

ASEAN Labour Ministers' Work Programme

2010-2015



Association of Southeast Asian Nations

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Work Programme**

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Introduction

1. The overall objective of ASEAN cooperation on labour is to build towards the vision of a better quality of life, productive employment, and adequate social protection for ASEAN peoples through enhancing workforce competitiveness, creating a harmonious and progressive workplace, and promotion of decent work for all.

2. The ASEAN Labour Ministers' Vision Statement of 2000 stated *inter alia* that in order to facilitate regional integration,

We shall work closely with workers, employers, civil society, and other organisations to provide a favourable environment for economic growth and employment creation, as a key strategy to accelerate economic recovery and growth.

We shall give priority to capacity-building in order to develop a productive, competent, and competitive workforce. This will enable the people of ASEAN to meet the changing job demands and challenges in the face of the integration of regional and global labour markets.

3. Labour sector issues are central to ASEAN Charter. Although the ASEAN Labour Ministers (ALMs) only oversee labour-related actions related to ASEAN's Economic and Socio-Cultural Communities, labour sector issues figure in all three Community Blueprints of the Roadmap for an ASEAN Community (2009-2015), as summarised in Table 1 next page.

Table 1
ASEAN Roadmap, Community Blueprints, and Labour

ASEAN Community	Labour Sector Actions in Community Blueprints
Political-Security	<ul style="list-style-type: none"> • Strengthen criminal justice responses to trafficking in persons • Protect victims of trafficking
Economic	<ul style="list-style-type: none"> • Facilitate movement through issuance of visas and employment passes of business persons and skilled labour • Work toward recognition of professional qualifications • Complete negotiations of, develop new, and implement mutual recognition arrangements • Strengthen human resource development and capacity building in the area of services • Develop core competencies and qualifications in priority services occupations • Strengthen active labour market program capacities in Member States
Socio-Cultural	<ul style="list-style-type: none"> • Invest in human resource development • Promote decent work • Strengthen entrepreneurship skills • Provide social welfare and protection against possible negative effects of globalisation • Protect and promote rights of migrant workers

Source: Roadmap for an ASEAN Community (2009-2015)

Overview of ASEAN Labour Ministers' (ALM) Work Programme Elements

1. ASEAN seeks to share information among Member States' ministries of labour, recognise good practices where they exist, support implementation of the goals listed in the Roadmap for an ASEAN Community (2009 – 2015), build capacity where needed to assure that ASEAN Member States' labour sectors function well, provide a forum for interaction with external partners on labour sector issues, and benchmark progress with regard to certain key labour indicators.

2. Cooperation programmes of the ALMs are therefore comprised, in general, of the following types of activities:

- **Informational workshops** allow for the sharing of experiences among Member States and with social dialogue and cooperation partners;
- **Collection of baseline information** with regard to labour sector attributes, such as laws and regulations, policies, institutional performance, social partners' organisation and actions, workforce development, and labour markets permits benchmarking of labour sector performance within the region;
- **Analysis of labour sector performance** in ASEAN Member States (AMSs) with regard to benchmark information and good practice experiences may lead to the identification of strategic initiatives with the goal of reducing the most disruptive gaps among Member States;
- Continuation of the ongoing efforts among AMSs based on **consultation and consensus on possible policy convergence on labour areas**;

- **Capacity-building (training)** of AMSs' labour ministries' officials raises awareness of good labour sector practices and helps Member States to incorporate such practices within their own country contexts;
- **International cooperation** between the ASEAN labour ministries and dialogue and cooperation partners enriches debate and may provide financial and technical resources to support ASEAN labour ministries' capacities;
- Tracking of **benchmark and progress indicators** allows the ALMs and their officials to monitor labour sector evolution over time and track cooperation progress accomplishments and perhaps even outcomes;
- **Outreach** by ASEAN labour ministries at the Member State level and through the ASEAN Secretariat, enables civil society, stakeholders, and the general public to appreciate ASEAN progress made toward achieving its overall objective of ASEAN cooperation on labour.

3. Various ALM Work Programme components may be ongoing within specific cooperation strategic and thematic areas (see below) at any time.

4. The scope of the ALM Work Programme has grown over time. In 2001 five broad priorities were identified, namely

- Employment generation and human resource development (HRD) in the context of globalisation;
- HRD planning and labour market monitoring;
- Enhancing labour mobility;
- Strengthening social security/social protection; and
- Strengthening tripartite cooperation.

5. In 2004 the ALMs agreed that the Work Programme would continue as the guiding document, with working groups providing updated inputs. Occupational safety and health issues were added to the list of priorities in 2006. New areas of work have emerged since then, including protection and promotion of the rights of migrant workers, HIV prevention and control in the work place, employment implications of trade agreements and labour law, as expressed in the ASEAN community blueprints outlined above.

6. ASEAN labour sector cooperation is structured around the ASEAN Labour Ministers and Senior Labour Officials Meetings (the ALMM and SLOM, respectively).

