

37th MEETING OF THE TECHNICAL COMMITTEE CINTERFOR/ILO

PRELIMINARY GENERAL INFORMATION

The Technical Committee Meeting is the forum where representatives of national specialized organisms in vocational training and human resources development from the American ILO Member States and Spain examine and discuss current themes in the field of training in the region, exchange experiences and propose new cooperation activities of their interest. The Technical Committee is integrated by training authorities from governments, employers' and workers' organisations, as well as national vocational training institutions, associated to Cinterfor/ILO.

1. PLACE AND DATE

At the invitation of the National Institute of Technical-Vocational Training, INFOTEP from Dominican Republic, the 37th Meeting of the Technical Committee of the Inter-American Research and Documentation Centre on Vocational Training (Cinterfor/ILO) will take place from 19 through 21 October 2005, both dates inclusive, under the sponsorship of said entity.

2. PARTICIPANTS

The governments of ILO member countries of the Americas and Spain have been invited to appoint representatives to the 37th Meeting of the Technical Committee. The official delegation of each country invited will be made up by a head governmental delegate, who may attend in the company of alternates or counsellors, and representatives of vocational training institutions associated to Cinterfor/ILO. The Meeting will also be attended by representatives of workers' and employers' organisations, as indicated by their respective groups at the ILO Governing Body. Representatives of international organisations and special guests will be present as observers.

3. AGENDA

3.1 Activities carried out in 2003-2005 and programme for 2006-2007

Among the deliberations of the Technical Committee, the report of activities implemented by Cinterfor/ILO during the preceding period will be examined. The state of implementation of the activities entrusted to Cinterfor/ILO will be analysed and institutions' priority subjects will be discussed in order to establish the programme of activities for 2006-2007. Active participation by the attendants is expected, with brief presentations regarding each topic, by representatives of governments, vocational training institutions, as well as employers' and workers' representatives.

3.2 Programme, Budget and Management Committee

The Programme, Budget and Management Committee will meet on Tuesday 18 October at 05:00 p.m.

3.3 Budget for 2006-2007, financial matters and contributions

The Agenda of the Meeting foresees the analysis of administrative and budgetary aspects to ensure compliance with the work programme adopted by the Centre, as well as formalisation of the financial contributions that associated governments and institutions may pledge for 2006-2007.

3.4 Main subject: *Quality, relevance and equity in vocational training*

Within the framework of the 37th. Meeting of the Technical Committee, a series of activities aimed at analysing the subject ***Quality, relevance and equity in vocational training*** of will take place.

3.5 As well there will be discussions on two relevant subject: ILO Recommendation 195 concerning Human Resources Development: education, training and lifelong learning, and Productivity in vocational training.

4. WORKING SESSIONS

The working sessions of the 37th Meeting of the Technical Committee will be held at the:

Hotel Hamaca Coral by Hilton
Boca Chica
Duarte No. 1
Tel: (809) 523 4611 Fax: (809) 523 5034
DOMINICAN REPUBLIC

5. DOCUMENTS AND PAPERS

Participants wishing to distribute papers of their respective institutions among attendants to the Meeting should take along approximately 80 copies of them in Spanish and 30 in English. It is possible to bring papers in diskette in both languages, in Word Office, to enable reproduction.

6. CONFIRMATION OF ATTENDANCE

Delegates, alternate delegates, special guests and observers attending the 37th Meeting of the Technical Committee, are kindly requested to confirm their participation in the event before September 15, 2005, specifying if they will travel with company. All communications should be addressed to:

Lic. Melanio Paredes
Director General
Instituto Nacional de Formación Técnico Profesional - INFOTEP
Paseo de los Ferreteros N° 3, Ensanche Miraflores
SANTO DOMINGO - REPUBLICA DOMINICANA
Tel: (1809) 565-8229 - 565 7673 Fax: 683 3040
E-mail: infotep10@infotep.gov.do

And to:

Mr. Pedro Daniel Weinberg
Director
Cinterfor/ILO
Montevideo - Uruguay
Fax: (5982) 902 1305 Tel: (5982) 902 0557 - 908 6023
E-mail: dirmvd@cinterfor.org.uy
MONTEVIDEO - URUGUAY

7. TICKETS AND SUBSISTENCE ALLOWANCE

Travelling and per diem expenses of delegates, alternate delegates, observers and other guests should be defrayed by the institutions they represent.

8. BOARD AND LODGING

INFOTEP, as sponsoring entity, has kindly offered to cover board and lodging at Hotel Hamaca Coral by Hilton as from Tuesday 18 through Friday 21 October 2005, both dates inclusive, of the following participants:

- Head of governmental delegation of each country, whose nomination should be officially informed, previous the celebration of the event.
- Head of each vocational training organism member of Cinterfor/ILO.
- Representatives of each employers' and workers' organisations appointed by their respective groups at the ILO Governing Body.
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Rates at Hotel Hamaca Coral by Hilton are the following (all inclusive):

Single room US\$ 110
Double room US\$ 85
Extra US\$ 70
Children US\$ 30

Additional expenditures (additional costs of accompanying person, extended stay, extra expenses, bar, telephone calls, laundry, etc.) will be the responsibility of participants themselves.

It is foreseen to receive participants upon their arrival to the Santo Domingo international airport and their transportation to the hotel. In order to enable the organisation, participants are requested to confirm (by e-mail or fax) their date and flight of arrival to Santo Domingo, fifteen days in advance. All communications should be addressed to Lic. Melanio Paredes and Pedro Daniel Weinberg, to the addresses indicated in par. 6.

9. ADDITIONAL INFORMATION

A web page in the web site of Cinterfor/ILO (www.cinterfor.org.uy) will be established to provide further information on the event.

10. LANGUAGES

The languages of the Meeting will be Spanish and English. Simultaneous interpretation to as well as from English will be provided during all sessions.

11. CURRENCY

The currency in Dominican Republic is the Peso, which corresponds to approximately \$ 29 per US dollar.

12. CLIMATE

The climate in Santo Domingo in October is mild and humid.

13. INSURANCE

Delegates, alternates, special guests, counsellors and other participants should be covered by their own personal insurance, or that provided by the institutions to which they belong to, as the cosponsors of the event will accept no responsibility for expenditures stemming from such eventualities as illness, accident, decease, damage to third parties, etc.

14. VISA FOR ENTRY

It is suggested to participants to make consultations at the Dominican Republic Embassy in their respective countries on the need of a visa for entry to the Dominican Republic.

If necessary, attendants should obtain a visa for entry to Dominican Republic in their respective countries. Expenditures in that connection will be defrayed by the guests.

2.09.05