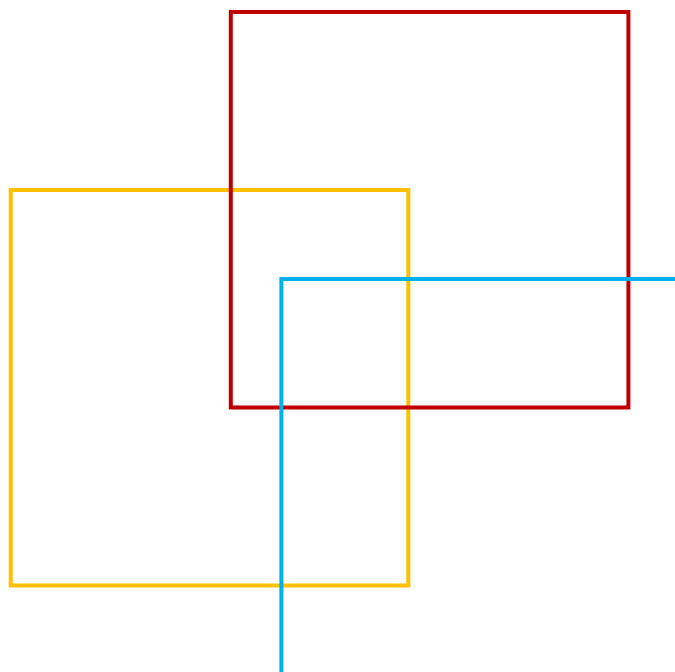




International  
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# DECENT WORK COUNTRY DIAGNOSTICS

## TECHNICAL GUIDELINES TO DRAFT THE DIAGNOSTIC REPORT

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Country Diagnosis Tool Team

July, 2015



# Table of Contents

<b>OBJECTIVE AND STRUCTURE .....</b>	<b>1</b>
Scope and objective .....	1
Structure and content.....	2
<b>TECHNICAL GUIDELINES, CHAPTER BY CHAPTER.....</b>	<b>7</b>
<b>Section I. The Overall Setting.....</b>	<b>7</b>
<b>The overall national development framework .....</b>	<b>7</b>
<b>The demographic structure and dynamics .....</b>	<b>8</b>
Main issues and questions.....	8
Main sources and indicators.....	11
Examples of presentation.....	14
<b>Education, health and human development .....</b>	<b>16</b>
Main issues and questions.....	16
Main sources and indicators.....	17
Examples of presentation.....	19
<b>Structure and Performance of the Economy .....</b>	<b>19</b>
Main issues and questions.....	19
Main sources and indicators.....	20
Examples of presentation.....	22
<b>Inequality, vulnerability and poverty .....</b>	<b>24</b>
Main issues and questions.....	24
Main sources and indicators.....	25
<b>Section II. The Dynamics of Employment, the Labour Market and the Economy .....</b>	<b>29</b>
<b>Labour force participation, employment and unemployment.....</b>	<b>29</b>
Main issue and questions .....	29
Main sources and indicators.....	31
Examples of presentation.....	34
<b>Employment by status, informal employment and the working poor.....</b>	<b>37</b>
Main issues and questions.....	37
Main sources and indicators.....	40
Examples of presentations .....	40
<b>International Labour migration.....</b>	<b>41</b>
Main issues and questions.....	41
Main sources and indicators.....	44
Examples of presentation.....	48
<b>Creation of and access to productive employment – A sector analysis.....</b>	<b>49</b>
Main issues and questions.....	49
Main sources and indicators.....	52
Examples of presentation.....	53
<b>Creation and access to productive employment – A sustainable enterprise analysis .....</b>	<b>56</b>
Main issues and questions.....	56

Main sources .....	566
<b>Estimation of deficits of productive employment and forecasts of the need for creation of productive Jobs ...</b>	<b>57</b>
Main issues and questions.....	57
Examples of presentation .....	61
<b>Section III. Fundamental principles and rights at work and implementation of international labour standards .....</b>	<b>63</b>
Main issues and questions.....	63
Main sources and indicators.....	66
Example of presentation .....	67
<b>Section IV: Decent working conditions and occupational safety and health .....</b>	<b>66</b>
Main issues and questions.....	69
Main sources and indicators.....	71
Examples of presentation.....	75
<b>Section V. Equal opportunities and treatment in employment.....</b>	<b>77</b>
Main issues .....	77
Main sources and indicators.....	78
Examples of presentation.....	80
<b>Section VI. Social protection.....</b>	<b>83</b>
Main issues and questions.....	83
Main sources and indicators.....	85
<b>Section VII. Social Dialogue.....</b>	<b>91</b>
Main issues and questions.....	91
Main sources and indicators.....	92
<b>Section VIII. Main decent work challenges ahead.....</b>	<b>95</b>
<b>MAIN SOURCES OF INFORMATION .....</b>	<b>97</b>
<b>Data specific guidelines .....</b>	<b>97</b>
<b>Demographic data.....</b>	<b>97</b>
<b>Employment and labour force characteristics .....</b>	<b>97</b>
<b>Working poor, poverty and inequality .....</b>	<b>98</b>
<b>Economic development.....</b>	<b>100</b>
<b>Main systems of classification.....</b>	<b>100</b>
<b>Legal framework of Decent Work.....</b>	<b>101</b>
<b>Conditions of employment and at work.....</b>	<b>102</b>
<b>Social protection .....</b>	<b>103</b>
<b>Social dialogue .....</b>	<b>104</b>
<b>Main international data bases and sources .....</b>	<b>105</b>
<b>ILO data bases .....</b>	<b>105</b>
<b>Other international sources .....</b>	<b>108</b>
<b>Country specific inventory and assessment of main sources of data and information .....</b>	<b>111</b>
<b>APPENDIX .....</b>	<b>113</b>
<b>Selected bibliography .....</b>	<b>123</b>

# Objective and structure

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## Scope and objective

Decent Work Diagnostics at the country level are designed to be able to serve several objectives:

- Provide a well-informed and comprehensive but short diagnostic narrative of the growth, productive employment and decent work situation and trends of the country. This narrative may serve as an input for the development of Decent Work Country Programmes (DWCP) and to other planning frameworks, such as the Common Country Assessments (CCA), the United Nations Development Action Framework (UNDAF), and those of other development partners.
- Provide ILO constituents and other national stakeholders with data and analysis on the progress and situation with regard to critical areas of decent work in the country and the key decent work challenges facing the country.
- Feed into the national development discourse and inform the development of national development strategies / plans.
- Provide a basis for national training and capacity building of constituents and other key stakeholders.

It aims to achieve this by providing a holistic analysis of the main Decent Work trends and issues in a country that is conceptually based on the Social Justice Declaration and which highlights the inter-related nature of different aspects of Decent Work.

It assesses the magnitude and forms of the decent work deficits and identifies their main causes and who the women and men excluded from decent work are. The Decent Work Indicators provide some of the core data for the study. They are complemented by other employment and labour market and social protection statistics and institutional information. The study has a standardized core, but allows for excursions into topics of country specific importance, such as for instance labour migration. Thus, the objective is to achieve a good gender-sensitive understanding of the evolution of the main Decent Work trends in the context of the overall demographic, economic and social development and to identify the key Decent Work issues and challenges facing the country.

Procedural aspects on questions such as how is the process managed, how it links up with country programming and with DWCPs, what is the role of the different actors, how should the multidisciplinary teams be assembled, what is the involvement of and consultations with constituents, what is the Office Procedure to clear the final version of the document, and others, are dealt with in a separate Procedural Note.

# Structure and content

The Decent Work Country Diagnostics (DWCD) document will be organized into eight sections as described below.

## Section I: The Overall Setting

An introductory section provides a succinct overview of the overall country-specific setting. The section begins with an outline of the key features of the country's development vision and strategies inclusive and sustainable development and for achieving productive employment and decent work for all women and men. The subsequent parts of this section explore:

- The demographic situation and dynamics, including migration.
- The situation with regard to health, education and human development.
- The structure and performance of the economy.
- Vulnerability, inequality and poverty.

