, 1999 (No. 182) (the second ratification of this Convention), this Convention will come into force on 19 November 2000.

Declarations concerning the application of Conventions to non-metropolitan territories
(article 35 of the Constitution)

4. The Director-General has registered the following declarations concerning the application of international labour Conventions to a non-metropolitan territory:

*Portugal**Declaration registered on 28 October 1999:*

Food and Catering (Ships' Crews) Convention, 1946 (No. 68)

*Applicable without modification: Macau**Declarations registered on 18 November 1999:*

Unemployment Indemnity (Shipwreck) Convention, 1920 (No. 8)

Applicable without modification: Macau

Migration for Employment Convention (Revised), 1949 (No. 97)

*Applicable without modification: Macau**Declarations registered on 19 November 1999:*

Seamen's Articles of Agreement Convention, 1926 (No. 22)

Applicable without modification: Macau

Repatriation of Seamen Convention, 1926 (No. 23)

Applicable without modification: Macau

Termination of Employment Convention, 1982 (No. 158)

Applicable without modification: Macau

Declarations registered on 30 November 1999:

Labour Inspection Convention, 1947 (No. 81)

Applicable without modification: Macau

Minimum Age Convention, 1973 (No. 138)

Applicable without modification: Macau

Human Resources Development Convention, 1975 (No. 142)

Applicable without modification: Macau

Labour Administration Convention, 1978 (No. 150)

Applicable without modification: Macau

Labour Relations (Public Service) Convention, 1978 (No. 151)

Applicable without modification: Macau

Labour Statistics Convention, 1985 (No. 160)

Applicable without modification: Macau

Notifications

5. The Director-General has registered on 20 December 1999 the following notifications concerning the application by China of international labour Conventions without modifications to the Special Administrative Region of Macau:

Hours of Work (Industry) Convention, 1919 (No. 1)

Night Work of Young Persons (Industry) Convention, 1919 (No. 6)

Weekly Rest (Industry) Convention, 1921 (No. 14)

Workmen's Compensation (Accidents) Convention, 1925 (No. 17)

Workmen's Compensation (Occupational Diseases) Convention, 1925 (No. 18)

Equality of Treatment (Accident Compensation) Convention, 1925 (No. 19)

Minimum Wage-Fixing Machinery Convention, 1928 (No. 26)

Marking of Weight (Packages Transported by Vessels) Convention, 1929 (No. 27)

Forced Labour Convention, 1930 (No. 29)

Food and Catering (Ships' Crews) Convention, 1946 (No. 68)

Certification of Ships' Cooks Convention, 1946 (No. 69)

Medical Examination (Seafarers) Convention, 1946 (No. 73)

Certification of Able Seamen Convention, 1946 (No. 74)

Labour Inspection Convention, 1947 (No. 81)

Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87)

Employment Service Convention, 1948 (No. 88)

Accommodation of Crews Convention (Revised), 1949 (No. 92)

Right to Organise and Collective Bargaining Convention, 1949 (No. 98)

Equal Remuneration Convention, 1951 (No. 100)

Abolition of Forced Labour Convention, 1957 (No. 105)

Weekly Rest (Commerce and Offices) Convention, 1957 (No. 106)

Seafarers' Identity Documents Convention, 1958 (No. 108)

Discrimination (Employment and Occupation) Convention, 1958 (No. 111)
 Radiation Protection Convention, 1960 (No. 115)
 Hygiene (Commerce and Offices) Convention, 1964 (No. 120)
 Employment Policy Convention, 1964 (No. 122)
 Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144)
 Working Environment (Air Pollution, Noise and Vibration) Convention, 1977 (No. 148)
 Occupational Safety and Health Convention, 1981 (No. 155)

Constitution of the International Labour Organization, Instrument of Amendment, 1997

6. Since the 276th Session of the Governing Body, the Director-General has received the following ratifications of the instrument:

Czech Republic	Ratification	6 December 1999
Iceland	Ratification	22 November 1999
Spain	Ratification	8 November 1999

The total number of ratifications and acceptances is now 50, including two by States of chief industrial importance.

II. Internal administration

7. Article 4.2(d) of the Staff Regulations states:

Vacancies in the Director and Principal Officer category shall be filled by the Director-General by transfer in the same grade, promotion or appointment. Such promotions or appointments, other than to vacancies in technical cooperation projects, shall be reported to the Governing Body with a short statement of the qualifications of the persons so promoted or appointed.