7. In addition to the ALMM and SLOM, four subsidiary bodies currently oversee implementation of specific aspects of the Work Programme. They are:

- The SLOM Working Group on Progressive Labour Practices to Enhance the Competitiveness of ASEAN (SLOM-WG);
- The ASEAN Committee on the Implementation of the ASEAN Declaration on the Protection and Promotion of the Rights of Migrant Workers (ACMW);
- The ASEAN Occupational Safety and Health Network (ASEAN-OSHNET); and
- The SLOM Working Group on HIV Prevention and Control in the Workplace (SLOM-WG-HIV).

8. This ALM Work Programme (2010 – 2015) provides a coherent synthesis and serves as a guideline for all ongoing work under the ALMM and its subsidiary bodies and suggests several possible areas for new engagement in the coming years.

Objective, Strategic Priorities, and Intermediate Goals of the ALM Work Programme (2010-2015)

1. A conceptual framework is outlined here that organises the overall objective, specific strategic priorities, and intermediate goals of the ALM Work Programme.

2. Labour sector is a multidimensional system that requires interventions in interlinking areas to achieve overarching performance goals. For labour sector areas to function well, four strategic priorities must be addressed:

- **Legal foundation:** to ensure that labour rights and conditions of work are protected in law and its application;
- **Institutional capacity:** to ensure that Government bodies have the capacities to oversee enforcement of labour laws and regulations;
- **Social partners:** Informed Social dialogue to takes place among labour sector partners at the national and regional levels; and
- **Labour markets and workforce development:** Labour markets to generate decent employment opportunities and the workforce development system to contribute to the creation of a competitive workforce.

3. Table 2 next page summarises the ALM Work Programme, its overall objective, specific strategic priorities, and intermediate goals. The list of thematic areas reflects 1) the original five priorities identified by the ALM at the start of its first Work Programme in 2001, 2) additional work areas added in subsequent periods, in anticipation of the signing of the ASEAN Charter in 2008 and the increased role of labour issues, and 3) other priority areas that have emerged.

Table 2
ASEAN Labour Ministers' Work Programme: Objectives, Priorities, and Intermediate Goals

Overall Objective	<i>To build towards the vision of a better quality of life, productive employment, competitiveness, creating a harmonious and progressive</i>		<i>and adequate social protection for ASEAN peoples through enhancing workforce workplace, and promotion of decent work for all.</i>	
Strategic Priorities	1. Legal Foundation Labour rights and conditions of work are protected in law and its application.	2. Institutional Capacity Government bodies have the capacities to oversee enforcement of labour laws and regulations.	3. Social Partners Informed social dialogue takes place among labour sector partners at the national and regional level.	4. Labour Markets & Workforce Development Labour markets generate decent employment opportunities, and the workforce development system contributes to the creation of a competitive workforce.
Intermediate Goals	<ol style="list-style-type: none"> 1. ALMs protect and promote labour rights, including those of migrant workers, in the region. 2. Member States' labour laws take into account the ILO core labour standards and international benchmarks, where appropriate. 	<ol style="list-style-type: none"> 1. ALMs promote regional best practices with respect to Labour Ministries' inspectorates' oversight of workplace compliance with labour laws and referencing to the ILO inspection standards, where appropriate. 2. Member States effectively regulate occupational safety and health to ensure safe working conditions for ASEAN workers. 3. Member States' labour justice systems effectively resolve workplace disputes. 4. Member States work to improve national social protection systems to cover risks faced by workers of ill health, disability, and old age. 5. Member States provide employment services* to job seekers/employers and effectively regulate the private employment agencies. 6. Member States to facilitate policy dialogue and information sharing on good practices and strategic action on issues related to HIV/AIDS in the workplace. 	<ol style="list-style-type: none"> 1. Unions, private sector or employer groups, and government representatives meet at national and regional levels, where appropriate, to discuss issues of common interest. 2. Industrial relations at the firm-level in Member States encourage progressive labour practices. 3. Cooperation by Member States with external labour sector partners (e.g., ILO, bilateral labour sector partners, and international labour NGOs and trade unions) is enhanced. 	<ol style="list-style-type: none"> 1. Systems are in place that will promote the mobility of skilled labour within ASEAN. 2. Employment, wage, working condition, skills demand, and other impacts of trade liberalisation and of global economic challenges are anticipated, analysed, monitored, and communicated to labour sector stakeholders and the public. 3. Progressive labour practices with regard to workforce development, skills training and standards, labour productivity, and labour law continue to be promoted to enhance the competitiveness of firms and workforces, and thus of the ASEAN Member States and the region overall 4. Labour market information is generated, regularly updated, and effectively disseminated.
Actions Needed	<i>see text below</i>		<i>see text below</i>	

* Employment services cover a range of activities from information services to job placement. The employment services provided by each

Member State to different groups of workers should be in accordance with its respective laws and policies.

