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International Labour Organization

## **Employment and Social Affairs Platform**

### **Sub-Regional Technical Meeting of Economic and Social Councils**

#### **Part 1: Peer learning on challenges and solutions in adoption of laws of Economic and Social Councils in the Western Balkans**

#### **Part 2: Learning forum for Secretaries of Economic and Social Councils**

14 – 16 November 2017, Sarajevo, Bosnia and Herzegovina

Hotel Holiday

**Monday, 13 November 2017**

*Arrival of participants to Sarajevo*

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**Tuesday, 14 November 2017**

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#### **Part 1. Peer learning on challenges and solutions in adoption of laws of Economic and Social Councils in the Western Balkans**

**9:00 – 9:30 Registration of participants**

**9:30 – 10:00 Welcome opening**

*President of ESC of Federation BiH, Mr Edhem Biber*

*Cristina Mihes, Senior Specialist in Social Dialogue and Labour Law, ILO*

**Introduction of the objective and programme of the meeting**

*Ms. Susanne M. Nielsen, Chief Technical Advisor, ILO*

**10:00 – 11:00 Legal and institutional frameworks for tripartite social dialogue  
Experience sharing on ESC law making process**

*Presentations provided by ESCs*

**11:00 – 11:30 Coffee break**

**11:30 – 12:00 Panel discussion**

Panel discussion on challenges and solutions in the law making process

*Facilitated by Cristina Mihes*

**12:00 – 13:15 Peer learning session on selected areas for the coverage of the law**

Proposed areas to be covered in peer learning groups:

1. Operational processes and administrative procedures.
2. The design and operation of tracking systems.

**13:30 – 14:30 Lunch**

**14:30 – 15:30 Report from peer learning groups**

Presentation of conclusions and useful recommendations from the group discussions

*Presented by Group rapporteurs*

**15:30 – 16:00 Coffee break**

**16:00 – 17:00 Internal structures for technical support of ESCs  
The role of the Secretariats of the Economic and Social Councils**

Presentation of the Portuguese model and experience (20 minutes)  
*Ana Pedroso, Secretary General, ESC of Portugal*

Panel discussion on the role and models for ESC Secretariats – as preparation for the training of secretaries of the ESCs (Part 2 of the meeting)

*Facilitated by Cristina Mihes*

**17:00 – 17:15 End of Day 1**

*Cristina Mihes and Susanne M. Nielsen*

**Wednesday, 15 November 2017**

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**9:00 – 9:15 Welcome to Day Two**

*Susanne M. Nielsen*

**9:15 – 11:00 Closing the gap between the ESCs and the parliaments**

Experience sharing on ESCs' awareness raising activities - Plenum discussion

*Facilitated Cristina Mihes and Susanne M. Nielsen*

**11:00 – 11:15 Coffee break (served in the conference room)**

**11:15 – 12:15 Plenum discussion with ESCs on the organization of parliamentary awareness raising days in 2018**

*Facilitated by Cristina Mihes and Susanne M. Nielsen*

**12:15 – 12:45 End of Part 1 of the meeting and looking forward**

*Susanne M. Nielsen,  
Cristina Mihes.*

**13:00 – 14:30 Lunch**

**Departure of delegations. Only the ESC secretaries will stay for Part 2 of the meeting.**

Wednesday, 15 November 2017 – afternoon

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## Part 2. Learning forum for Secretaries of Economic and Social Councils

### 14:30 – 15:15 The role and functioning of ESC Secretariats

The Portuguese model and experience

*Ana Pedrosa, Secretary General, ESC of Portugal (20 minutes)*

Discussion

*Facilitated by Cristina Mihes*

### 15:15 – 15:45 Coffee break

### 15:45 – 17:30 “Tool kit” for secretaries – soft skills

**Soft skills training through practical cases**

*Marta Makhoul, Trainer and Facilitator, ILO Brussels*

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Thursday, 16 November 2017

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### 9:00 – 9:15 Welcome to Day Three

*Susanne M. Nielsen*

### 9:15 – 11:00 “Tool kit” for secretaries – soft skills – continued

**Soft skills training**

*Marta Makhoul*

### 11:00 – 11:15 Coffee break (served in the conference room)

### 11:15 – 12:30 Preparatory work on design for the implementation of the ESCs’ awareness raising days in 2018

Plenum discussion

*Facilitated by Cristina Mihes and Susanne M. Nielsen*

### 12:30 Lunch and departure of participating ESC secretaries