8. The following appointments and promotions are accordingly reported to the Governing Body.

Ms. Catherine Comtet-Simpson (France)

Appointed Registrar of the ILO Administrative Tribunal (TRIB) on 1 February 1999 and promoted to D.1 with effect from 1 February 2000. Born in 1953. Holds a Degree in International Public Law from the University of Lyon and a Master's Degree in International Private Law from the University of Nice. Joined the ILO in 1980. Held various positions in the Application of Standards (APPL) and Freedom of Association (LIBSYND) branches in the International Labour Standards Department (NORMES), and the Conditions of Work Branch (CONDI/T). Appointed to LIBSYND in October 1986. Transferred, with promotion, to the Equality and Human Rights Coordination Branch (EGALITE) in April 1988. Appointed Director of the ILO Area Office in Bangkok, with promotion, in July 1996.

Mr. Loïc Picard (France)

Appointed Deputy Legal Adviser in the Office of the Legal Adviser (JUR) on 1 February 1999 and promoted to D.1 with effect from 1 February 2000. Born in November

1945. Holds BAs in Public Law and Sociology; and MAs in Public Law and Political Science. Joined the ILO as an Expert in Zaire in September 1974. Transferred to Geneva headquarters to the branch dealing with relations with Africa (REL AFR) in October 1982, and then to the Application of Standards Branch (APPL) within the International Labour Standards Department (NORMES) in January 1983. Worked for a short period, from April 1983, in the Population and Manpower Planning Branch (EMP/POP) before returning to the Application of Standards Branch (APPL) in July 1983. Transferred to the Director-General's Office (CABINET) in January 1998.

III. Publications and documents

9. The publications listed below became available for sale at ILO headquarters since the 274th Session of the Governing Body. Approximately 600 items are documented each year as being published globally.

International Labour Conference

10. The following reports for the 87th (1999) Session of the International Labour Conference have been issued in English, French and Spanish:

Report II:	<i>Draft Programme and Budget 2000-01 and other financial questions</i>
Report II/SUP:	<i>Draft Programme and Budget proposals for 2000-01: Strategies and orientation</i>
Report III(1B):	<i>Migrant workers</i>
Report III(2):	<i>Lists of ratifications by Convention and by country (as at 31 December 1998)</i>
	<i>Record of proceedings:</i>
	<i>Vol. I. Provisional Record, Index of speakers</i>
	<i>Vol. II. Authentic text, Resolutions, Delegations</i>

11. The following reports for the 87th (1999) Session of the International Labour Conference have been issued in English, French, Spanish, German, Russian, Arabic and Chinese:

Report I:	<i>Report of the Director-General: Decent work</i>
	<i>Report of the Director-General. Appendix. Report on the situation of workers of the occupied Arab territories</i>
Report V(2):	<i>Maternity protection at work</i>
Report IV(2A):	<i>Child labour</i>
Report IV(2B):	<i>Child labour</i>
Report III(1A):	<i>Report of the Committee of Experts on the Application of Conventions and Recommendation.</i>
Report VI:	<i>The role of the ILO in technical cooperation</i>

12. The following report for the 88th (2000) Session of the International Labour Conference has been issued in English, French and Spanish:

Report III(1B) *General Survey concerning the Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144) and the Tripartite Consultation (Activities of the International Labour Organisation) Recommendations, 1976, (No. 152)*

13. The following reports for the 88th (2000) Session of the International Labour Conference have been issued in English, French, Spanish, German, Russian, Arabic and Chinese:

Report III(1A) *Report of the Committee of Experts on the Application of Conventions and Recommendations: General report and observations concerning particular countries*

Report IV(1) *Maternity protection at work*

Report VI(1) *Safety and health in agriculture*

Report VI(2) *Safety and health in agriculture*

Report VII/1 *Withdrawal of the Hours of Work (Coal Mines) Convention, 1931; the Hours of Work (Coal Mines) Convention (Revised), 1935; the Reduction of Hours of Work (Public Works) Convention, 1936; the Reduction of Hours of Work (Textiles) Convention, 1937; and the Migration for Employment Convention, 1939*

14. The following report for the 89th (2001) Session of the International Labour Conference has been issued in English, French, Spanish, German, Russian, Arabic and Chinese:

Report V(1) *Promotion of cooperatives*

Sectoral Activities Programme

15. The following reports have been issued in English, French and Spanish:

The *Report* for discussion at the Symposium on the Social and Labour Consequences of Technological Developments, Deregulation and Privatization of Transport.