ASEAN Labour Ministers' Work Programme: Recommended Actions, by Intermediate Goal and Thematic Area

1. This section details the proposed ALM Work Programme and summarises key outputs, actions taken, and impacts to date (where these have been identified).

Legal Foundation

2. In order to assure that labour rights and conditions of work are protected in law and its application, two thematic areas are addressed in the Legal Foundation strategic area:

- Promotion of best practices in labour policy and laws
- Protection and promotion of labour rights, including migrant workers' rights

Promotion of best practices in labour policy and laws

3. The rights of individual workers and collective bodies representing workers (i.e., unions) are protected in national constitutions, labour codes, civil procedures codes, and/or supplemental statutes. An inventory of AMSs' labour-related legal foundations is currently underway under the aegis of Vietnam's Ministry of Labour, Invalids and Social Affairs, with support from the ILO, to compare AMSs' labour laws with regard to employment contracts, fixed-term contracts, temporary work, individual termination, collective dismissal, and labour inspection. The survey will be finalised in the first half of 2010, and implications discussed for legal and regulatory policy reform

identified and prioritised. Presentation of the inventory's findings is expected at the ASEAN Human Resources Conference, to be held in May 2010.

Protection and promotion of labour rights, including migrant workers' rights

4. Migrant workers' rights are explicitly acknowledged in the 2008 ASEAN Socio-Cultural Community Blueprint. In addition, ASEAN Member States have ratified a number of the core and priority international labour standards of the ILO, as summarised in Annex 1.

5. The ALMs will continue the efforts to develop an ASEAN instrument on the protection and promotion of the rights of migrant workers as tasked under the ASEAN Declaration on the Protection and Promotion of the Rights of Migrant Workers. The ASEAN Committee on the Implementation of the ASEAN Declaration on the Protection and Promotion of the Rights of Migrant Workers (ACMW) will continue to hold regional meetings with Member States and stakeholders to expand areas of common ground. Public education efforts to inform stakeholders, such as social partners, civil society organisations, recruitment agencies, and the general public of migrant workers' rights, employers' responsibilities, and government services will be considered after the adoption of the Instrument.

6. National protocols will be developed with regard to protocols for pre-departure education of migrant workers. ASEAN Member States will undertake consultations towards the development of pre-departure orientation materials to migrant workers across ASEAN.

7. The ACMW dialogue will be broadened to consider issues of ASEAN migrant workers' rights beyond the region. ASEAN will collaborate with the relevant international organisation on its "Safe Migration" campaigns, to be disseminated in schools, via the media.

8. The ALMs will task SLOM and ACMW to collaborate with the ASEAN Senior Officials Meeting on Trans-national Crime (SOM-TC) to link work on labour migration with work on human smuggling and trafficking in persons. The goal will be to identify areas of ASEAN cooperation with regard to extra-regional migration, human smuggling, and trafficking in persons.

9. The development of regional guidelines may also be undertaken in other rights areas based on appropriate studies, such as with regard to the elimination of the worst forms of child labour.

10. The ALMs will task SLOM to coordinate, as the need arises, with the ASEAN Inter-Governmental Commission on Human Rights (AICHR) and other relevant ASEAN bodies in protecting and promoting labour rights, including migrant workers' rights.

Institutional Capacity

11. For labour rights and legal foundations to be respected, government institutions – ministries of labour and justice and the agencies associated with them – need the capacities to oversee enforcement of labour laws and regulations and adjudication of disputes. Thematic areas cover the following:

- Compliance with labour laws;
- Compliance with occupational safety and health laws and regulations;
- Labour justice;
- Social security and protection;
- Employment services; and
- Public health and HIV/AIDS at the workplace.

Building capacity in inspection for labour law compliance

12. Following from an ASEAN-ILO workshop held on core international labour standards, the SLOM will organise a workshop specifically focused on labour inspectorates, their structure, professional training standards, labour inspection, employment activities, coverage, and impacts, across ASEAN Member States and in comparison with a number of other reference countries. The purpose of the workshop will be to identify capacity building needs of labour inspectorates with the goal of improving the capacity of ASEAN governments to verify workplace compliance with national labour laws.

Strengthening occupational safety and health capacities and standards

13. ASEAN Occupational Safety and Health Network (OSHNET) was launched in 2000. Since then, ASEAN-OSHNET has made tremendous achievements especially in the areas of information sharing and capacity building. ASEAN-OSHNET will continue to pay attention to capacity building to further the operationalisation of national Occupational Safety and Health (OSH) programmes. Public education will also continue through passive and active media to inform Member States, national press outlets, and the publication of practices, successes, and reforms. Expanded international cooperation between OSHNET and ALM cooperation partners will be pursued. In addition, ASEAN-OSHNET will look at ways to harmonise OSH standards among ASEAN Member States and undertake cross-border research to identify priorities and propose effective solution to common problems. ASEAN-OSHNET will align their efforts to the ASEAN Socio Cultural Community Blueprint. The 11th ASEAN-OSHNET Coordinating Board Meeting held in April 2010 agreed to find a forum to discuss and adopt a new blueprint that will revitalise ASEAN-OSHNET and move it up to the next level. The Forum would be held before the 12th ASEAN-OSHNET Coordinating Board Meeting, the outcome of which would be submitted to the 7th SLOM in May 2011 for consideration and endorsement.