## Section II: The dynamics of employment, the labour market and the economy

Section II explores the progress and main challenges with regard to *achieving inclusive growth and productive employment for all*. It aims to:

- Describe a broad picture of the quantitative change of the labour force in the past decade and in the coming 5-10 years and of the main characteristics of the working age population and labour force (age, sex and education).
- Describe who is employed who are the unemployed and who are the working poor.
- Describe the dynamics and structure of the economy from the perspective of its strengths and weaknesses in generating productive employment in an inclusive and sustainable manner.
- Measure progress (or at least assess the current situation) on generation of productive employment<sup>1</sup> and reduction of the deficit of productive employment
- Estimate the need for productive employment creation in a specified time period over the years to come in order to accommodate increases in the labour force and meet targets to increase the employment rate and/or reduce unemployment and poverty/working poor.
- assess the need to generate productive employment in the years to come for both women and men and
- identify main challenges that need to be addressed in order to achieve this.

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<sup>1</sup> Productive employment refers to employment that yields sufficient income to allow the worker and his/her household a consumption level above the poverty line. Hence, in all references to productive employment both number of jobs and levels of productivity and income need to be addressed.

Following an analysis of the situation with regard to education, skills and attributes of employability, the main part of this section explores the issues of access to productive employment and of the capacity and performance of the economy to generate productive jobs in a sustainable manner. A few key sex-disaggregated graphs and tables on labour market attachment, unemployment, status and forms of employment – including vulnerability, informality and working poverty - are used to identify and cast light on achievements made as well as present strengths, weaknesses and key challenges.

Issues of inclusion and equal opportunities are given special attention in this review, which has to be disaggregated by sex and which should also endeavour to capture other dimensions of inequality and exclusion, e.g. based on ethnicity, disability or migrant status. In countries with significant labour migration, a separate section is devoted to this issue.

The last part of this section explores strengths and weaknesses in the performance and capacity of the economy to generate productive jobs through an analysis disaggregated by economic sectors. A few graphs and tables are used to capture the contribution of the various economic sectors to growth in employment, GDP and labour productivity. This provides information on key questions such as which sectors are the main drivers of economic growth? of employment growth? Is the balance between productivity and employment growth correct, given the specific need to create both more jobs and to reduce working poverty? Does growth in employment and in productivity go hand in hand in all sectors? Are women and men equally represented in the employment in the dynamic sectors of the economy? This analysis is then cast against the projected need to create more productive jobs over the coming years.

### **Section III: Fundamental Principles and Rights at Work and Implementation of International Labour Standards**

This section examines the *legal framework for respect for international labour standards and equal access to rights*. Following a summary review of the main laws related to decent work and ratification of international labour conventions, a more detailed assessment is made of the legal framework and effective implementation with regard to the four areas under the fundamental principles and rights at work. This is complemented by a review of actual progress based on a few key indicators. This section also includes an overview of the situation with regard to ratification of other ILO conventions and main outstanding issues of implementation, based on Article 22 reviews.

Key questions addressed in this section are:

- Is the right to freedom of association and collective bargaining guaranteed by law and in practice?

- Is forced labour eliminated?
- Are worst forms of child labour banned by law and in practice and is there an effective legal framework discouraging all forms of child labour and protecting the rights and interest of children at work?
- Is there adequate legal and actual protection against discrimination on the labour market and at work? Has the country ratified key equality conventions, C100 on equal remuneration, C111 on discrimination in employment and occupation, C 156 on workers with family responsibilities and C 183 on maternity protection?
- Has the country ratified the governance conventions (Labour Inspection Convention, 1947 (No. 81), Labour Inspection (Agriculture) Convention, 1969 (No. 129), Employment Policy Convention, 1964 (No. 122), Tripartite Consultation (International Labour Standards) Convention, 1976 (No. 144) and other relevant conventions, such as Social Security (Minimum Standards) Convention, 1952 (No. 102)?
- What are the main outstanding issues of implementation of ratified ILO Conventions?

#### **Section IV: Decent Working Conditions and Occupational Safety and Health**

In this section the focus is shifted from creation of productive employment *to achieving decent working conditions and occupational safety and health*. This section aims to explore:

- To what extent the working women and men enjoy decent working conditions and their safety and health is protected
- The main weaknesses regarding safety and health at work and the groups of workers affected.
- The situation regarding trends and levels of average wages as well as the level and role of minimum wages as a valuable policy tool to alleviate poverty.
- Do countries and enterprises have the necessary means to establish preventive and protective measures at the workplace to protect workers safety and health and well-being?

#### **Section V: Equal Opportunities and Treatment in Employment**

This section deals with *equality of opportunity and treatment in employment* and focuses on:

- To what extent women and men as well as other categories of workers enjoy equal opportunities and receive equal treatment in employment as well as the policies and laws that are in place to improve equality of opportunity and treatment.
- The main differences in the gender wage gap by major occupational groups, employment status and for rural and urban areas.



## Section VI: Social Protection

This section examines the progress with regard to the coverage and extension of *social protection* and identifies the main challenges in this respect. In particular, this section analyses to what extent the labour force as well as the population at large benefit from adequate social protection, and what policies and measures are in place to support the extension of social protection with regard to the establishment of social protection floors to guarantee at least a basic level of coverage for all (horizontal dimension) and the progressive achievement of higher levels of protection (vertical dimensions). The section aims to:

- Describe a broad picture of the functioning of the national social protection system and identify its strengths and weaknesses in meeting the social protection needs of the population. Which are the main challenges for the social protection system?
- What are the main social protection priorities identified by national constituents?
- Has the country embraced the concept of a universal social protection floor? Has the country identified the formalization of employment as a priority?
- Measure progress (or at least assess the current situation) with regard to the extension of social protection coverage, with respect to nationally-defined social protection floors and progressively comprehensive social protection systems.
- Identify the main gaps in social protection coverage and adequacy, particularly with respect to specific population groups (workers in the informal economy, domestic workers, migrant workers, agricultural workers and rural populations, etc.). What are the challenges in accessing social protection benefits, specifically access to health services?
- Identify challenges with regard to the level of expenditure and financing necessary to achieve the national social protection objectives in a sustainable way.

The analysis starts with an assessment of the current situation of the social protection system in terms of legal and administrative framework, inventory of existing schemes and programmes, and key indicators. A few key sex-disaggregated graphs or tables on social protection coverage, adequacy, expenditure and financing support this analysis. The main part of the section analyses progress made against national policy objectives and identifies achievements made, as well as present strengths, weaknesses and key challenges. This analysis provides the background for the identification of possible focus areas for the DW country programme.

## Section VII: Social Dialogue

This section examines the evolution and situation with regard to *promoting social dialogue to pursue decent work for all*. Fair terms of employment, decent working conditions, and safety and health at work and development for the benefit of all cannot be achieved without the active involvement of workers, employers and governments. Available sex-disaggregated information on the relevant decent work indicators forms the basis of the review regarding the situation and challenges in respect of promoting social dialogue and sound industrial relations. The review also includes a more qualitative narrative of the trends and developments with regard to enabling conditions for promoting effective and inclusive social dialogue – labour law, labour administration, mechanisms and institutions for tripartite social dialogue, machinery for collective bargaining and dispute resolution as well as the capacity and the roles of the social partners. This review aims to identify the specific strengths of social dialogue that can be built on to promote decent work for all as well as main challenges ahead. Key questions addressed in this section include:

- Do employers have strong, independent and representative organisations?
- Do workers have strong independent and representative organisations?
- Does labour administration apply up-to-date labour legislation and provide effective services?
- Does tripartism and labour market governance effectively contribute to strong social dialogue and sound industrial relations?

## Section VIII: Main Decent Work Challenges Ahead

This final section seeks to summarize the *key decent work challenges* facing the country. These challenges should cluster on core issue rather than on the four pillars of decent work, but the bearing of each of the challenges on several or all of the decent work pillars should be clearly identified and articulated. The number of identified key challenges should be limited, typically not exceeding three to four. In many instances the different expressions of decent work deficits may have a common main cause, in which case the identified decent work challenges should focus on the cause(s) rather than on the individual expressions of decent work deficits.

# Technical Guidelines, Chapter by Chapter

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## Section I. The Overall Setting

The purpose of this section is to provide a succinct overview of the overall country-specific setting. This setting will be described in five subsections as follows:

- An outline of the key features of the country's development vision and strategies for inclusive and sustainable development and for achieving productive employment and decent work for all. The demographic situation and dynamics, including migration.
- The situation with regard to education, health and human resources development.
- The structure and performance of the economy.
- Inequality, vulnerability and poverty.

