



Ref ► ESC 19-2017 KFP/CT

Strasbourg, 14 February 2017

**CONVOCATION OF THE GOVERNMENTAL COMMITTEE
OF THE EUROPEAN SOCIAL CHARTER
AND THE EUROPEAN CODE OF SOCIAL SECURITY (GC)**

The Secretariat of the Council of Europe has the honour of convening the meeting of the above Committee, as follows:

135th meeting :

Date and time of opening of the meeting: **Monday 15 May 2017 at 9.30 am**

Date and time the meeting will finish: **Friday 19 May 2017 at 5 pm**

Subjects to be covered : **see enclosed draft agenda**

Place for the meeting: **Strasbourg, Council of Europe, Agora, G01**

Participants:

- I. The following States are entitled to appoint a representative with reimbursement of travel and subsistence expenses by the Council of Europe: Albania, Andorra, Armenia, Austria, Azerbaijan, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Republic of Moldova, Montenegro, Netherlands, Norway, Poland, Portugal, Romania, Russian Federation, Serbia, Slovak Republic, Slovenia, Spain, Sweden, "the former Yugoslav Republic of Macedonia", Turkey, Ukraine and United Kingdom.
- II. The following are entitled to appoint a representative for the entire meeting but with reimbursement of travel and subsistence expenses by the Council of Europe only for the sessions relative to the Code, from 15 – 16 May 2017.
 - Switzerland, as a Contracting Party to the Code and signatory to the European Social Charter, with the right to vote on matters concerning the Code;
 - Liechtenstein, Monaco and San Marino, as Member States signatories to the European Social Charter or to the European Social Charter (revised) without the right to vote.
- III. The following are entitled to appoint a representative without the right to vote but with reimbursement of travel and subsistence expenses by the Council of Europe:
 - ETUC (1 expert) from 15 to 19 May 2017;
 - BUSINESSEUROPE or IOE (1 expert) from 15 to 19 May 2017;
 - ILO for the session relative to the Code, from 15 to 16 May 2017.
- IV. Additional representatives may be appointed by States and the above-mentioned organisations at their own expense.

Experts' qualifications:

Member States are invited to appoint experts especially qualified in the subjects to be considered (see draft agenda).

Appointment of experts:

- a. Governments are invited to appoint their experts bearing in mind Recommendation No. R(81)6 of the Committee of Ministers of the Council of Europe on the participation of women and men in an equitable proportion in committees and other bodies set up in the Council of Europe. It is recalled in this connection that governments have the option of sending, at their own expense, one or more additional experts to sit on Council of Europe committees.
- b. Governments are requested to send the name, function, address and working language (French or English) of the expert(s) to the Secretariat department responsible for the meeting, as soon as possible:

By e-mail: DGI-ESC-ECSS-Governmental-Committee@coe.int

*For the attention de Karl-Friedrich Bopp
Secretary of the Governmental Committee of the European Social Charter
and the European Code of Social Security
Department of the European Social Charter
Directorate General of Human Rights and Rule of Law (DGI)
Council of Europe
F - 67075 Strasbourg Cedex (France).*

- c. The experts so appointed will receive the working papers in time for the meeting. Their travel and subsistence expenses will be borne by the Council of Europe on the terms specified in the enclosed Rules. Please note that the daily allowance has been set at €175 in 2017. The experts are kindly requested to arrange their journey by the most economical route and to make use, wherever possible, of any available reduced fares (excursion, weekend, etc.). Their travel expenses will only be reimbursed upon presentation of documentary evidence of the sum actually paid (invoice, copy of credit card slip, etc.). **If an invoice is provided, this must be the original document issued by the travel agency or airline that issued the ticket.** This evidence of the expenditure should be attached to the claim form for reimbursement together with the relevant travel tickets (plane, train, etc.). All these documents should be returned to the Secretariat at the beginning of the meeting. The Secretariat of the European Social Charter and European Code of Social Security is prepared to furnish prepaid plane tickets to experts named by their governments. Requests must be made, preferably by e-mail to: DGI-ESC-ECSS-Governmental-Committee@coe.int, **before 3 April 2017**. Representatives are required to have with them a passport or identity card and this letter convening the meeting, which they will be required to show when entering the Council of Europe premises. Specific travel-related risks are covered by a **CHARTIS** insurance policy (number **2.004.761**), which provides cover for persons up to their 76th birthday. The following help line **CHARTIS Assistance 24 Hours** can be called in case of need: **(32) 3 253 69 16**.

I should draw your attention to the fact that the Council of Europe has decided to make all its buildings smoking-free areas. The relevant prohibition entered into force on 1 February 2007. I count on your cooperation for strict compliance with this measure, which is intended to protect the health of everyone present on the organisation's premises.

By virtue of the Seat Agreement of 2 September 1949 between France and the Council of Europe, the French authorities are invited to grant where appropriate the visa to the holder of this convocation letter as soon as possible.



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Copy: Representatives of the Governmental Committee of the European Social Charter and the European Code of Social Security

Enc. : - Draft agenda
- Rules of reimbursement

