

HOW TO USE NORMLEX – THE ILO DATABASE ON INTERNATIONAL LABOUR STANDARDS

A STEP BY STEP GUIDE

NORMLEX is a new ILO information system which brings together information on International Labour Standards (ILS) such as ratification information, reporting requirements, comments of the ILO's supervisory bodies, etc. as well as national labour and social security laws.

As such it is very useful also for **employers' organizations (EOs)** to get information on:

- The ratification status of ILO Conventions
- The reporting calendar
- The report forms of each Convention (the forms are intended to guide governments on the information that they need to provide when reporting on the application of a convention in law and practice)
- The general survey questionnaire and calendar
- CFA cases (active and closed)
- Representations under article 24 of the ILO Constitution (active and closed)
- Complaints under article 26 of the ILO Constitution (active, closed and in a follow-up status)

This IOE document is intended to show, step by step, how EOs could benefit from this useful database.

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1. **NORMLEX** can be found in the ILO webpage dedicated to **Labour Standards**: <http://www.ilo.org/global/standards/lang--en/index.htm> See below in yellow:

The screenshot shows the ILO Labour Standards webpage. The header includes the ILO logo and the tagline "Promoting Jobs, Protecting People". The navigation menu includes "Home", "About the ILO", "Newsroom", "Meetings and events", "Publications", "Research", "Labour standards", "Statistics and databases", and "Contact Us". The main content area is titled "Labour standards" and includes a description of international labour standards. A sidebar on the left contains links to "Introduction to International Labour Standards", "Subjects covered by International Labour Standards", "Maritime Labour Convention, 2006", "Applying and promoting International Labour Standards", "Information resources and publications", and "International Labour Standards Policy". A "HELP DESK" section is also visible. The "Country Profiles" section is highlighted with a yellow circle and contains the "NORMLEX" link, described as a "New database on International Labour Standards and national legislation (including NATLEX)".

2. NORMLEX home contains general news and statistics on ratification of ILS.

Detailed information on ILS at national level, are to be found in “**country profiles**”, see in yellow below:

Français | Español |

 **International Labour Organization**
Promoting jobs, protecting people

About the ILO | Topics | Regions | **Meetings and events** | Programmes and projects | Publications | **Labour standards** | Statistics and databases

NORMLEX

 Information System on International Labour Standards

Instruments
Key documents
Ratification of ILO Conventions
Supervising the application of International Labour Standards
Regular reporting
Country profiles
Comparatives
Maritime Labour Convention (2006)

▶ **NATLEX**
National Legislation on Labour and Social Rights

▶ **LEGOSH**
Global database on occupational safety and health legislation

NORMLEX Home

NORMLEX is a new information system which brings together information on International Labour Standards (such as ratification information, reporting requirements etc.) as well as national labour and social security laws.

NORMLEX has been designed to provide comprehensive and user friendly information on these topics and includes the NATLEX database as well as the information from former APPLIS, ILOLEX and Libsynd databases. [more](#)

Total number of ratifications registered since 1919



Year	Number of Ratifications
2005	7350
2006	7500
2007	7550
2008	7600
2009	7650
2010	7700
2011	7750
2012	7800
2013	7850
2014	7900
2015	7950

As of Today

ILO member States: 186

ILO instruments adopted: 398

- ▶ Conventions: 189
- ▶ Protocols: 6
- ▶ Recommendations: 203

Latest Ratifications

July 2015

- ▶ Niger - C150 - Labour Administration Convention, 1978 (No. 15)

June 2015

- ▶ Belgium - C159 - Vocational Rehabilitation and Employment (D) Jun 2015

Fundamental and Governance Conventions

3. The list of ILO member countries will appear in alphabetical order:

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NORMLEX

Information System on International Labour Standards

NORMLEX Home > Country profiles

Country profile

Display the list by Alphabet Regions ILO field offices

Go to: [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [Y](#) [Z](#)