### **The overall national development framework**

This section contains a brief review of the overall national development strategy. The focus is on long term and medium (typically 5 years) term overarching strategy and its articulation of main policy frameworks. The aim is to arrive at an understanding of the goals of the overall development strategy/vision, how the country aims to arrive at those goals and the focus and role of productive employment and decent work in the development strategy and vision. The section should provide a brief narrative of the structure and conceptualisation of the development strategy. It should list the main objectives and goals, with particular focus and detail on those that are directly relevant to decent work. It should also highlight employment and decent work related quantitative targets as well as main economic and social targets. It may examine the recent history of achieving such targets, but as a rule not, at this point, make any judgement on the likelihood that current targets will be met.

**Main sources:** National long term and medium term development strategies, national poverty reduction strategies, national employment strategies, national social protection strategies.

# The demographic structure and dynamics

## *Main issues and questions*

The demographic structure and dynamics is an important contextual element as demographic factors are given and cannot be easily influenced or controlled by government in the short or medium term and as they have a strong bearing on the necessity and the ability of the economy to generate productive employment and decent work as well as on social protection.

***Population growth and the age and sex structure of the population.*** The ratio between children and the elderly on the one hand (typically those aged under 15 and over 65) and the working age population on the other hand determines the age-based dependency ratio, i.e. the number of people each working age person has to support. The actual dependency ratio is the ratio between the labour force and the population outside the labour force. The difference between the age-based and actual dependency ratio gives an indication of the scope for improving the actual dependency ratio by increasing labour force participation.<sup>2</sup> The age based dependency ratio has a direct impact on per capita income, poverty and the number of working poor;<sup>3</sup> it also exerts an influence on savings and investments not least in human resources. A distinction should be made between a high dependency ratio due to a large number of youth in the population and a high dependency ratio resulting from a large number of elderly. The demographic structure can be succinctly illustrated in a form of a pyramid expressing the age and sex structure of the population. Changes in the dependency ratio have a direct impact on per capita income and influence the need for increasing labour productivity and incomes in order to reduce working poverty. A high dependency ratio implies that each breadwinner has to support a large number of people and thus needs a higher income to escape from poverty than would have been the case with a lower dependency ratio.

The rate of growth of the total population and of the working age population has a major impact on the need for productive employment and, hence, the subsequent analysis. The current age structure of the population is a main factor in determining the need for employment generation – new jobs – over the next 15-20 year period, the other main factors being the need to reduce unemployment and working poverty.

***Migration.*** The ILO puts forward a rights-based approach to migration which recognizes labour market needs. In countries with substantial number of migrants this aspect should be

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<sup>2</sup> The age-based dependency ratio can be defined as the total population in those outside the labour force (typically under 15 and over 65) divided by the total working-age population. The actual dependency ratio depends also on the labour force participation rate of the working age population and can be calculated as (total population – the labour force) / the labour force.

<sup>3</sup> The working poor are defined as those in the labour force who have employment, but whose income is insufficient to bring themselves and their dependents out of poverty.

incorporated in national development analysis frameworks.<sup>4</sup> The direct impact of migration in countries of origin depends on the significance of migration outflows and the labour market situation, and could result in reducing the rate of population growth and to increase it in countries of destination in situations of net in migration.

Current demographic trends have generated, and are likely to continue generating in some countries, labour and skills shortages. Several countries, in particular industrialized ones, are increasingly concerned about the prospect of labour shortages as a result of rapidly ageing populations. Labour shortages will be particularly strong in sectors requiring certain skills. Some industries, such as health care, education and transportation are already sounding alarm bells. For example, because of the skills shortage, about a million jobs are vacant in Germany today. Almost one in two German companies is looking for skilled people, many of them in manufacturing and services. Germany's rapidly ageing population is threatening to aggravate the skills shortage in several other areas in the coming years. In the Netherlands, for example, demand could create 600,000 new jobs by 2015, but based on demographics, the labour market will only grow by 225,000.<sup>5</sup>

Skills shortages will not be limited to the higher skill segments of the labour market only. In Sweden, some economic sectors such as construction and the engineering industry are facing labour shortages. In the United States shortages will emerge in specific skilled occupations by 2030 as baby boomers start retiring resulting in a shortage of more than 3 million workers with Associate's Degrees. According to some recent forecasts, China will have a shortage 22 million skilled workers by 2020 despite the massive investments the country is making in education<sup>6</sup>.

Migration could have an effect in the age structure of the population in both the countries of origin and destination, as the propensity to migrate is not the same across all age groups, but tends to be higher among young adults. In countries of destination, the two main characteristics of migration flows – the concentration of migrants at young ages at the time of the move and the high labour force participation of migrants at destination – are the basis for arguing that admitting international migrants can be one of the strategies to compensate for the reduction of the working-age population in ageing societies. Migration is also linked to the need for long-term care services in countries where labour is too expensive and no public provisions are in place to afford long-term care (for example, Italy, Germany).<sup>7</sup> While migration is not the sole solution to population ageing, well-managed migration policies and programmes are part of the solution and can bring about mutual benefits for sending and receiving countries.<sup>8</sup>

In countries of origin, migration could have important indirect demographic effects. As migration tends to be highest among young it could often result in lower birth rates, either due to postponement of marriage or because young married couples are separated through the migration

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<sup>4</sup> The implications of labour migration abroad are discussed in greater detail in the section *Labour Migration* below.

<sup>5</sup> Ibid, p. 42.

<sup>6</sup> “Skilled workers shortfall of 40m forecast”, in *The implication of demographic trends for employment and jobs* (Financial Times, 18 Nov. 2012).

<sup>7</sup> ILO: *Employment and Social Protection in the New Demographic Context*, ILC 2013 Report, p.73

<sup>8</sup> Ibid, p.75.

of one of the spouses. However, the demographic impact of migration could depend very much on the type of migration permitting families to stay together or not. The impact will be much smaller if migrants are provided with a work permit that permits them to bring their family members with them or if the separation is for short periods of time than if it is long-term and with no rights to family reunification.

Forecasting or projecting labour and skills shortages require demand and supply models providing labour market information on economic growth, industries, occupations and skill categories. It requires using the following models: demand (new openings = expansion + replacement), supply (supply= school leavers + immigrants + re-entrants) as well as equilibrium (combination of supply and demand), excess supply ((supply + unemployed) – new openings: surplus if  $\geq 0$ , shortage if  $\leq 0$ ), and fluctuations (change in excess supply). In addition, the current age and sex structure of the population, the rate of growth of the population, the total fertility together with information on flows of migration into and out of the country, combined with data on school-leavers and labour force entrants and re-entrants could provide variables to make an assessment of:

- the growth of the economically active population (national and migrant workers) by gender
- labour and skill needs forecast or shortages of migrant workers in countries of destination per skill level, economic sector and occupation, i.e.
- the need for job creation per skill level, economic sector and occupation in countries of origin;
- occupations under pressure by gender
- the dependency ratio and the likely development of the dependency ratio in the years to come;
- the share of children and elderly in the population and the likely development of the number of children and elderly in the years to come, which is important information for social protection analysis.

***Some of the main questions that this section should address are:***

- What has been the growth rate of the economic active population in the past period and what will be the rate of growth in the coming years (migrant and national)?
- What are the main features of the age structure of population (migrant and national)? How has this changed over the past 5-10 years and how is it likely to change in the coming 5-10 years (migrant and national)? What are the main implications of the demographic structure and dynamics on the size of the working age population and on the dependency ratio (migrant and national)?

- Is there significant labour migration into and/or out of the country? If so, what are the main characteristics of this migration? How does it impact the demographic situation and development and the education and skills structure of the population?

### ***Main sources and indicators***

Population censuses offer the most reliable source on size and main characteristics, such as age, sex, country of origin, nationality, etc. of the population. Population censuses often also provide information on migrants living in the country, but less often on citizens of the country living and working abroad and their labour market situation (e.g. working conditions and wages, social security coverage, non-recognition of skills, occupational safety and health, etc). Other sources of population data are demographic and health surveys (DHS) household income expenditure surveys (HIES) and labour force surveys (LFS). A third option is to use international data basis, such as World Development Indicators produced by the World Bank or demographic statistics published by UN DESA. Concerning OECD countries, the OECD organisation is collecting very significant data. Information on fertility is best obtained from demographic and health surveys. For more details on sources, see chapter on *Main Sources of Information* below.

