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**DIRECTORATE FOR EMPLOYMENT, LABOUR AND SOCIAL AFFAIRS
EMPLOYMENT, LABOUR AND SOCIAL AFFAIRS COMMITTEE**

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**PREPARATIONS AND ORGANISATIONAL ASPECTS FOR THE EMPLOYMENT MINISTERIAL
MEETING AND POLICY FORUM**

ELSA Committee

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English, French

NOTE BY THE SECRETARIAT

1. This document provides an update of the preparations for the meeting of Employment and Labour Ministers, henceforth referred to as “the Ministerial meeting”, at the OECD headquarters in Paris on 15 January 2016, preceded by a Policy Forum on the Future of Work on 14 January. The document includes: an update on participation; a draft agenda for the Ministerial meeting and the preceding Policy Forum. Additional information on organisational aspects of the Ministerial meeting and Policy Forum will be made available in a separate document [[DELSA/ELSA/MIN\(2016\)1](#)].

2. Delegates are asked to:

- **CONFIRM** their Minister’s attendance at the Ministerial meeting, the Future of Work Policy Forum and the informal dinner in the evening before the Ministerial meeting.
- **INDICATE** their Minister’s intention to intervene in the morning plenary session and the topic(s) to be covered.
- **INDICATE** their Minister’s preference for the break-out sessions.
- **AGREE** to the proposed timetable for finalising preparations for the Ministerial meeting.

PREPARATIONS AND ORGANISATIONAL ASPECTS FOR THE EMPLOYMENT MINISTERIAL MEETING AND POLICY FORUM

1. Participation in the Ministerial meeting

3. A large number of countries have already confirmed their Minister's participation in the Ministerial meeting and Policy Forum. All Delegations who have not yet responded to the invitation are asked to inform the ELSAC Secretariat (by email to ELS.Ministerial2016@oecd.org) about their Minister's participation at the Ministerial meeting and Policy Forum at the latest by **30 November 2015**.

4. The ELSAC Secretariat will support Ministers who wish to hold bi-lateral meetings during the two days involving the Policy Forum on the Future of Work or during the Ministerial meeting. Each country may register five participants for the Ministerial meeting (1 at the main table, 2 behind and 2 in the listening room). Each country can also register five participants for the Policy Forum.

5. In terms of non-Member participation, on 8 July 2015, the Council agreed to invite the Ministers of Employment from Brazil, the People's Republic of China, Colombia, Costa Rica, India, Indonesia, Latvia, Lithuania and South Africa to participate in the Ministerial meeting [[C\(2015\)88](#)]. ELSAC has subsequently agreed through a written procedure also to invite Ministers from the two G20 countries that are not Partners in the Committee: Argentina and Saudi Arabia. In addition, the Committee agreed to invite Ministers from three non-Members with which the OECD is co-operating closely in the framework of the country programmes: Kazakhstan, Morocco and Peru. Drawing on the decision by the Committee, at its meeting on 17 September 2015, the OECD Council agreed to also invite Argentina, Kazakhstan, Morocco, Peru and Saudi Arabia, to participate in the Ministerial meeting [[C\(2015\)122](#)].

2. Draft agenda of the policy forum and Ministerial meeting

6. On Thursday 14 January 2016, the OECD will host the High Level Policy Forum on the Future of Work, involving Ministers, social partners and selected experts. The official Ministerial meeting will then start on the morning of Friday 15 January 2016. The draft agenda proposed by the Bureau of the Ministerial meeting for the Policy Forum and Ministerial meeting is set out in Box 1. The agenda for the Forum in particular is still subject to change depending on the confirmation of speakers.