The *Note on the Proceedings* of the Tripartite Meeting on Managing the Privatization and Restructuring of Public Utilities (Water, Gas and Electricity).

The *Note on the Proceedings* of the Tripartite Meeting on Social and Labour Issues in Small-Scale Mines.

The *Note on the Proceedings* of the Joint Meeting on Human Resource Development in the Public Service in the Context of Structural Adjustment and Transition.

The *Note on the Proceedings* of the Tripartite Meeting on the Impact of Flexible Labour Market Arrangements in the Machinery, Electrical and Electronic Industries.

The *Report* for discussion at the Tripartite Meeting on Human Resource Implications of Globalization and Restructuring in Commerce.

The *Note on the Proceedings* of the Tripartite Meeting on Voluntary Initiatives Affecting Training and Education in Safety, Health and Environment in Chemical Industries.

The *Report* for discussion at the Tripartite Meeting on Safety and Health in the Fishing Industry.

The *Note on the Proceedings* of the Tripartite Meeting on Safety and Health in the Fishing Industry.

The *Report* for discussion at the Symposium on Information Technologies in the Media and Entertainment Industries: Their Impact on Employment, Working Conditions and Labour-management Relations.

The *Report* for discussion at the Tripartite Meeting on Lifelong Learning in the Twenty-first Century: The Changing Roles of Educational Personnel.

Periodical publications

16. The following issues have been published or are in the press in the languages indicated:

Bulletin of Labour Statistics: Fourth quarter and fourth supplementary issues, 1998; first to fourth quarter issues, and first to third supplementary issues, 1999 (trilingual).

International Labour Documentation: Nos. 2-11, 1999 (trilingual).

International Labour Review: Vol. 138, 1999-1/2/3/4 (in English and French); Vol. 117, 1998/3 and 1998/4; Vol. 118, 1999-1/2/3/4 (in Spanish).

Labour Education: Vol. 113, No. 1998/4; Vol. 114, No. 1999/1; Vol. 115, No. 1999/2; Vol. 116, No. 1999/3 (in English, French and Spanish).

Official Bulletin: Vol. LXXXI, 1998, Series A, No. 3 (in English, French and Spanish); Vol. LXXXI, 1998, Series B, Nos. 1, 2 and 3, and Special Supplement (in English, French and Spanish); Vol. LXXXII, 1999, Series A, No. 1 (in English, French and Spanish).

Sources and Methods: Labour Statistics. Vol. 9, *Transition countries* (trilingual).

Statistics on occupational wages and hours of work and on food prices. October Inquiry results 1997 and 1998 (trilingual).

Yearbook of Labour Statistics (trilingual).

Non-periodical publications

17. The following volumes have been issued or are in the press in the languages indicated:

ABC of women workers' rights and gender equality (in English).

Actuarial mathematics of social security pensions (in English).

Adjustment, employment and missing institutions in Africa: The experience in eastern and southern Africa (in English). Co-publication with James Currey Publishers, United Kingdom.

Competencia laboral: Sistemas, surgimiento y modelos (in Spanish) (CINTERFOR/OIT).

Competitividad, redes productivas y competencias laborales (in Spanish) (CINTERFOR/OIT).

Constitution of the ILO and Standing Orders of the International Labour Conference (in Chinese).

Credit unions and the poverty challenge (in English).

Current international recommendations on labour statistics, 2000 ed. (in English, French and Spanish).

La crise financière asiatique: Les enjeux d'une politique sociale (in French and Spanish).