**A Graph** showing age (in five year groups) and sex composition of the total population and of the labour force in the form of a population pyramid (For examples, see Examples of presentations, Graph 1 below). If the migrant population in the specific country is significant it would be important to distinguish the migrant and national figures for all the variables in this Table.

**Table 1.1 Key demographic data**

	5-10 years ago, optional	At present	In 5-10 years time (forecast)
Total population			
Age distribution (by sex)			
- 15			
15 - 24			
25 - 64			
15 – 64			
65 -			
Dependency ratio			
Average annual rate of population growth, %		<b>Average for past 5-10 years</b>	Forecast for next 5-10 years
Average annual rate of growth of working age population		<b>Average for past 5-10 years</b>	Forecast for next 5-10 years
Total fertility rate			XXX
Urbanisation rate, %			XXX
Average household size (total, urban, rural)			
No. of foreign workers in domestic labour force			XXX
No. of own nationals working abroad			XXX
<p><b>Notes:</b> Past and forecast for future rates of population growth can be obtained from national statistics of data.un.org. Past rates of growth of working age population can be calculated from censuses or other national statistics. A forecast of the working age population for the coming 5-10 years can be calculated based on the current age structure of the population (e.g. those aged 10-14 at present will be 15-29 in five years' time and 20-24 in ten years' time).</p> <p><b>Sources:</b> Age and sex structure, rate of urbanisation. Population census (preferred option). National Demographic and Health Surveys, national demographic statistics. Current official estimates if recent census data not available, typically found in national statistical yearbooks.</p> <p>Total fertility rate: Demographic and Health Surveys Migration: World Bank, Migration and Remittances Factbook (<a href="http://www.worldbank.org">www.worldbank.org</a>), National statistics Other options: UN provides comprehensive demographic data (data.un.org). Using data from national sources is preferred.</p>			

***Information contained in the graph (population pyramid) and the table***

- Current age structure of the population by sex
- The size of the working age population relative to the total population.
- A rough picture of the development of the working age population, by sex, in the coming 10-15 years.
- The involvement of the working age population by sex and age groups in the labour force (the magnitude and sex/age structure of the working age population that is non-economically active and not utilised in the labour force.
- A picture of the ‘age’ dependency ratio (non-economically active population / working age population and the impact of youth / elderly on the dependency ratio.
- A picture of the ‘actual’ dependency ratio as well as of the scope to improve this dependency ratio through an increase in labour force participation rate.
- A rough picture of the likely development of the dependency ratio in the coming 5-10 years



- An indication of the magnitude of net migration to/from abroad (given that migration tends to be concentrated to the 20-25/30 age groups).

NOTE: As with Table 1.1, if the migrant population in the specific country is significant it would be important to distinguish the migrant and national figures for all the variables in this Graph.

*Optional: With sub-division of labour force into employed and unemployed in the graph:*

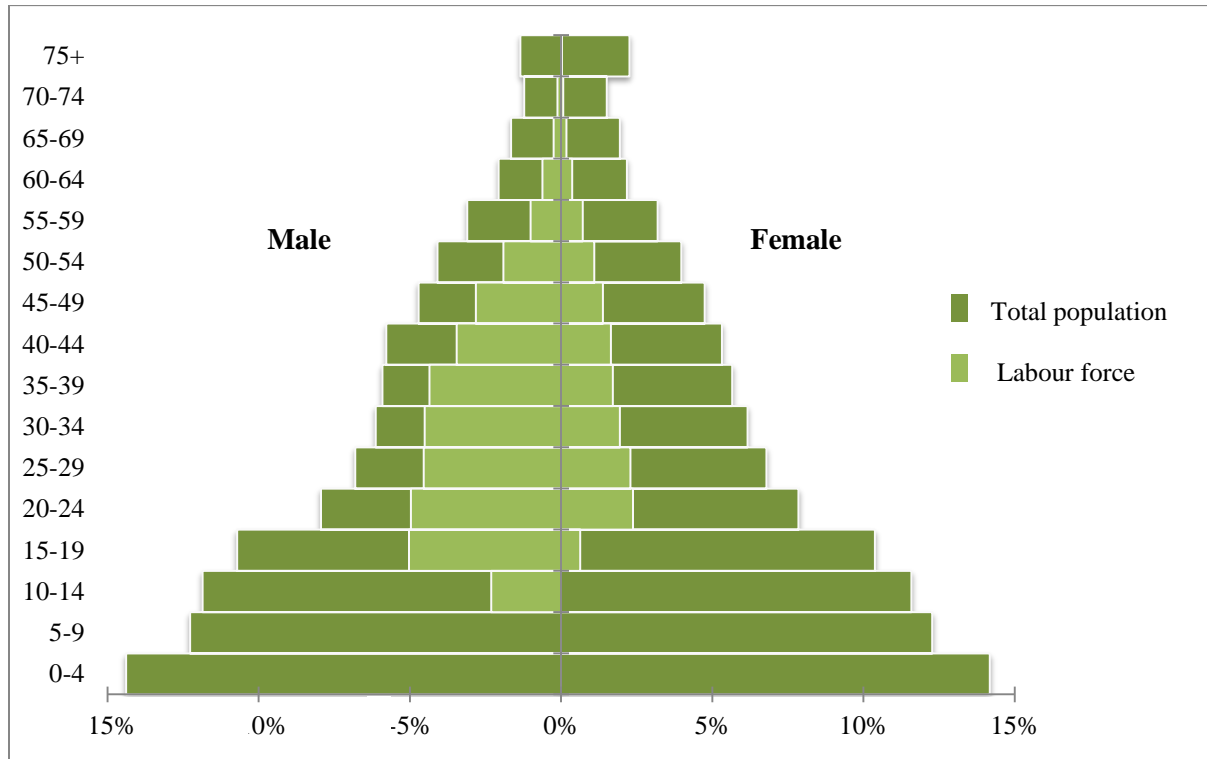
- Employment and unemployment by age groups and sex.
- Difficulties in transition from school to work, by sex.

In countries with large migration in or out of the country, i.e. where remittances amount to at least 10 per cent of GDP or where own nationals working abroad, or migrant workers in the domestic economy, exceeds 10 per cent of the domestic labour force, it is useful to collect the following additional information.

- Number of migrant workers in the national labour force
- Number of own nationals working abroad
- Gross or net flows of labour into / out of the country
- Remittances as % of GDP.
- Any additional available information on the characteristics of migrant workers with regard to sex, age, education etc.

## Examples of presentation

**Graph 1.1: Age and sex composition of the total population and of the labour force in Samoa, 2011.**

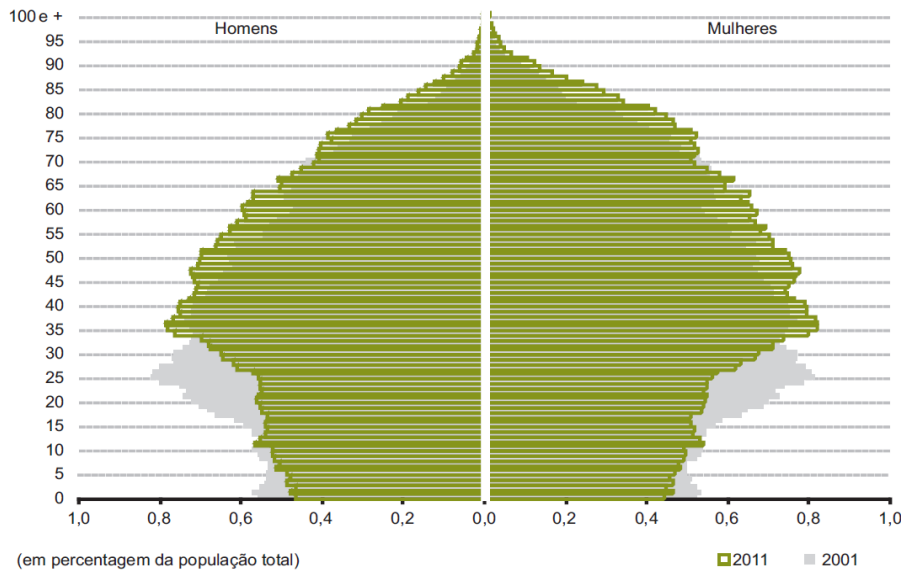


**Sources:** The most recent population census. If no recent census available, from labour force survey or household socio-economic survey

**Possible modification:** Population by broader age groups if division by 5 year groups is not available. Note however that a distinction between up to 15 and 15+ should be made.