Building capacity in workplace disputes resolution and labour sector justice

14. In order to understand various effective and efficient mechanisms by which countries assist in the resolution of such disputes, the SLOM will convene a meeting at which Member States will share their public and private (or alternative) dispute resolution systems with different types of workers. These may involve general or labour courts or alternative approaches (e.g., collective bargaining, negotiation, mediation, arbitration, conciliation). Member States will consider the extent to which training in labour law is available to their judges or magistrates, government and private lawyers, pro bono representatives, and law enforcement personnel. Labour justice administration indicators will also be considered, such as numbers of cases heard or disputes registered, subjects of cases and disputes, length of time before resolution or decision, and findings. Country experiences with corporate identity and the ability to pursue legal actions with footloose

companies will also be explored. Good practices and capacity-building needs will be identified.

Strengthening social security and protection

15. Social security and protection systems cover workers' risks of ill health, disability, and old age. Some social protection systems also cover risks of unemployment. A study by the European Union on good social protection practices has been completed and presented to the SLOM. The SLOM-WG has also convened a meeting at which Member States' practices with regard to provision of health and/or disability insurance, and/or pensions were shared, learned from experts from Germany, Malaysia, European Commission, and the ILO, discussed and identified capacity-building needs. SLOM-WG has assigned the ASEAN Secretariat to compile country profiles on social protection. Eventually, ASEAN will develop national and regional follow-up plans on social security/protection systems. Consideration will be given to how to extend some form of social insurance to those who are self- or informally employed.

Promoting employment services

16. Employment agencies link job seekers with job openings, help job candidates to prepare for employment searches, and may provide career planning or entrepreneurship advice. Employment agencies may help to connect job seekers with vocational training programmes. In some countries, public employment agencies predominate, while in others a combination of public and private employment service providers share responsibilities. In some ASEAN countries, government offices help nationals to pursue overseas employment, either individually or through foreign recruitment programmes. Enrolment with employment service agencies may be a precondition for receiving unemployment benefits from the state. The range of services provided and fees charged for services varies widely across the region. Some employment agencies or individual job brokers may operate unscrupulously or criminally, their clients falling victim to exploitation or abuse. SLOM will convene regional workshops to explore these various dimensions among Member States and possibly in conjunction with Plus-Three or other foreign partners.

HIV prevention and control in the workplace

17. HIV/AIDS has been associated with workplace issue, from legal, institutional, and labour market perspectives. The ILO's report on HIV/AIDS and the World of Work in ASEAN (2005) have identified ASEAN-level gaps in HIV/AIDS initiatives.

18. SLOM's Working Group on HIV Prevention and Control at the Workplace (SLOM-WG-HIV) was established in 2008 with the specific tasks to study the need for legislative instruments on HIV and AIDS and the world of work based on the ILO's Code of Practice on HIV/AIDS and the World of Work and to assist in the development of an ASEAN-wide model HIV/AIDS Workplace Policy led by the lead countries (Indonesia and Thailand) with technical support from the ILO, combining experiences, tools and approaches of the Member States. The lead countries assisted by the ILO have developed a draft ASEAN-wide model HIV/AIDS Workplace, which was called "Essential Workplace Action for the Prevention and Management of HIV and AIDS in ASEAN Member Countries". The Workshop on HIV/AIDS Education in the Workplace held on 14 – 15 December 2009 attended by ASEAN participants from ministries of health, ministries of labour, business coalition on AIDS, trade unions, and employers' organisations reviewed and provided inputs to the draft document. The Workshop also recommended that the document title be changed to "ASEAN Guidelines [or Recommendations] on Essential Workplace Action for Action for Enterprises on the Prevention and Management of HIV and AIDS in ASEAN Member States".

19. The SLOM-WG-HIV will serve as an ASEAN platform to facilitate policy dialogue and information sharing among Member States on good practices and strategic actions on issues and areas related to HIV/AIDS in the Workplace including sharing of lessons, best practices and evidence-informed prevention policies, education efforts and campaigns.

Social Partners

20. In order to encourage the expansion of informed social dialogue among labour sector partners, the work programmes envisions activities in the areas of

- Tripartite cooperation;
- Corporate social responsibility; and
- International cooperation.

Strengthening tripartite cooperation

21. Since 2006 ASEAN has been interested in “progressive labour practices” and their link to regional business competitiveness. A 2007 study prepared for ASEAN and presented at the 2008 Human Resources Summit held in Singapore identified progressive labour practices as encompassing labour law flexibility, harmonious tripartite labour relations, investments in labour skills to raise productivity, promotion of the free flow of skilled labour across borders, and improved labour market data gathering. Recommendations emphasised open, participatory tripartite dialogue at the ASEAN and national levels to enhance regional competitiveness.