A

- [Afghanistan](#) - Member since 29.09.1934
- [Albania](#) - Member from 1920 to 1967 and since 22.05.1991
- [Algeria](#) - Member since 19.10.1962
- [Angola](#) - Member since 04.06.1976
- [Antigua and Barbuda](#) - Member since 16.02.1982
- [Argentina](#) - Member since 28.06.1919
- [Armenia](#) - Member since 26.11.1992
- [Australia](#) - Member since 28.06.1919
[Norfolk Island](#)
- [Austria](#) - Member from 1919 to 1938 and since 24.06.1947
- [Azerbaijan](#) - Member since 19.05.1992

B

- [Bahamas](#) - Member since 25.05.1976
- [Bahrain](#) - Member since 18.04.1977

Instruments

- Key documents
- Ratification of ILO Conventions
- Supervising the application of International Labour Standards
- Regular reporting
- Country profiles**
- Comparatives
- Maritime Labour Convention (2006)

▶ **NATLEX**
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▶ **LEGOSH**
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▶ **EPLex**
Employment protection legislation database

▶ **Compendium of court**

4. Within the country profile page (in this case Italy), the most relevant information for Employer Organizations relates to the “**country situation on reporting obligations**”, containing the schedule for governments to report on ratified conventions and the comments from the Experts for which a report is due.

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Information System on International Labour Standards

NORMLEX Home > Country profiles > Italy

Italy

ILO Member: **1945** - ILO Region: **Europe** - Correspondence language for the ILO: **English, French**

National labour law

- ▶ National legislation
- ▶ Legal research links

Ratifications

Latest ratifications

- ▶ **MLC** - Maritime Labour Convention, 2006 (MLC, 2006) - 19 Nov 2013
- ▶ **C189** - Domestic Workers Convention, 2011 (No. 189) - 22 Jan 2013
- ▶ **C167** - Safety and Health in Construction Convention, 1988 (No. 167) - 12 Feb 2003

▶ List all ratifications

Country situation on reporting obligations

Regular reporting (Art. 22/35)

- ▶ Reporting schedule on ratified Conventions over 5 years and reply to CEACR comments
- ▶ Pending Comments for which a report is due

Comments adopted by the CEACR

- ▶ Latest comments

General survey reporting (Art. 19)

- ▶ General Survey on Migrant workers

Submissions

- ▶ Sessions submitted
31-56, 58-72, 74-92, 94-96, 99-101
- ▶ Sessions not submitted
103 - See list

▶ **NATLEX**
National Legislation on Labour and Social Rights

▶ **LEGOSH**
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▶ **EPLex**
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▶ **Compendium of court decisions**

5. Let's take the example of Italy.

The reporting obligation for Italy in 2015 (**by 1 September 2015**) are set in the table below:

Requested reports and replies to CEACR comments: Italy

2015

Convention	Ratification	Type of Report	Pending Comments for which a report is due	Status of report	Report form
C002	1923	Regular		Requested	(pdf, 206kb)
C013	1952	Regular	Direct Request 2010	Requested	(pdf, 39kb)
C029	1934	Regular	Direct Request 2013	Requested	(pdf, 89kb)
C105	1968	Regular	Direct Request 2012	Requested	(pdf, 35kb)
C115	1971	Regular	Direct Request 2011	Requested	(pdf, 407kb)
C119	1971	Regular	Direct Request 2011	Requested	(pdf, 605kb)
C120	1971	Regular		Requested	(pdf, 921kb)
C122	1971	Requested by the ILC (Requested by ILC)	Observation 2014	Requested	(pdf, 502kb)
C127	1971	Regular	Observation 2010	Requested	(pdf, 52kb)
C136	1981	Regular		Requested	(pdf, 58kb)

The table contains all the elements that Employer Organizations need to know to be able to send comments to the Experts prior to the 1 September 2015 deadline. Those comments will be taken into account by the Experts prior to the elaboration of their 2016 report.

The table includes:

- the text of Conventions on which a report is requested,
- the ratification year,
- the type of report requested by the Experts or by the ILC (it could be a report requested under the regular cycle (REGULAR) or a report requested out of the normal cycle of reporting (OUT OF CYCLE)),
- the comments of the Experts' to which the EOs may send a reply,
- the status of the report (requested or received by the government)
- and the report form (the sort of questionnaire related to the content of each convention).