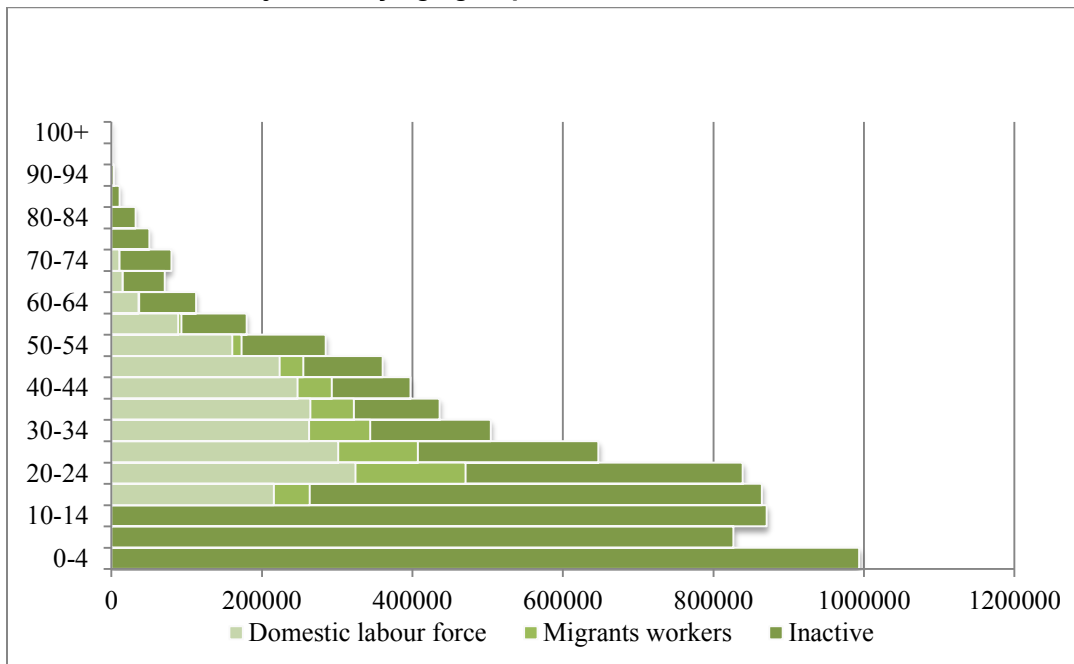
Example of a population pyramid showing the age and sex structure at two points in time.

**Graph 1.2: Population pyramid 2001 and 2011 for Portugal.**



Example of a population pyramid that includes migrant workers abroad.

**Graph 1.3: Economically active, non-economically active and migrant population in Tajikistan by age groups in 2009.**



# Education, skills, health and human development

## *Main issues and questions*

This section reviews human capital as a productive resource. It examines the qualitative attributes that determine an individual's ability to access productive employment and assesses the employability and productive potential of the labour force. At the national level the human resource base sets limits for the capability and capacity to embrace technological advancement, increase labour productivity and returns to labour. At the core are aspects such as education, skills and cognitive abilities but it also includes health aspects and nutrition.

The main indicators can be divided into input factors and output factors. Examples of indicators of input factors in human resources development are public investment in education, the share of education and health expenditure in GDP, teacher to pupil ratios, doctors per 1,000 inhabitants, etc. Output factors can be measured by a series of education and health related indicators, such as literacy rates, education attainment rates, enrolment in education by level of education, transition rates to secondary and tertiary education, completion/graduation rates by level and type of education and other. The qualitative aspect of education is captured by the PISA scores that compare levels of knowledge among students of the same age or in the same grade across countries.<sup>9</sup> Among the important health indicators are infant, child and maternal mortality rates, stunting and wasting among children and HIV/AIDS prevalence. The choice of indicators will depend on their context specific relevance. For instance, indicators such as literacy, basic education and maternal mortality may be highly relevant in least developed countries, while other indicators are more relevant in middle-income countries. All indicators should be broken down by sex and where possible by area of residence.

The employability of human resources refers to the endowments of the labour force with qualitative attributes that enhance their attractiveness on the labour market, their capabilities as independent economic agents, and their productivity. The present level and characteristics of human resources from an employability perspective, the level and quantitative and qualitative characteristics of investments in human resources, and the institutional capacity to invest in human resource development – should all be assessed.

Key questions include:

- What is the educational profile of the working age population. How does it differ between men and women and between broad age groups? Between rural and urban areas? Between persons with disabilities and non-disabled people?

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<sup>9</sup> See [www.pisa.oecd.org](http://www.pisa.oecd.org).

- How has the educational profile of the working age population changed over time?
- What is the current ‘production’ of education and skills and what will be the educational levels of the new young entrants disaggregated by sex into the labour force in the years to come?
- What are the main skills gaps at the level of vocational training? What is the percentage of the employed population with access to vocational training?
- What is the average life expectancy disaggregated by sex and level of infant/child mortality?
- What is the incidence of HIV/AIDS infection disaggregated by sex?
- Do women and men have access to free / subsidised health care?

### ***Main sources and indicators***

Population censuses provide information on the educational level of the population. Information on enrolment and number of students in education can be obtained from national statistics, e.g. national statistical yearbooks. Several international data bases may also be used to obtain information. Notably, UNESCO’s data base on education (<http://www.uis.unesco.org>, WHO’ data base on health indicators (<http://www.who.int/research/en/>) and World Bank’s data base on World Development Indicators. For more details see sources under the respective tables.

**Table 1.2 Educational level of the working age population (15+).**

	Men	Women	Both sexes
<b>None or primary uncompleted</b>			
Primary			
Lower secondary			
<b>Higher secondary</b>			
Tertiary			

**Note:** The educational classification may need to be adapted national classifications, but should as far as possible follow ISCED-2011. A further division of post-secondary education can be done if deemed relevant and if data are available.

**Source:** ILOSTAT (2009-) & LABORSTA (-2008), population census, other major survey such as labour force survey or socio-economic household survey. International data sources, such as WDI.

**Table 1.3 Net enrolment in primary and secondary education, Percentages.**

	5-10 years ago (optional)			At present		
	Boys	Girls	Total	Boys	Girls	Total
Primary education						
Secondary education						
Tertiary education						
Vocational and skills training						
Children not at school						
<b>Sources:</b> National statistics, Unesco ( <a href="http://www.uis.unesco.org">http://www.uis.unesco.org</a> ) World Development Indicators ( <a href="http://data.worldbank.org/country">http://data.worldbank.org/country</a> )						

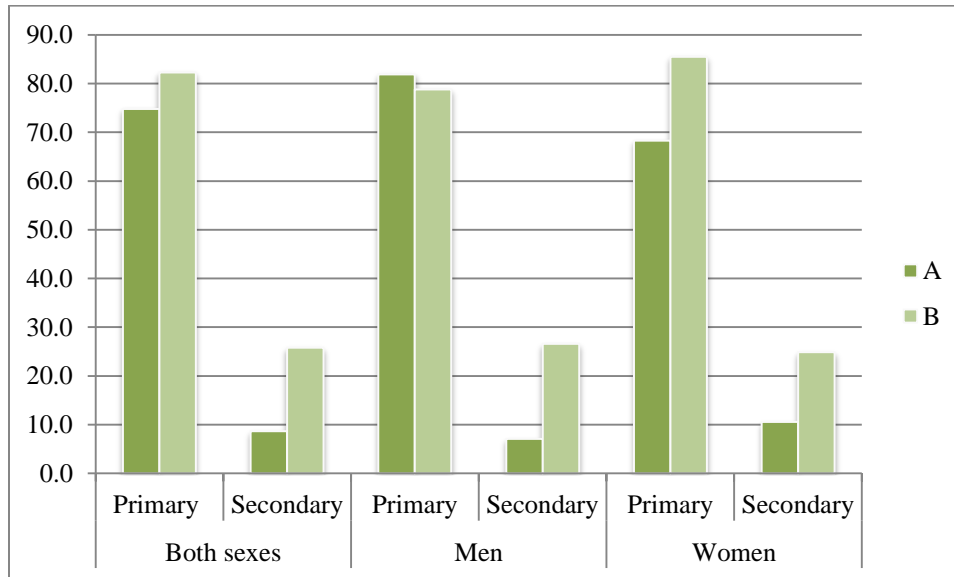
**Hint!** A dynamic picture of changes in the educational structure of the labour force can be obtained by combining information on the educational structure of the current working age population with information on present enrolment rates at various levels of education, which gives an indication of the educational structure of the labour force in the years ahead. An example is given in a Graph 1.4 in the section on Presentations below.