22. Broad tripartite cooperation involves seminars or forums engaging representatives of trade unions, private sector or employer groups, and government to discuss issues of common interest.

23. Regional social dialogue meetings will be continued to exchange ideas and information on areas of mutual concern under the auspices of the ongoing ASEAN/ILO-Japan Industrial Relations Project (AIJPIR). ASEAN-level guidelines, compilation of IR good practices in the region, and a toolkit on good industrial relations practices are expected to be produced by the end of the AIJPIR. ASEAN also will continue to participate in the East Asia Industrial Relations project. Seminars to share experience among AMSs or between AMSs and dialogue partners on social dialogue and labour management will also be continued

Promoting corporate social responsibility

24. Corporate social responsibility (CSR) programmes, i.e. those private initiatives that go beyond the production and selling of goods and services that are the primary focus of private business, are an increasing feature of doing business around the world.

25. The ALMs will task SLOM to define labour-related CSR goals in ASEAN and to seek to understand the range of labour-related initiatives being undertaken around the globe and within ASEAN by socially responsible corporations, both domestic and multinational. SLOM will also be tasked to develop an agenda for promoting labour related CSR issues in the region.

Enhancing International Cooperation

26. The ALMs also seek to reinforce relationships with international cooperation partners. A cooperation agreement exists since 2007 between the ASEAN Secretariat and the International Labour Office, underscoring the sharing of principles regarding labour, employment, and decent work.

27. In addition to the ILO, the ALMs will continue their collaborative relationships with other external partners, e.g., national ministries of labour of bilateral partners, multilateral organisations, and international labour NGOs and trade unions.

Labour Markets and Workforce Development

28. ASEAN seeks to promote competitive labour markets that generate decent employment opportunities for men and women. In addition, the region aims to build a workforce development system that will contribute to the creation of a competitive workforce. Activities are envisioned with regard to:

- Employment impacts of trade liberalisation
- Progressive labour practices
- Development of national skills framework to facilitate Intra-regional skilled labour mobility
- Labour market information and analysis (LMIA)

Addressing employment impacts of trade liberalisation and recovery from global economic crisis

29. International and regional developments outside of labour policy making may directly affect ASEAN's labour sectors. The integration of the ten Member States into one free trade area and the expansion of that trade area to include other Asian economies have consequences for the supply and demand for various categories of labour within ASEAN.

30. Trade liberalisation may change the structure of economic incentives perceived by different sectors in ASEAN's economies. For some industries, protection in the home country will be reduced, making imports more

competitive in the home market. For others, protection in the foreign trade partner will be reduced, making exports more competitive abroad. These changes in turn have implications for wages, employment, skills, and working conditions faced by ASEAN's workers. In some instances, the demand for labour will increase as new business opportunities are generated, while in others, reduced protection may lead to the shedding of jobs.

31. Labour trends of the post-economic crisis recovery period will be assessed at Member States' levels through an ASEAN survey, results of which will be synthesised and disseminated in a timely fashion. ASEAN Member States will also embark on capacity building programme to measure the impact of trade liberalisation on labour market.

Promoting progressive labour practices

32. ASEAN has been interested in "progressive labour practices" and their link to regional business competitiveness for several years. Tripartite cooperation and industrial relations dimensions thereof are discussed above. In addition, the 2008 Mercer report¹⁾'s recommendations led to a number of discrete actions that also include emphases in a number of other areas, including workforce development (i.e., investment in skills for improved labour productivity), expanded labour mobility (i.e., including mobility for unskilled labour), and labour data quality, which are addressed further below. An ASEAN Human Resources (HR) Summit was held in October 2008 in Singapore focusing on progressive human resource practices in the ASEAN region. Over 400 representatives from the Government, unions and employers attended the event. This initiative will be continued as a regular activity under the coordination of SLOM-WG, with the name now changed to "ASEAN HR Conference".

33. In the area of workforce development, the ASEAN Skills Competition will be continued as a regular activity under SLOM to support the effort to achieve regional standard competency. Phase II of the ASEAN-Japan collaborative programmes to strengthen HR development in Cambodia, Lao PDR, Myanmar, and Viet Nam (CLMV) will be completed. Development of programme to improve labour condition, training and social protection in

¹⁾ Report of the study undertaken by Mercer Consultant from June 2007 - March 2008 as commissioned by the SLOM-WG.

the informal sector will be explored.

Labour mobility enhancement

34. Skilled labour mobility within the ASEAN Economic Community will become a reality by 2015-with the adoption of free trade in services. ALMs have agreed that national skills frameworks in the region should be improved in preparation for discussing a regional skills recognition framework.

35. Interested AMSs can also collaborate with the ILO to coordinate development of competency standards in a simplified format to improve dialogue between employers and training organisations. The ILO has developed Greater Mekong Sub-region (GMS) Model Competency Standards for manufacturing, construction, agriculture, mechanical repair, tourism and some hospitality.

