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UNITED NATIONS

ECONOMIC COMMISSION  
FOR EUROPE

Télégrammes : UNATIONS, GENÈVE  
Télex : 41 29 62  
Téléphone : 41 22 917 4144  
Téléfax : 41 22 917 0040 / 41 22 917 0546

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20 March 2002

**Preparatory work for the Joint UNECE-Eurostat-ILO  
Seminar on Measurement of the Quality of Employment  
27-29 May 2002, Palais des Nations, Geneva**

Dear

I am writing to inform you that a Joint UNECE-Eurostat-ILO Seminar on Measurement of the Quality of Employment will be held in Geneva from 27-29 May 2002.

The meeting is being organised jointly with ILO and Eurostat following the recommendations of the last ECE-Eurostat-ILO Seminar on Measurement of the Quality of Employment (May 2000, Geneva) and the provisions made in the programme of work as adopted by the Conference of European Statisticians at its 49<sup>th</sup> plenary session (respective documents CES/SEM.41/2 and CES/2001/34/Add.4).

The following substantive topics will be discussed:

1. Forms of employment:
  - a) measurement framework
  - b) data evaluation
2. Indicators of employment quality
3. Continuous training
4. Occupational health and safety
5. Social dialogue

**Organisation of the Meeting's sessions**

Similarly to the previous seminar, for each of the above topics a few invited papers will be presented by their authors. These invited papers will provide the main basis for discussion.

A designated organiser for each session will introduce the topic, comment on the invited papers and will briefly introduce any other *supporting papers* submitted by countries and organisations. A general discussion will follow. This format will allow more time for discussion and exchange of views and ensure the most efficient use of allotted time. If your country intends to submit a *supporting paper* to the meeting on any of the agenda items listed above, I should be grateful if you would inform us about it by 8 April 2002.

All papers (invited and supporting) should reach the UNECE secretariat in electronic form, preferably in Word format, by 29 April 2002 in order to be formatted, reproduced and posted on the web page of the meeting. Papers should be between 6 and 8 pages in length (including tables, references, etc.). They can be submitted in English, French or Russian, but they will be distributed in their original language only (they will not be translated). Authors of all papers are requested to provide - together with the paper - an abstract in English of approximately half a page. Papers should be sent to Mr. Paolo Valente at the following e-mail address: [paolo.valente@unece.org](mailto:paolo.valente@unece.org)

The UNECE secretariat will make sure that all invited and supporting papers will be made available on the UNECE web site at the following address: <http://www.unece.org/stats/documents/2002.05.labour.htm>

### **Participation, registration and languages**

In accordance with standard UNECE practice, national statistical offices in the UNECE region are invited to send their experts. Furthermore, ILO member states and other United Nations member states are also invited to participate. Interested international organisations are also welcome to participate in the meeting. In accordance with standard practice, participants are expected to pay for their own travel and per diem and make their own reservations for accommodation.

Participants should register in advance by completing and sending to the UNECE secretariat the registration form, which is annexed to this letter and is available at the UNECE site: <http://www.unece.org/stats/geneva.e.htm> Registration forms should be sent by fax to the UNECE secretariat (+41-22-9170040) as soon as possible and not later than 26 April 2002. The UNECE site also contains a list of hotels in Geneva and information for visitors to the Palais des Nations including a situation plan of the UN premises.

On the first day of the meeting, participants are requested to arrive early enough to obtain their ID badges from the Security Identification Office (Villa les Feuillantines, 12, Avenue de la Paix) prior to the commencement of the meeting. The Security Identification Office is open during workdays from 8 a.m. to 5 p.m. The working languages of the meeting will be English, French and Russian. Simultaneous interpretation will be provided.

### **For more information**

Contact person: Mr. Paolo Valente, Statistical Division, UNECE, Geneva.

**Tel: (+41-22) 9173306; Fax: (+41-22)9170040; E-mail: [paolo.valente@unece.org](mailto:paolo.valente@unece.org)**

I should appreciate it if you would let us know at your earliest convenience, the name(s) of those persons in your organisation who will attend the meeting.

Yours sincerely,

John Kelly  
Officer-in-Charge  
Statistical Division  
Economic Commission for Europe