- La eficiencia productiva: Cómo funcionan las fábricas* (in Spanish) (CINTERFOR/OIT).
- Employment and labour market policies in selected transition economies* (in English).
- Employment and labour in South Asia* (in English) (New Delhi).
- Employment revival in Europe: Labour market successes in Austria, Denmark, Ireland and the Netherlands* (in English).
- Employment, working conditions and labour relations in offshore data service enterprises: Case studies of Barbados and Jamaica*. Multinational Enterprise Programme Working Paper No. 86 (in English).
- European works councils in multinational enterprises: Background, working and experience*. Multinational Enterprise Programme Working Paper No. 83 (in English).
- Firms of the future: Economic efficiency and social performance*. Série bibliographique No. 19 (trilingual).
- Flexibilización en el margen: La reforma del contrato de trabajo* (in Spanish) (Lima).
- Formación basada en competencia laboral* (in Spanish) (CINTERFOR/OIT).
- Formación y legislación del trabajo* (in Spanish) (CINTERFOR/OIT).
- Formación profesional en la negociación colectiva* (in Spanish) (CINTERFOR/OIT).
- Freedom of association: A user's guide* (in English; French and Spanish in preparation).
- Freedom of association: An annotated bibliography* (trilingual).
- ILO principles concerning the right to strike* (in English, French and Spanish).
- IMO/ILO guidelines for the development of tables of seafarers' shipboard working arrangements and formats of records of seafarers' hours of work or hours of rest* (in English). Co-published with the International Maritime Organization, London.
- The impact of multinational enterprises on employment, training and regional development in Namibia and Zimbabwe: A preliminary assessment*. Multinational Enterprise Programme Working Paper No. 84 (in English).
- Impacto laboral y social de empresas multinacionales y la inversión extranjera directa en Argentina en los años noventa*. Programa de Empresas Multinacionales: Documento de trabajo núm. 87 (in Spanish).
- Impacto social y laboral de las empresas multinacionales y de las inversiones extranjeras directas: el caso de Uruguay*. Programa de Empresas Multinacionales: Documento de trabajo núm. 88 (in Spanish).
- Impacto social y laboral de las empresas multinacionales (EMN) e inversiones extranjeras directas (IED) en Paraguay*. Programa de Empresas Multinacionales: Documento de trabajo núm. 89 (in Spanish).
- L'inspection du travail. Manuel d'éducation ouvrière*. 2nd (revised) edition (in French).
- Japanese multinationals in Australia: Employment policies and industrial relations, 1990-97*. Multinational Enterprise Programme Working Paper No. 85 (in English).
- Juventud, educación y empleo* (in Spanish) (CINTERFOR/OIT).
- KILM: Key Indicators of the Labour Market 1999* (in English; French and Spanish in preparation).
- Labour issues in the context of economic integration and free trade: A Caribbean perspective* (Port-of-Spain) (in English).
- Labour statistics based on administrative records: Guidelines on compilation and presentation* (in English) (Bangkok).
- Managing the cooperative difference* (in English).
- Managing vocational training systems: A handbook for senior administrators* (in English).

- Modelling in health care finance* (in English).
- Negotiating flexibility. The role of the social partners and the State* (in English; French and Spanish in preparation).
- Pensiones en América Latina: Dos décadas de reforma* (in Spanish) (Lima).
- People's security – Globalizing social progress* (in English).
- Por una segunda oportunidad: La formación para el trabajo de jóvenes vulnerables* (in Spanish) (CINTERFOR/OIT).
- Productividad y empleo en la apertura económica* (in Spanish) (Lima).
- Reestructuración, integración y mercado laboral: Crecimiento y calidad del empleo en economías abiertas* (in Spanish) (Santiago).
- The roles of evaluation for vocational education and training: Plain talk on the field of dreams* (in English). Co-publication with Kogan Page Ltd., United Kingdom.
- Répertoire des instruments internationaux de sécurité sociale*, 4th edition (in French).
- El saber obrero y la innovación en la empresa* (in Spanish) (CINTERFOR/OIT).
- La salud y la seguridad, en el trabajo: Colección de módulos* (in Spanish).
- Sexual harassment: Addressing sexual harassment in the workplace. A management information booklet. An ILO survey of company practice* (in English).
- Social dialogue and pension reform: United Kingdom, United States, Germany, Japan, Sweden, Italy, Spain* (in English and French).
- Social security for the excluded majority* (in English; French and Spanish in preparation).
- Violence at work* (in French).
- Violence at work*, 2nd edition (in English).
- Workers without frontiers* (in English). Co-publication with Lynne Rienner Publishers, United States.

Videos

18. The following videos have been issued in the languages indicated:

- The face of decent work* (VHS-PAL, VHS-SECAM, VHS-NTSC) (in English, French and Spanish).
- Her way to work: The road to quality jobs for women* (VHS-PAL, VHS-SECAM, VHS-NTSC) (in English, French and Spanish).

CD-ROMs

19. The following CD-ROM has been issued in the languages indicated:

- KILM: Key indicators of the labour market 1999* (with country profiles) (in English; French and Spanish in preparation).