36. A project which has been proposed since early 2002 on the improvement of overseas employment administration should be implemented given its continued relevance and its endorsement by the ACMW as one of the priority project under the ACMW Work Plan.

Enhancing labour market information and analysis

37. Although human resource development planning and labour market information and analysis (LMIA) is a stated priority area for ASEAN, comprehensive information on the structure of ASEAN Member States' labour sectors remains of limited availability. In this regard, ASEAN will embark on an initiative to develop an ASEAN report on labour market performance based on an agreed set of labour sector variables.

38. The ALMs will task SLOM to discuss and decide on those labour sector variables to be coordinated with the ASEAN Heads of Statistical Offices (AHSOM). The goal is to permit comparisons and analysis of labour sector structure and performance across the region in order to better inform future policy making.

39. As recommended by the Capacity-Building Workshop on LMIA in ASEAN, held on 2 – 4 March 2010 in Bandar Seri Begawan the following will also be undertaken:

- Establish knowledge sharing networks and platforms to provide venue for interactive discussion towards strengthening capability for better labour market information and analysis between and among Member States; and
- Develop a handbook on Labour Market Analysis should be to facilitate capacity building and promote analysis and wider use of labour market information.

40. Table 3 summarises the recommended actions in the above narratives and provides indicative calendars and potential collaborators to implement the recommended actions.

Table 3
ASEAN Labour Ministers' Work Programme: Recommended Actions and Indicative Calendar

Strategic Priorities	Thematic Areas	Recommended Actions	Responsible ASEAN bodies under ALMM	Indicative Calendar	Potential Collaborators
Legal Foundation	Promotion of best practices in labour policy and laws ^d	Finalise survey & identify legal and regulatory updates	SLOM-WG	2010 - 2011	
	Protection and promotion of labour rights, including migrant workers' rights ^d	<p><i>Migrant Workers' rights</i></p> <p>Continue to conduct annually the ASEAN Forum on Migrant Labour</p> <p>Continue the on-going effort to develop an ASEAN instrument on migrant workers' rights</p> <p>Prepare pre-departure information for ASEAN migrant workers</p> <p>Collaboration with relevant international organisations on "Safe Migration" campaigns and pre-departure literature to migrants</p> <p>ACMW regional meetings to continue</p> <p>Strengthen the dialogues between ACMW and those working on human smuggling and trafficking</p> <p><i>Child labour</i></p> <p>Study the development of regional guidelines with respect to eliminating the worst forms of child labour</p> <p>The ALMs will task SLOM to coordinate, as the need arises, with the ASEAN Inter-Governmental Commission on Human Rights (AICHR) and other relevant ASEAN bodies in protecting and promoting labour rights, including migrant workers' rights.</p>	<p>ACMW</p> <p>ACMW</p> <p>ACMW</p> <p>ACMW</p> <p>ACMW</p> <p>ACMW</p> <p>SLOM</p> <p>SLOM</p>	<p>2010 – 2015</p> <p>2010 – 2015</p> <p>2010 - 2015</p> <p>2011 - 2012</p> <p>2011 - 2015</p> <p>2010 - 2015</p> <p>2011-2013</p> <p>2010-2015</p>	<p>ILO and IOM</p> <p>ILO</p> <p>IOM</p> <p>SOMTC</p> <p>AICHR, ACWC, and ILO</p> <p>AICHR</p>

Strategic Priorities	Thematic Areas	Recommended Actions	Responsible ASEAN bodies under ALMM	Indicative Calendar	Potential Collaborators
Institutional Capacity	Building capacity in labour inspections for compliance^c	ASEAN conferences/workshops on labour inspections	SLOM-WG	2010 - 2015	ILO
		Identify capacity-building needs of labour inspectorates	SLOM-WG	2011	ILO
		Carry out training programme for ASEAN labour inspectors	SLOM-WG	2011 - 2015	ILO
	Strengthening occupational safety and health (OSH) capacities and standards^{a*}	ASEAN-OSHNET to compile and publish national OSH records	ASEAN-OSHNET	2010 - 2015	ILO
		ASEAN-OSHNET to continue public education on OSH	ASEAN-OSHNET	2010 - 2015	ILO
		ASEAN-OSHNET to continue capacity building for government officials on OSH inspection and policy	ASEAN-OSHNET	2010 - 2015	Japan and ILO
		Expand use of OSHNET website for information sharing	ASEAN-OSHNET	2010 - 2012	
		Adopt the ASEAN OSH-MS guidance for small and medium enterprises	ASEAN-OSHNET	2011	Japan and ILO
	Building capacity in workplace disputes and labour sector justice^c	ASEAN conference on labour justice systems: labour courts, arbitration councils, mediation & conciliation	SLOM	2012	ILO