Policy Forum on the Future of Work

7. The High Level Policy Forum on the Future of Work will bring Ministers, academics, experts and representatives from business and trade unions to discuss the possible scenarios of the future of work and the opportunities and challenges for public policy. Each session will be organised to promote a lively and free-flowing debate. Four panellists will lead off each session with initial short interventions, together with an experienced moderator. A central feature of all sessions will be to allow time for the audience to engage and discuss with the speakers. After Session 1, participants will be asked to vote on the implications for institutions and policies of the scenarios that the experts in Session 1 will have presented. The voting exercise will feed into the discussions of Sessions 2 and 3.

8. Over 300 participants are expected to attend the event. Each country will be able to register up to **five** participants. BIAC and TUAC representatives as well as some key experts and other stakeholders will also participate. Each Minister attending the Ministerial meeting the following day is invited and encouraged to attend and, by prior arrangement, will be given the possibility to participate actively in the forum. All Delegations are asked to indicate to the ELSAC Secretariat (by email to ELS.Ministerial2016@oecd.org) by **30 November 2015** whether their Minister wants to intervene in one or more sessions of the forum.

Box 1. Draft annotated agenda for the Policy Forum and Ministerial meeting		
Time	Event	Venue
	Policy Forum on the Future of Work Thursday, 14 January 2016	
9:30-10:30	Registration and collection of badges	
10:30-11:00	Welcome address OECD Secretary-General, Mr. Angel Gurría	Room CC4
11:00-12:30	Setting the scene: Digitisation and the future of work <i>This session will set the scene by presenting contrasting scenarios on how digitisation is re-shaping work.</i> <i>Panellists: Mr. Philippe Aghion</i> (Harvard University), Prof. Eli Noam (Columbia University), Mr. Giuseppe Recchi (Chairman, Telecom Italia), Mr. Guy Ryder (Director General, ILO) and a TUAC representative (<i>tbc</i>).	Room CC4
12:30-14:30	Buffet Lunch	"Red Chairs" Café
13:40-14:30	Parallel lunch session <i>Entrepreneurs will describe how digital innovation has created opportunities and opened new markets.</i> <i>Panellists: Ms. Nanxi Liu</i> (EnPlug), Mr. Marco de Rossi (OilProject) and Mr. Augustin Verlinde (FRIZBIZ).	Auditorium
14:30-16:00	Policy implications: Skills in the future of work <i>Special attention will be given to the nature of skills required and the role of employers, training institutions and workers in offering and seeking training; the organisation of lifelong learning; etc.</i> <i>Panellists: Prof. Lisa Lynch</i> (Interim President, Brandeis University), Mr. Michael Nelson (Public Policy, Cloudflare) Ms. Janina Kugel (Head of Human Resources, People and Leadership, Siemens) and a TUAC representative (<i>tbc</i>).	Room CC4
16:00-16:20	Coffee break	
16:20-17:50	Policy implications: Labour market institutions in the future of work <i>Special attention will be given to social security systems, employment protection, job quality and job mobility in the context of changing work arrangements (e.g. increased free-lancing, greater opportunities for off-shoring).</i> Conversation between Ms. Andrea Nahles (Minister of Labour and Social Affairs, Germany, <i>tbc</i>) and Mr. Thomas Perez (Secretary of Labour, United States, <i>tbc</i>) followed by an open discussion. Remarks by Mr. Stefano Scarpetta (Director for Employment, Labour and Social Affairs, OECD), Mr. Brent Wilton (Global Director, Workplace Rights and Human Rights, Coca-Cola) and a representative from the trade unions.	Room CC4
17:50-18:00	Closure of event	
18:00-19:30	Cocktail Hosted by Ms. Andrea Nahles , Minister of Labour and Social Affairs, Germany	Château
20:00-23:00	Informal Dinner for Ministers (closed event) Hosted by Ms. Myriam El Khomri , Minister of Labour, Employment, Vocational Training and Social Dialogue of France	Hôtel du Châtelet, 127, rue de Grenelle, 75007 Paris