Agreements with commercial and non-profit-making publishers and distributors

20. The following agreements have been signed since the 274th Session of the Governing Body:

Adjustment, employment and missing institutions in sub-Saharan Africa (original English edition, co-publication)	James Currey Publishers, United Kingdom
The roles of evaluation for vocational education and training: Plain talk on the field of dreams (original English edition, co-publication)	Kogan Page Ltd., United Kingdom
Vocational education and training reform: Matching markets and budgets (original English edition, co-publication)	The World Bank, United States
Workers without frontiers. The impact of globalization on international migration (original English edition, co-publication)	Lynne Rienner Publishers Inc., United States
Abertura e ajuste do mercado de trabalho no Brasil: Políticas para conciliar os desafios de emprego e competitividade (original Portuguese edition)	Editora 34, Brazil
Informalidad y exclusión social (original Spanish edition)	Fondo de Cultura Económica, Argentina
The animator in participatory rural development. Concept and practice (reprint)	Pathak Shamabesh, Bangladesh
The animator in participatory rural development. Some experiences from Sri Lanka (reprint)	"
La consultoría de empresas. Guía para la profesión. Tercera edición (revisada) (reprint)	Grupo Noriega Editores, Mexico
The contribution of collective bargaining to employment protection or creation and competitiveness: Case study overview and conclusions (reprint)	W.E. Upjohn Institute for Employment Research, United States
Domestic resource mobilization and enterprise development in sub-Saharan Africa (reprint)	Bureau for Policy and Programme Support, United States
Grass-roots self-reliance in Sri Lanka: Organizations of betel and coir yarn producers (reprint)	Pathak Shamabesh, Bangladesh
Inspección del trabajo. Manual de educación obrera (reprint)	Fundación del Servicio Exterior para la Paz y la Democracia, Costa Rica
Inspection of labour conditions on board ship: Guidelines for procedure (reprint)	US Coast Guard Reserve Training Center, United States

Management development: A guide for the profession (reprint)	Oxford and IBH Publishing Co. Pvt. Ltd., India
Las normas internacionales del trabajo. Manual de educación obrera. Cuarta edición (revisada) (reprint)	Alfaomega Grupo Editor, Mexico
People's self review. Three case studies from Hungary (reprint)	Pathak Shamabesh, Bangladesh
Prevención de accidentes a bordo de los buques en el mar y en los puertos. Repertorio de recomendaciones prácticas. Segunda edición (revisada) (reprint)	Alfaomega Grupo Editor, Mexico
Promoting people's participation and self-reliance. Proceedings of the Regional Workshop of Trainers in Participatory Rural Development, Tagaytay, Philippines (reprint)	Pathak Shamabesh, Bangladesh
La protección de la maternidad en el trabajo (reprint)	Alfaomega Grupo Editor, Mexico
Retrieval of roots for self-reliant development: Some experiences from Thailand (reprint)	Pathak Shamabesh, Bangladesh
Seguridad y salud en el trabajo forestal: Repertorio de recomendaciones prácticas de la OIT (reprint)	Alfaomega Grupo Editor, Mexico
El trabajo infantil. Lo intolerable en el punto de mira. Informe VI(1). Conferencia Internacional del Trabajo, 86a Reunión 1998 (reprint)	Alfaomega Grupo Editor
Tratamiento de cuestiones relacionadas con el alcohol y las drogas en el lugar de trabajo. Repertorio de recomendaciones prácticas de la OIT (reprint)	"
Buying basics. A step-by-step approach to starting and improving your business. South African edition (Afrikaans, English, North Sotho, South Sotho, Tswana, Xhosa, Zulu, reprints)	Services for Enterprise Improvement and Business Start-Ups Africa, South Africa
Costing basics. A step-by-step approach to starting and improving your business. South African edition (Afrikaans, English, North Sotho, South Sotho, Tswana, Xhosa, Zulu, reprints)	"

Marketing basics. A step-by-step approach to starting and improving your business. South African edition (Afrikaans, English, North Sotho, South Sotho, Tswana, Xhosa, Zulu, reprints)	Services for Enterprise Improvement and Business Start-Ups Africa, South Africa
Record keeping basics. A step-by-step approach to starting and improving your business. South African edition (Afrikaans, English, North Sotho, South Sotho, Tswana, Xhosa, Zulu, reprints)	"
Stock control basics. A step-by-step approach to starting and improving your business. South African edition (Afrikaans, English, North Sotho, South Sotho, Tswana, Xhosa, Zulu, reprints)	"
Higher productivity and a better place to work (action manual). Practical ideas for owners and managers of small and medium-sized industrial enterprises (adaptation)	Forest Research Institute of Malaysia, Malaysia
The importance of the hospitality and tourism sector for the promotion of decent employment (adaptation)	School of Service Industries, United Kingdom
Improve Your Business Basics. Practical management for small businesses. Kit (adaptation)	Rural Enterprise Unit, Eritrea
Safety, health and welfare on construction sites. A training manual (adaptation)	Global Group for Training and Development, Saudi Arabia
Assisting disabled persons in finding employment. A practical guide (Chinese edition)	Huaxia Publishing House, China
Business management. Handbook and Workbook (Arabic edition)	The Social Fund for Development, Egypt
Collective bargaining. A workers' education manual. Second (revised) edition (Macedonian and Serbian editions)	International Union of Food, Agricultural, Hotel, Restaurant, Catering, Tobacco and Allied Workers' Associations, Switzerland
Employment quotas, levies and national rehabilitation funds for persons with disabilities: Pointers for policy and practice (Spanish edition)	Fundación ONCE, Spain
Environmental business management. An introduction. Second (revised) edition (Thai edition)	National Research Council, Thailand