Strategic Priorities	Thematic Areas	Recommended Actions	Responsible ASEAN bodies under ALMM	Indicative Calendar	Potential Collaborators
Institutional Capacity <i>(continued)</i>	Strengthening social security and protection ^a	Develop national and regional plans on social security/protection systems	SLOM-WG	2012	GTZ, Japan, and China
		Conduct workshop to share experience on how to extend social insurance to the self- or informally employed	SLOM-WG	2012 - 2015	ILO
		Conduct seminars on unemployment insurance for interested countries	SLOM-WG	2011 - 2014	Japan
	Promoting employment services ^a	Conduct regional workshops to share good practices on employment services	SLOM-WG	2010 – 2015	
	HIV prevention and control in the workplace ^d	Further the development of the ASEAN guidelines on essential workplace action for enterprises on the prevention and management of HIV and AIDS	SLOM-WG-HIV	2011 - 2015	ATFOA, ILO, and UNAIDS
		SLOM-WG-HIV to facilitate policy dialogue and information sharing among Member States on good practices and strategic actions on issues and areas related to HIV/AIDS in the Workplace	SLOM-WG-HIV	2011 – 2015	ATFOA, ILO, and UNAIDS
SLOM-WG-HIV to identify ways forward, including enhancing regional collaboration among ASEAN on HIV/AIDS in the Workplace		SLOM-WG-HIV	2011	ATFOA, ILO, and UNAIDS	

Strategic Priorities	Thematic Areas	Recommended Actions	Responsible ASEAN bodies under ALMM	Indicative Calendar	Potential Collaborators
Social Partners	Strengthening tripartite cooperation ^a	<p>Conduct the 3rd Regional Seminar of the ASEAN/ILO-Japan Industrial Relations Project</p> <p>Conduct national and regional social dialogue meetings to exchange ideas and information on areas of mutual concern</p> <p>Compile and publish IR good practices in the region</p> <p>Develop a toolkit on good practices for use at enterprise level</p> <p>Improve and regularly update the East Asia Industrial Relations Net</p> <p>Adopt the ASEAN guidelines on good IR practices</p>	<p>SLOM</p> <p>SLOM SLOM-WG</p> <p>SLOM</p> <p>SLOM</p> <p>SLOM</p> <p>ALMM</p>	<p>2010</p> <p>2011 - 2015</p> <p>2011 - 2015</p> <p>2011</p> <p>2011 - 2015</p> <p>2010</p>	<p>Japan and ILO</p> <p>Japan, ILO, FES, and EC</p> <p>Japan and ILO</p> <p>Japan and ILO</p> <p>ILO</p> <p>ILO (for follow-up)</p>
	Promoting corporate social responsibility (CSR) ^d	<p>Define labour-related CSR goals in ASEAN</p> <p>Develop an agenda for promoting labour related CSR issues in the region</p>	<p>SLOM-WG</p> <p>SLOM-WG</p>	<p>2010/2011</p> <p>2011 - 2015</p>	<p>ILO</p>
Labour Markets and Workforce Development	Addressing employment ^a impacts of trade liberalisation and recovery from global economic crisis	<p>Labour trends of the post-economic crisis recovery period to be assessed at Member States' levels, synthesised, and reported to the community</p> <p>ASEAN Member States will also embark on capacity building programme to measure the impact of trade liberalisation on labour market</p>	<p>SLOM</p> <p>SLOM</p>	<p>2011</p> <p>2011-2015</p>	<p>ILO</p> <p>ILO</p>

Strategic Priorities	Thematic Areas	Recommended Actions	Responsible ASEAN bodies under ALMM	Indicative Calendar	Potential Collaborators
Labour Markets and Workforce Development <i>(continued)</i>	Promoting Progressive labour practices ^d	Continue holding the ASEAN HR Conference	SLOM-WG	2010 – 2015	ILO
		Conduct ASEAN Skills Competition regularly	SLOM	2010 – 2015	
		Study the development of programme to improve the labour condition, training and social protection in the informal sector	SLOM	2011 - 2015	ILO
		Complete ASEAN-Japan Collaborative Programme to strengthen basis of HR development in CLMV, phase II	SLOM	2010 -2011	Japan
	Enhancing labour mobility ^a	Improve the national skills frameworks in preparation for discussing a regional skills recognition framework	SLOM-WG SLOM	2011-2015	ILO
		Conduct a research project and regional workshops to improve overseas employment administration	ACMW	2010-2015	IOM
	Enhancing labour market monitoring ^a	Develop an ASEAN report on labour market performance based on an agreed set of labour sector variables	SLOM	2011 – 2015	
		Creation of ASEAN ALM web portal with labour sector information	SLOM-WG	2011 – 2015	
		Establish knowledge sharing networks and platforms to provide venue for interactive discussion towards strengthening capability for better labour market information and analysis between and among Member States	SLOM-WG	2011 – 2015	ILO
		Develop a Handbook on Labour Market Analysis to facilitate capacity building and promote analysis and wider use of labour market information	SLOM-WG	2011	

Notes: ^a Original work program priority, 2001, ^{a*} Added in 2004, ^b Emerging work priority, ^c Suggested new priority area, ^d Priority of an ALM subsidiary body

Resource Mobilisation

1. In their earlier work programme, the ALMs adopted a funding arrangement to share the costs of implementing their priority projects. For ASEAN, cost-sharing means that the host country absorbs the costs of organising while participating countries pay for the airfare and accommodation of their participants. This funding arrangement will be maintained as an option to cover the costs of project implementation of this 2010 – 2015 Work Programme.