Meeting of Employment and Labour Ministers Friday, 15 January 2016		
9:30-10:00	Welcome address OECD Secretary-General, Mr. Angel Gurría Chair of the Ministerial meeting, Ms. Joan Burton , Tanaiste (Deputy Prime Minister) and Minister for Social Protection of Ireland	Room CC1
10:00-11:10	Session 1: Promoting greater labour market resilience and inclusiveness Session Chair: Ms. Joan Burton , Tanaiste (Deputy Prime Minister) and Minister for Social Protection of Ireland	
11:10-11:30	<i>Coffee break</i>	
11:30-12:30	Session 1 (continued): Promoting greater labour market resilience and inclusiveness <i>In the last part of this session, the Chair will invite Ministers to approve the Ministerial statement.</i>	Room CC1
12:30-12:45	<i>Group photograph</i>	
12:45-14:15	Working lunch: Discussion of the key issues for a review of the OECD Jobs Strategy Hosted by Ms. Joan Burton , Tanaiste (Deputy Prime Minister) and Minister for Social Protection of Ireland	Château Salle Roger Ockrent
14:20-14:50	Press conference OECD Secretary-General, Mr. Angel Gurría Chair of the Ministerial meeting, Ms. Joan Burton , Tanaiste (Deputy Prime Minister) and Minister for Social Protection of Ireland	Auditorium
14:50-16:30	Session 2: Ministerial break-out session Theme 1: Enhancing the quality of working lives and work-related well-being Session Chair: Ms. Andrea Nahles , Minister of Labour and Social Affairs of Germany Theme 2: Skills for resilient and inclusive labour markets Session Chair: Ms. Myriam El Khomri , Minister of Labour, Employment, Vocational Training and Social Dialogue of France Theme 3: Addressing inequalities in the labour market Session Chair: Ms. Ximena Rincón , Minister of Labour and Social Security of Chile	Room tbc Room tbc Room tbc
16:30-16:50	<i>Coffee break</i>	
16:50-17:20	Report from the parallel sessions by the session chairs	CC1
17:20-17:40	Closure of meeting Final Remarks OECD Secretary-General, Mr. Angel Gurría Chair of the Ministerial meeting, Ms. Joan Burton , Tanaiste (Deputy Prime Minister) and Minister for Social Protection of Ireland	

Informal dinner for Ministers

9. In the evening of 14 January 2016, the French Vice-Chair of the Ministerial meeting, Ms. Myriam El Khomri, Minister of Labour, Employment, Vocational Training and Social Dialogue of France, invites Ministers to an informal dinner at the French Ministry.

Morning session of the Ministerial meeting

10. In the morning of 15 January 2016, the Ministerial meeting will be opened by the Secretary-General of the OECD, Angel Gurría, followed by the Chair of the Ministerial meeting, Ms. Joan Burton, Tanaiste (Deputy Prime Minister) and Minister for Social Protection of Ireland.

11. Ms. Joan Burton will chair the morning plenary session on **Promoting greater labour market resilience and inclusiveness**, a session to which BIAC and TUAC are invited to participate. The Bureau of the Ministerial proposes to structure the discussion in the morning session around the four questions for discussion included in the Issues Paper for this session [see [DELSA/ELSA\(2015\)3/REV1](#)]. Given the available space in the conference room, each delegation will be composed of the Minister or Head of Delegation and two other members. Other members of the delegation are invited to follow the plenary discussion in a listening room. Ministers are invited to focus their intervention to one of the four main questions for discussion. Initial interventions should be short (**three** minutes) in order to give all Ministers the opportunity to speak in this session. All Delegations are asked to inform the ELSAC Secretariat (by email to ELS.Ministerial2016@oecd.org) by **30 November 2015** whether their Minister wants to speak in the plenary session and which main topic they will cover in their intervention. The order of interventions will then be grouped around common issues for discussion.

12. At the end of the morning session the Chair will invite Ministers to approve the Ministerial Statement [see [DELSA/ELSA\(2015\)3/REV1](#)], including the Annex with the mandate for future OECD work on employment, which can then be publicly released in a press conference after lunch. Ministers will convene for a group photograph on the stairs of the Conference Centre just after the morning session.