**Table 1.4 Key health statistics.**

	5 – 10 years ago optional	Present
Human development index rak		
Life expectancy at birth		
- Men		
- Female		
Child mortality (under 5), per 1,000 births a)		
Maternal mortality ratio (per 100 000 live births)		
<b>HIV/AIDS infection rate, both sexes aged 15-45</b>		
<b>HIV/AIDS infection rate, females aged 15-24</b>		
<b>HIV/AIDS infection rate, males aged 15-24</b>		
% of people with advanced HIV infection benefitting from Antiretroviral therapy b)		
Prevalence of disability in %		
<b>Public expenditure on health as % of GDP</b>		
<b>% of health expenditures not covered by out of pocket payments</b>		
a) Or Infant mortality rate. b) In countries with high incidence of HIV/AIDS <b>Sources:</b> National demographic and health surveys, national statistics, IMF Government Finance Statistics, WHO ( <a href="http://www.who.int/research/en/">http://www.who.int/research/en/</a> ), World Social Protection Report ( <a href="http://www.social-protection.org/gimi/gess/ShowTheme.action?th.themeld=3985">http://www.social-protection.org/gimi/gess/ShowTheme.action?th.themeld=3985</a> )		

## Examples of presentation

**Graph 1.4** Level of education of the present and future labour force in Tanzania. Percentages.



- A: Primary – Percentage of those aged 15+ with some formal education.  
Secondary – Percentage of population aged 15+ with secondary education or more.
- B: Net enrolment in primary and secondary education, respectively.

## Structure and Performance of the Economy

### *Main issues and questions*

Economic growth and diversification are of fundamental importance to meet the demands of the young entrants into the labour force for productive and decent jobs, to bring down unemployment and to increase the productivity and earnings of the working poor. The focus in this section is on the structure and growth performance of the economy. A more detailed analysis of the relationship between the dynamics of the economy and of employment is undertaken at a later stage. The emphasis of the analysis should be on the medium- to long term dynamics rather than on short term changes. Key questions include:

- What has been the rate of growth of the economy over the past 10-20 years? How does it compare with the rate of population growth? What has been the rate of per capita GDP growth? Has the rate of growth fluctuated greatly from one year to another? Is there any clear trend of accelerating or declining GDP growth?

- What are the main economic sectors in the economy, in terms of their contribution to GDP and in terms of employment? How has the sector composition changed over the past 5 to 10 years?
- Are there indications of problems of competitiveness?
- What is the state of public finances? What are the recent trends of the public debt-to-GDP ratio?
- Are savings / investment rates sufficient to ensure future GDP growth? Are there indications of macro-economic stability?

### ***Main sources and indicators***

The national accounts provide a main source of information on economic development. The UNSTAT international data base on national accounts provides ready-made tables on the sector distribution of GDP as well as absolute figures at both constant and current prices. It is easy to use and allows for long time series. <http://unstats.un.org/unsd/snaama/selcountry.asp>.

Other key economic data are usually both produced and published by national statistical agencies, the central bank (mainly balance of payments, inflation and monetary statistics) and the Ministry of Finance (mainly on the Government budget). These data are also available in international data bases such as those by IMF and the World Bank. For details, see chapter on *Main Sources of Information* below.

A graph showing cumulative GDP growth, population growth and per capita GDP growth over 10-20 years. For examples, see the section on Examples of presentation, below



**Table 1.5 Key economic data, latest year and 5/10 years ago.**

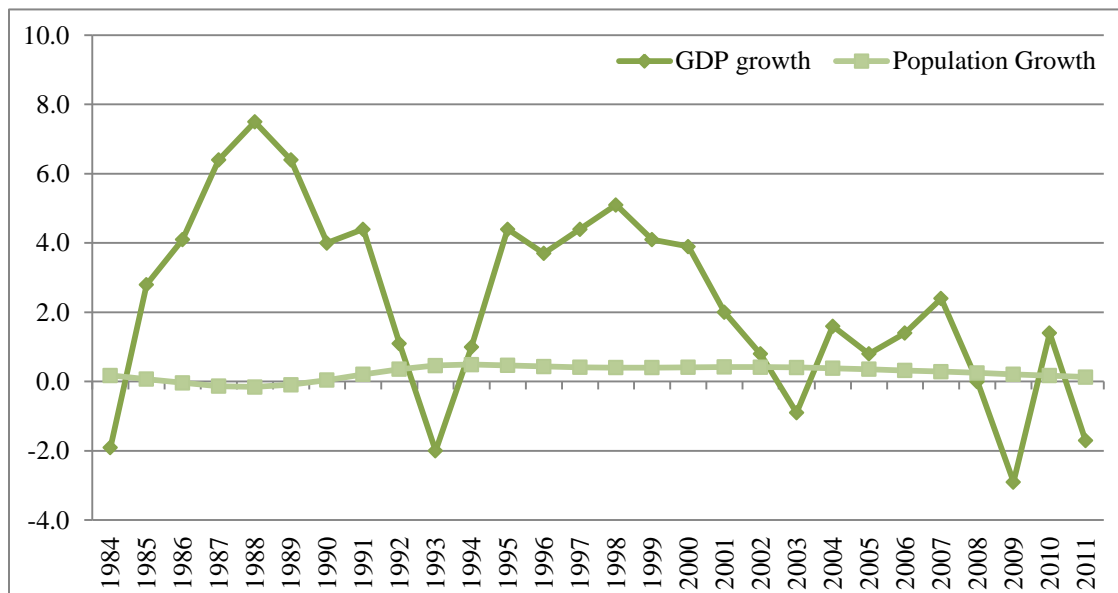
	5 / 10 years ago,	Present
<b>Per capita GDP, USD (a)</b>		
<b>Inflation, CPI, % (a)</b>		
Consolidated government budget revenues , % GDP (b)		
Consolidated government expenditures, % of GDP (b)		
Consolidated government expenditure on Education		
Consolidated government expenditure on Health		
Consolidated government expenditure on Social Protection		
Budget (Cash) deficit / surplus, % of GDP (b)		
Gross fixed capital formation, % GDP (a)		
Gross savings, % of GDP (a)		
Adjusted net savings, % of GDP (c)		
<b>Labour share in GDP, % (d)</b>		
Trade and services balance as % of GDP b)		
Remittances as % of GDP b)		
Development of real effective exchange rate REER, b)		
Real wage growth rate		
<i>Sources:</i> (a) National accounts ( <a href="http://unstats.un.org/unsd/selcountry.asp">http://unstats.un.org/unsd/selcountry.asp</a> ), (b) IMF Article IV reports or National statistics, Public expenditure reviews (PER) (c) World Development Indicators (WDI) ( <a href="http://data.worldbank.org">data.worldbank.org</a> ) (d) compensation of employees as % of GVA, from national accounts if and when available		