2. ASEAN will also collaborate with various external partners to implement the Work Programme. Most notable among these is the International Labour Organization, with whom the ASEAN Secretariat has signed a cooperation agreement in 2007. In addition, ASEAN has engaged with dialogue and development partners (e.g., Japan, Australia, the US, the EU, Germany) and international non-governmental groups (e.g., the Friederich Ebert Stiftung, International Organisation on Migration).

3. Funding eligibility of specific Member States depends on individual dialogue partners' policies. With the adoption of this Work Programme, other international and bilateral partners may also be invited to collaborate in its implementation.

4. The ASEAN Secretariat provides administrative support to the ALMM and its subsidiary bodies with regard to implementation of the Work Programme.

Monitoring of the Work Programme Progress

1. ALMs will task SLOM to track/monitor the progress of the ALM Work Programme, noting

- Meetings held;
- Stakeholder outreach accomplished;
- Training programmes delivered;
- Decisions issued; and
- Country practices modified.

2. In addition to these output variables, the ALMs will task SLOM to discuss how to define or measure the outcomes or impacts of the Work Programme. Possibilities range from increased awareness of ASEAN labour sector events, issues, and reforms, as measured by occasional stakeholder surveys, to increased labour productivity, as measured by standard economic approaches. While the latter is not directly attributable to ALM labour sector cooperation, of course, it is a key labour-related indicator of ASEAN's competitiveness.

Annex 1

ASEAN Member States' Ratification of ILO Core Labour Standards

ILO Convention / Member States	29	87	98	100	105	111	138	182
Brunei Darussalam							Yes	Yes
Cambodia	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Indonesia	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lao PDR	Yes			Yes		Yes	Yes	Yes
Malaysia	Yes		Yes	Yes	Denounced		Yes	Yes
Myanmar	Yes	Yes						
Philippines	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Singapore	Yes		Yes	Yes	Denounced		Yes	Yes
Thailand	Yes			Yes	Yes		Yes	Yes
Viet Nam	Yes			Yes		Yes	Yes	Yes

Source: ILO Database of International Labour Standards, accessed 1 November 2013

- 29 : *Forced labour*
- 87 : *Freedom of association*
- 98 : *Collective bargaining*
- 105: *Abolition of forced labour*
- 100: *Equal remuneration*
- 111: *Employment and occupational discrimination*
- 138: *Minimum age*
- 182: *Worst Forms of child labour*

Annex 2

ASEAN Member States' Ratification of ILO Priority Labour Standards

ILO Convention / Member States	81	122	129	144
Brunei Darussalam				
Cambodia		Yes		
Indonesia	Yes			Yes
Lao PDR				Yes
Malaysia	Yes			Yes
Myanmar				
Philippines		Yes		Yes
Singapore	Yes			Yes
Thailand		Yes		
Viet Nam	Yes	Yes		Yes

Source: ILO Database of International Labour Standards, accessed 1 November 2013

- 81 : Labour inspection
- 122 : Employment policy
- 129 : Labour inspection (agriculture)
- 144 : Tripartite consultation

List of Abbreviations

AHSOM	ASEAN Heads of Statistical Office Meeting
AIJPIR	ASEAN/ILO-Japan Project on Industrial Relations
ALMM	ASEAN Labour Ministers Meeting
ALMs	ASEAN Labour Ministers
AMSS	ASEAN Member States
AICHR	ASEAN Inter-Governmental Commission on Human Rights
CSR	Corporate Social Responsibility
CLMV	Cambodia, Lao PDR, Myanmar and Viet Nam
HR	Human Resources
HRD	Human Resources Development
HIV/AIDS	Human Immunodeficiency Virus / Acquired Immune Deficiency Syndrome
ILO	International Labour Organisation
LMIA	Labour Market Information and Analysis
MOLISA	Ministry of Labour, Invalids and Social Affairs (of Viet Nam)
NGO	Non-Governmental Organisation
ACMW	ASEAN Committee on the Implementation of ASEAN Declaration on the Protection and Promotion of the Rights of Migrant Workers
ASEAN-OSHNET	ASEAN Occupational Safety and Health Network
SLOM	Senior Labour Officials Meeting
SLOM-WG	SLOM Working Group on Progressive Labour Practices to Enhance the Competitiveness of ASEAN
SLOM-WG-HIV	SLOM Working Group on HIV Prevention and Control in the Workplace
SOM-TC	Senior Officials Meeting on Transnational Crime



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