Working lunch

13. Ms. Joan Burton, Tanaiste (Deputy Prime Minister) and Minister for Social Protection of Ireland invites Ministers to the working lunch. The lunch will provide Ministers with an opportunity to discuss the scope and content of a review of the OECD Jobs Strategy. An issues paper on the **Review of the OECD Jobs Strategy** is provided in [DELSA/ELSA\(2015\)3/REV1](#). The outcome of the lunch would be for Ministers to call on the OECD to review and update the OECD Jobs Strategy.

Afternoon sessions

14. The afternoon of the Ministerial meeting will focus on specific policies that are needed to make labour markets more resilient and inclusive. The discussions in the afternoon will be organised in three parallel break-out sessions, which will be chaired by the Vice-Chairs of the Ministerial. Following discussions in the previous meeting of ELSAC, and in consultation with the Bureau of the Ministerial meeting, three themes are proposed: i) **Enhancing the quality of working lives and work-related well-being**; ii) **Skills for resilient and inclusive labour markets**; and iii) **Addressing inequalities in the labour market**.

15. Delegations are asked to inform the Secretariat (by email to ELS.Ministerial2016@oecd.org) about their Minister's first and second choice for the break-out sessions before **30 November 2015**. The Secretariat will seek to accommodate preferences while aiming for a balanced mix of participants in each of the sessions. Each session will be opened with introductory remarks by the session Chairs. The floor is then opened to all participating Ministers to allow for a free-flowing debate. Following the break-out sessions, Ministers will return for a final plenary session, where session Chairs will report back from the break-out sessions.

3. Timetable and next steps for the Ministerial meeting

16. The following timetable is proposed:

- **5-6 November 2015:** ELSAC meeting
 - Final discussion of Issues Papers and Agenda of the Ministerial meeting.
 - Final discussion of the draft Ministerial Statement, including the Annex with the Ministers' mandate for future OECD work on employment and labour (including a review of the OECD Jobs Strategy).
 - Final discussion of the recommendations of the Council on i) Integrated mental health, skills and work policies and ii) Ageing and employment policies. This session will also allow the Committee to discuss the appropriate monitoring process.
 - Presentation of the organisational aspects of the Ministerial meeting.
 - Resolution of any outstanding matters relating to the Ministerial meeting.
- **13 November 2015:** ELSAC Delegates are asked to send their final comments to the ELSAC Secretariat on the Ministerial Statement, the Issues papers and the recommendations of the Council on i) Integrated mental health, skills and work policies and ii) Ageing and employment policies.
- **25 November 2015:** Revised versions of the recommendations of the Council on i) Integrated mental health, skills and work policies (4th revision) and ii) Ageing and employment policies (3rd revision) put on OLIS for ELSAC (and also the Education Policy Committee and the Health Committee).
- **27 November 2015:** Finalisation of Ministerial Statement; ELSAC Secretariat to share the Ministerial Statement with Non-Member countries.
- **30 November 2015:** Delegations are asked to inform the ELSAC Secretariat about their Minister's participation in the Policy Forum and Ministerial meeting, topics covered in the morning plenary session of the Ministerial and preferences for the Ministerial afternoon break-out sessions (by email to ELS.Ministerial2016@oecd.org).
- **2 December 2015:** Meeting of the Bureau of the Ministerial on a working level.
- **2 December 2015:** Information meeting for Delegations; 16:30-18:00, OECD Conference Centre Room CC5.
- **3 December 2015:** Deadline for approval by ELSAC of the recommendations of the Council on i) Integrated mental health, skills and work policies and ii) Ageing and employment policies.
- **15 December 2015:** Scheduled adoption of the recommendations on i) Integrated mental health, skills and work policies and ii) Ageing and employment policies by the OECD Council.