**Table 1.6 Sector distributions of GDP and of employment. Percentages.**

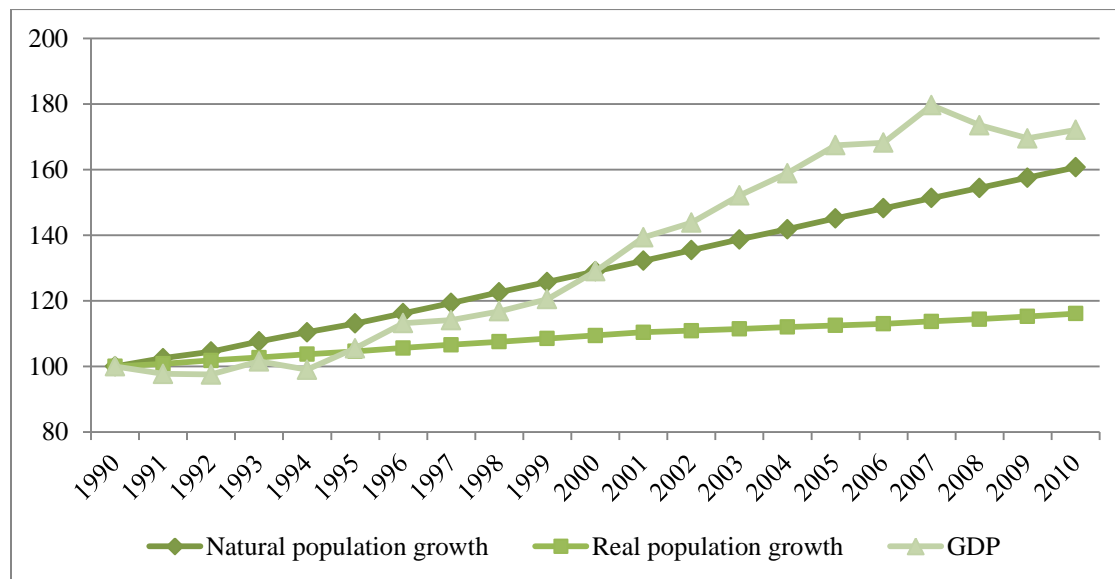
	% of GDP		% of employment	
	5/10 years ago	Present	5/10 years ago	Present
Agriculture				
Industry				
- Manufacturing				
Services				
- Trade				
- Transport and Communication				
- Other services				
<b>Note:</b>	Sector distribution of GDP is available for almost all countries and years. Reliable information of sector distribution of employment is typically only available from labour force surveys, population census or other representative household surveys. The most recent year for which data is available should be chosen as well as for an earlier year for which the same data is available. Note that sector distribution of GDP should be calculated against total value added and not GDP. Development of real effective exchange rate can be found in IMF Article IV reports, usually expressed as an index against a base year.			
<b>Sources:</b>	GDP: National accounts ( <a href="http://unstats.un.org/unsd/selcountry.asp">http://unstats.un.org/unsd/selcountry.asp</a> ), Employment: ILOSTAT & LABORSTA, Labour force surveys, population census.			

## Examples of presentation

**Graph 1.5 Annual rate of growth of population and GDP. Example from Portugal.**

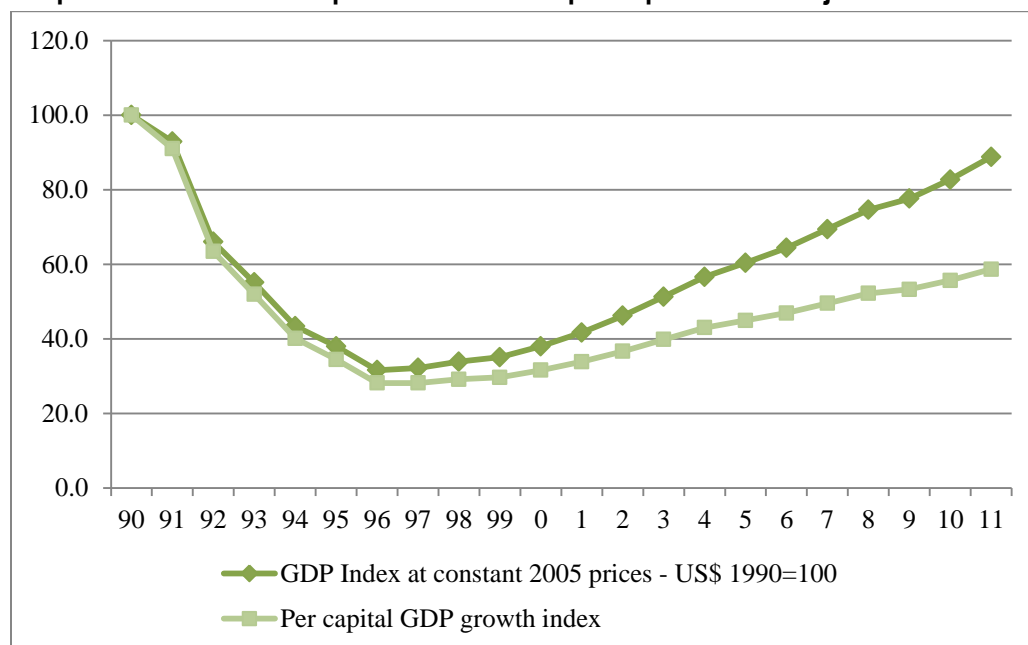


**Graph 1.6 Actual population growth, cumulative natural population growth and GDP growth 1990 – 2010. Example from Samoa.**



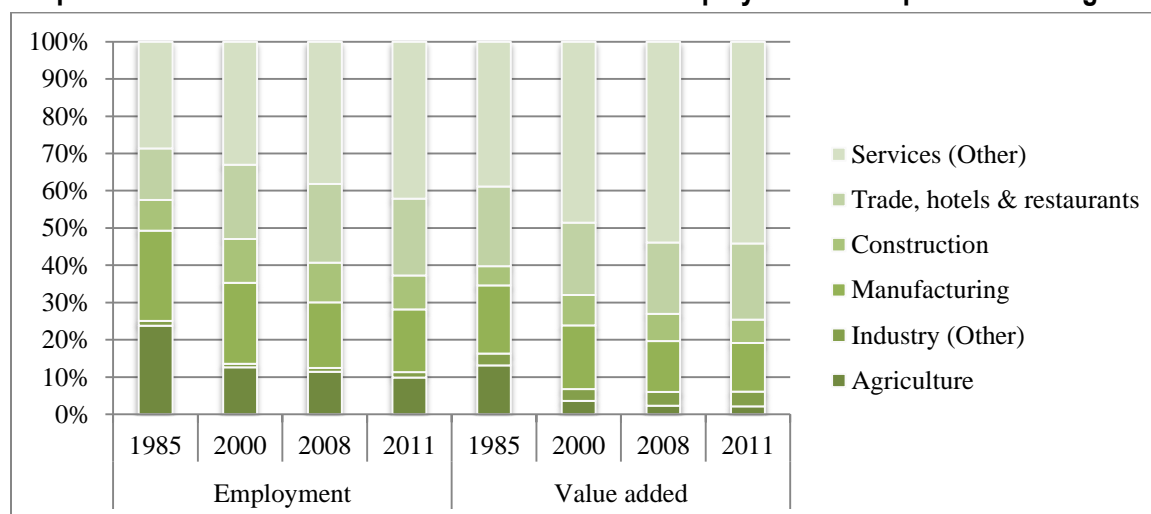
**Note:** In countries with significant net migration it may be useful to calculate real or actual population growth (calculated from census data) as well as natural population growth (excluding net migration). Natural population growth can be calculated as birth (rate) minus death (rate). Actual population growth is best calculated from census data as data on net migration is likely to be less reliable. Information on net migration can either be obtained from national or international statistics, where available, or calculated as real population growth minus natural population growth during the period examined.

**Graph 1.7 Development of GDP and per capita GDP in Tajikistan.**



The time frame used for the analysis can matter greatly. Taking a twenty year perspective rather than a shorter five or ten year perspective can give a totally different picture, as illustrated in the case of Tajikistan, above.

**Graph 1.8 Sector Distribution of GDP and of employment. Example from Portugal.**



# Inequality, vulnerability and poverty

## *Main issues and questions*

Inequality weakens the link between economic growth and employment creation generally and between economic growth and reduction of poverty and working poverty and other dimensions of decent work deficits. Inequality has not only material, but also many non-material dimensions, such as unequal power and voice, unequal access to rights, social protection, social capital etc. These different dimensions of inequality are often linked and tend to reinforce each other. Although the focus in this brief overview is primarily on the material aspects of inequality, other dimensions of inequality should not be forgotten and should whenever possible also be documented.

The Gini coefficient is commonly used to measure income inequality. The Gini coefficient ranges from 0 to 1: the higher the Gini coefficient, the higher the inequality. The percentage share of total income/consumption accrued by each income/consumption decile offers another way of measuring inequality. Absolute equality would imply that each decile accounts for an equal (10 per cent) of the total income/consumption. The higher the share of income or consumption accrued by the top deciles and the lower the share accrued by the bottom deciles, the higher the inequality. By comparing the distribution of income/consumption across the population deciles, one can obtain a good picture of how the total growth in income/consumption has been distributed across income/consumption groups over a specific period of time.<sup>10</sup>

Poverty has both economic and social dimensions as well as both an absolute and a relative dimension. Our concern here is with economic poverty in an absolute sense; an inability to afford basic human needs. The incidence of poverty, that is the headcount poverty rate, is the share of the population whose income or consumption is below a pre-defined poverty line.<sup>11</sup> The poverty line represents the minimum per capita income a household needs in order to achieve a material standard of living that qualifies as ‘not poor’ at a given time and place. Two international poverty lines are used, 1.25 USD 2.00 USD per day. Most countries also have national poverty lines. It is common to have two poverty lines, one for extreme poverty and one for ‘poverty’.