6. For instance, if the Italian Employer Organization wants to reply to the experts direct request on Convention No. 105, this is the text to be commented. However, the Employer Organization is also free to call the attention of the CEACR to any other provision of the Convention :

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NORMLEX Information System on International Labour Standards

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NORMLEX Home > Country profiles > Italy > Comments

Direct Request (CEACR) - adopted 2012, published 102nd ILC session (2013)
Abolition of Forced Labour Convention, 1957 (No. 105) - Italy (Ratification: 1968)

Display in: French - Spanish [View all](#) | [Printable version](#)

Article 1(c) of the Convention. Imposition of sentences of imprisonment involving the obligation to work as a means of labour discipline. For many years the Committee has been drawing the Government's attention to the incompatibility with the Convention of sections 1091(1) and 1094(1) of the Maritime Code, under the terms of which sentences of imprisonment may be imposed upon maritime and aeronautical transport staff in the event of desertion resulting in considerable difficulties in the navigation service, and in the event of insubordination in a technical service of a ship or an aircraft. Under the terms of section 23(1) of the Penal Code, sentences of imprisonment involve the obligation to work.

The Committee notes the Government's confirmation that amendments to the abovementioned sections are under way and that these will also be taken into account in the context of the procedure to ratify the Maritime Labour Convention, 2006 (MLC, 2006), which is expected to take place by the end of the year.

Noting this information, the Committee hopes that the amendments to the sections of the Maritime Code will be completed in the very near future in such a way that acts of desertion or insubordination which do not endanger the safety of the vessel or the life or health of persons cannot incur penalties of imprisonment involving the obligation to work. The Committee also requests the Government to supply information on any progress made in this regard.

Other comments on C105

Observation

- ▶ 1991

Direct Request

- ▶ 2012
- ▶ 2011
- ▶ 2009
- ▶ 2007
- ▶ 2004
- ▶ 2001
- ▶ 1999
- ▶ 1998
- ▶ 1997
- ▶ 1995
- ▶ 1993
- ▶ 1991

▶ NATLEX
National Legislation on

7. **Going back to point 4.** (“Country profiles”), the Italian Employer Organization might also want to reply to the comments that the Experts’ addressed to them in past years. They will find them in “**latest comments**”, see the yellow circle below:

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NORMLEX Home > Country profiles > Italy

Italy

ILO Member: 1945 - ILO Region: Europe - Correspondence language for the ILO: English, French

National labour law

- ▶ National legislation
- ▶ Legal research links

Ratifications

Latest ratifications

- ▶ MLC - Maritime Labour Convention, 2006 (MLC, 2006) - 19 Nov 2013
- ▶ C189 - Domestic Workers Convention, 2011 (No. 189) - 22 Jan 2013
- ▶ C167 - Safety and Health in Construction Convention, 1988 (No. 167) - 12 Feb 2003

▶ List all ratifications

Country situation on reporting obligations

Regular reporting (Art. 22/35)

- ▶ Reporting schedule on ratified Conventions over 5 years and reply to CEACR comments
- ▶ Pending Comments for which a report is due

Comments adopted by the CEACR

- ▶ **Latest comments**

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- ▶ General Survey on Migrant workers

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- ▶ Sessions submitted
31-56, 58-72, 74-92, 94-96, 99-101
- ▶ Sessions not submitted
103 - See list

Left sidebar:

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- ▶ **LEGOSH**
Global database on occupational safety and health legislation
- ▶ **EPLex**
Employment protection legislation database
- ▶ **Compendium of court decisions**

They are grouped per year:

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Information System on International Labour Standards

NORMLEX Home > Country profiles > Italy > Country comments

Comments adopted by the CEACR: Italy

Comments: Recent All

Display the list by: Year Instrument Comment type

Adopted by the CEACR in 2014

Convention	Comments
C106	Acknowledgement 2014 Pending Comment
C117	Direct Request 2014 Pending Comment
C122	Observation 2014 Pending Comment
C159	Observation 2014 Pending Comment
C160	Direct Request 2014 Pending Comment
C181	Observation 2014 Pending Comment
C183	Observation 2014 Pending Comment

Adopted by the CEACR in 2013

Convention	Comments
C014	Acknowledgement 2013 Pending Comment
C029	Direct Request 2013 Pending Comment
C097	Direct Request 2013 Pending Comment
C100	Direct Request 2013 Pending Comment

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Compendium of court

The Employer Organization might also want to send Comments to the experts on the application of any other convention their government has ratified.