Ergonomic checkpoints. Practical and easy-to-implement solutions for improving safety, health and working conditions (Arabic edition)	Arab Institute of Occupational Health and Safety, Syrian Arab Republic
Ergonomic checkpoints. Practical and easy-to-implement solutions for improving safety, health and working conditions (Vietnamese edition)	National Institute of Occupational and Environmental Health, Viet Nam
How to select and use consultants. A client's guide (Korean edition)	Guru Consulting Press, Republic of Korea
ILO Declaration on Fundamental Principles and Rights at Work and its Follow-up, adopted by the International Labour Conference at its 86th Session, Geneva, 18 June 1998 (Romanian edition)	National Trade Union Bloc, Romania
Improving working conditions and productivity in the garment industry. An action manual(Arabic edition)	Syrian-European Business Centre, Syrian Arab Republic
Labour statistics based on administrative records: Guidelines on compilation and presentation (Russian edition)	Research Institute of Statistics, Ukraine
Management consulting. A guide to the profession. Third (revised) edition (Mongolian edition)	Ministry of Finance, Mongolia
Managing vocational training systems. A handbook for senior administrators (Russian edition)	Institute of Vocational Education of Russia, Russian Federation
Modular programme for supervisory development (Chinese edition)	SHANG PIIN Management Consultants Co., Taiwan (China)
Negotiating flexibility. The role of the social partners and the State (Korean edition)	Korea International Labour Foundation, Republic of Korea
Poverty and famines: An essay on entitlement and deprivation (Chinese edition)	The Commercial Press, China
Poverty and famines: An essay on entitlement and deprivation (Japanese edition)	Iwanami Shoten, Publishers, Japan
Poverty and famines: An essay on entitlement and deprivation (Portuguese edition)	Terramar, Portugal
Poverty and famines: An essay on entitlement and deprivation (Spanish edition)	Ediciones Istmo S.A., Spain

Prevention of major industrial accidents. An ILO code of practice (Thai edition)	National Institute for the Improvement of Working Conditions, Thailand
Pricing and bidding. Handbook and Workbook (Arabic edition)	The Social Fund for Development, Egypt
Recording and notification of occupational accidents and diseases. An ILO code of practice (Korean edition)	Korea Industrial Safety Corporation, Republic of Korea
Les relations de travail en milieu protégé (Spanish edition)	Fundación ONCE, Spain
Safety and health in forestry work. An ILO code of practice. Second edition (Chinese edition)	State Forestry Administration, China
Safety and health in forestry work. An ILO code of practice. Second edition (Romanian edition)	Romanian Federation of Forest and Furniture Workers, Romania
Safety and health in forestry work. An ILO code of practice. Second edition (Portuguese edition)	FUNDACENTRO, Brazil
The sex sector: The economic and social bases of prostitution in South-East Asia (Japanese edition)	Japan Institute of Labour, Japan
Site management. Handbook and Workbook (Arabic edition)	The Social Fund for Development, Egypt
Statistics for emerging labour markets in transition economies: A technical guide on sources, methods, classifications and policies (Russian edition)	Research Institute of Statistics, Ukraine
Technological change and labour relations (Korean edition)	Korea International Labour Foundation, Republic of Korea
Theory of communication. An instructional aid for workers' educators and trade unionists (Greek edition)	Ypsilon – Scientific Society for Development, Greece
Unions in a changing world. Problems and prospects in selected industrialized countries (Japanese edition)	Institute of Labour Education & Culture, Japan
Women workers' rights: Modular training package (Tamil edition)	Madurai Productivity Council, India
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H. Pérez Montas & Associates, Dominican Republic

Central Pension Security Institute, Finland

Social Insurance Institution, Finland

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Geneva, 8 March 2000.