8. NORMLEX has also a dedicated page to the Employers' and Workers' Organizations involved in the Supervisory Process. **Going back again to point 4. ("country profiles")** the **"observations made by employers and workers"** are to be found as follows:

Country situation on reporting obligations

Regular reporting (Art. 22/35)

- ▶ [Reporting schedule on ratified Conventions over 5 years and reply to CEACR comments](#)
- ▶ [Pending Comments for which a report is due](#)

Comments adopted by the CEACR

- ▶ [Latest comments](#)

General survey reporting (Art. 19)

- ▶ [General Survey on Migrant workers](#)

Submissions

- ▶ [Sessions submitted](#)
31-56, 58-72, 74-92, 94-96, 99-101
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Examination by the supervisory bodies

Comments of the Committee of Experts (CEACR) Year:

- ▶ [Observation on the application of a Convention: C122, C159, C181, C183](#)
- ▶ [Direct request on the application of a Convention: C117, C160](#)

Discussion at the Conference Committee on the Application of Standards (CAS)

Observations made by employers' and workers' organizations (Art. 23)

- ▶ [On ratified conventions](#)
- ▶ [On unratified conventions and recommendations \(General Surveys\)](#)

Complaints procedures

Freedom of Association cases

- ▶ [Follow-up: 1](#)
- ▶ [Closed: 9](#)

Representations (Art. 24)

- ▶ [Closed: 1](#)

9. Employer Organizations can also use NORMLEX to find out the **Committee of Freedom of Association cases** that are active in their country; see below in yellow:

Country situation on reporting obligations

Regular reporting (Art. 22/35)

- ▶ [Reporting schedule on ratified Conventions over 5 years and reply to CEACR comments](#)
- ▶ [Pending Comments for which a report is due](#)

Comments adopted by the CEACR

- ▶ [Latest comments](#)

General survey reporting (Art. 19)

- ▶ [General Survey on Migrant workers](#)

Submissions

- ▶ [Sessions submitted](#)
31-56, 58-72, 74-92, 94-96, 99-101
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103 - [See list](#)

Examination by the supervisory bodies

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Complaints procedures

Freedom of Association cases

- ▶ [Follow-up: 1](#)
- ▶ [Closed: 9](#)

Representations (Art. 24)

- ▶ [Closed: 1](#)

10. Employer organizations can also use NORMLEX to find out the **article 24 complaints** that are active or have been already closed in their country; see below in yellow:

Country situation on reporting obligations	
Regular reporting (Art. 22/35)	
<ul style="list-style-type: none">▶ Reporting schedule on ratified Conventions over 5 years and reply to CEACR comments▶ Pending Comments for which a report is due	
Comments adopted by the CEACR	
<ul style="list-style-type: none">▶ Latest comments	
General survey reporting (Art. 19)	
<ul style="list-style-type: none">▶ General Survey on Migrant workers	
Submissions	
<ul style="list-style-type: none">▶ Sessions submitted 31-56, 58-72, 74-92, 94-96, 99-101▶ Sessions not submitted 103 - See list	
Examination by the supervisory bodies	
Comments of the Committee of Experts (CEACR)	
<ul style="list-style-type: none">▶ Observation on the application of a Convention: C122, C159, C181, C183▶ Direct request on the application of a Convention: C117, C160	
Discussion at the Conference Committee on the Application of Standards (CAS)	
Observations made by employers' and workers' organizations (Art. 23)	
<ul style="list-style-type: none">▶ On ratified conventions▶ On unratified conventions and recommendations (General Surveys)	
Complaints procedures	
Freedom of Association cases	
<ul style="list-style-type: none">▶ Follow-up: 1▶ Closed: 9	
Representations (Art. 24)	
<ul style="list-style-type: none">▶ Closed: 1	