The poverty gap indicates the depth of poverty. This provides information regarding how far below the poverty line poor households are on average. It is obtained by adding up all the shortfalls of the poor (considering the non-poor having a shortfall of zero) and dividing the total

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<sup>10</sup> Such measurements are often presented as *growth incidence curves*. See for example Michael Grimm, Stephan Klasen and Andrew McKay, *Determinants of pro-poor Growth* (Palgrave Macmillan, 2007).

<sup>11</sup> This may be a nationally established poverty line and/or the internationally established poverty lines of a per capita income or consumption level per capita of less than 1.25 USD (PPP) for extreme poverty or of 2.00 USD per day. The 1.25 USD poverty line is linked to the MDG Goal One, ‘To halve extreme poverty...’

by the population.<sup>12</sup> This information is available from household income expenditure surveys and can be broken down by area of residence and other household characteristics, but as a rule not by individual household members.

### ***Key questions***

- What is the situation with regard to economic inequality? Has the situation improved or deteriorated over the past 5/10 years?
- What is the incidence and depth of income poverty?. How has it changed over time? Who are the poor and where do they live?

### ***Main sources and indicators***

Household income expenditure surveys, household socio-economic surveys or other household based surveys, such as living standard measurement surveys, provide the main source of information on incomes, expenditures and on poverty. Information on poverty and inequality can also be found in some international data bases, notably the World Bank’s World Development Indicators.

**Table 1.7**                    **Inequality and poverty.**

	5-10 years ago	Present
<b>Income inequality P90/P10</b>		
Gini coefficient of income or consumption		
Headcount poverty rate (national poverty line)		
- Rural		
- Urban		
Headcount poverty rate (1.25 USD)		
Headcount poverty rate (2.00 USD)		
Poverty gap		
<p><b>Sources:</b> National household socio-economic (income expenditure surveys) or related surveys. Secondary sources include WDI &amp; UNDP Human development reports and country specific poverty analyses.</p> <p><b>Note:</b> As information on poverty, on which the working poverty rate is based, is collected at the household and not at the individual level a meaningful breakdown by sex is not possible.</p>		

<sup>12</sup> For more, please see *Technical note measuring poverty and analyzing changes in poverty over time*, World Bank, [http://siteresources.worldbank.org/INTPA/Resources/tn\\_measuring\\_poverty\\_over\\_time.pdf](http://siteresources.worldbank.org/INTPA/Resources/tn_measuring_poverty_over_time.pdf)

## Optional

In situations where poverty is a major issue and where data are easily available, it may be useful to collect the following information.

- A Breakdown of per capita GDP by regions.

As well as key characteristics of the poor, such as:

- Age-based dependency ratio in poor and in non-poor (or all) households (non-working age population divided by working age population)
- Labour force participation rates by sex, disability status and indigenous identity in poor and non-poor (or all) households.
- Unemployment rates by sex, disability status and indigenous identity in poor and non-poor (or all) households.
- Educational level of working age population or (if not available) of head of household in poor and non-poor households by sex.
- Employment status of employed persons in poor, i.e. the working poor, and non-poor (or all) households by sex.
- Share of informal employment among the working poor and the non-poor (or all employed by sex.
- Sector distribution of the working poor by sex.
- Proportion of the poor (by age group and sex) covered by social protection schemes.

In addition, where possible it could be useful to have information about migrant population, as migration status is often a major source of inequality and social exclusion.

The above information would allow fact-based conclusions on:

- The relative importance / optimal mix of measures to:
  - improve social protection (social transfers and other types of social protection schemes);
  - facilitate labour force participation, in particular for women as well as women and men with disabilities;
  - reduce unemployment, and;
  - improve productivity and incomes of those already employed,in order to reduce poverty, the number of working poor and inequality.
- The desirability of changes in the sector structure of economic growth in order to make growth more inclusive.
- The relative emphasis on increasing productivity and incomes as against increasing jobs in the development of specific economic sectors.
- The importance of addressing informal employment in efforts to reduce working poverty.

- The extent to which informal employment / non-farm self-employment is a result of push or pull factors. Does informal employment and/or self-employment serve as a last resort for those with no alternative sources of living or does it offer attractive job opportunities and an escape from working poverty?
- The extent to which the national social protection system contributes to the reduction of poverty.





## Section II. The Dynamics of Employment, the Labour Market and the Economy

This section aims to:

- A. Describe a broad picture of the quantitative changes of the labour force in the past 5-10 years and in the coming 5-10 years and of the main characteristics of the working age population and labour force (age, sex and education).
- B. Describe who works (and who does not), where and in what capacity/status. Who are the unemployed and who are the working poor.
- C. Describe the dynamics and structure of the economy from the perspective of its strengths and weaknesses in generating productive employment in an inclusive and sustainable manner.
- D. Measure progress (or at least assess the current situation) on generation of productive employment<sup>13</sup> and reduction of the deficit of productive employment
- E. Estimate the need for productive employment creation in a specified time period over the years to come in order to accommodate increases in the labour force and meet targets to increase the employment rate and/or reduce unemployment and poverty/working poor.

→ with a view to:

- assess the need to generate productive employment in the years to come for both women and men and
- identify main challenges that need to be addressed in order to achieve this.

### Labour force participation, employment and unemployment

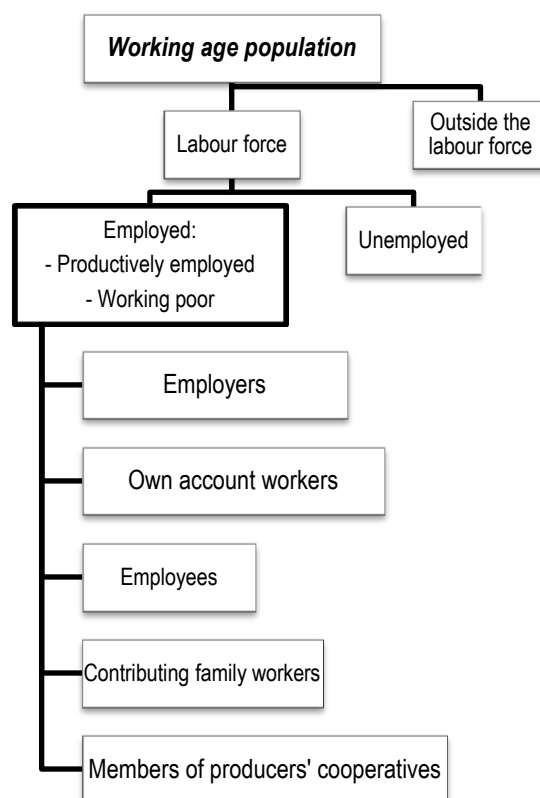
#### *Main issue and questions*

An analysis of the working age population and an overview of the main dynamics and patterns of the labour force and employment – represented by the labour force participation rate and the employment and unemployment rates – provide an initial understanding of the situation in the labour market. The graph below gives an overview of categories of the working age population.

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<sup>13</sup> Productive employment refers to employment that yields sufficient income to allow the worker and his/her household a consumption level above the poverty line. Hence, in all references to productive employment both number of jobs and levels of productivity and income need to be addressed.

**Graph 2.1 Breakdown of working age population and labour force by categories and status.**



As to the characteristics of the working age population, the questions that need to be answered include:

1. What is the share of the labour force in the total working age population? How does the labour force participation rate differ between men and women and across age groups? How has the labour force participation rate changed over time?
2. Who (among the working age population) is employed and who is not (sex, young/others, education, disability)? What have been the main features of the development over the past 5-10 years (when available)?
3. Among those who are not employed. Are they outside the labour force? Unemployed? Look specifically at participation rate of women and at the sex, age, educational characteristics and disability of the unemployed.
4. What are the educational qualifications of the working age population and labour force (by sex and among by broad age groups [young, others]).
5. What is the distribution of the working age population according to labour force status or forms of work?. Does the level of utilisation vary by educational levels, by sex and disability status? Are investments in education and skills put to economic use in the form of employment? Does this differ between men and women?

The analysis is based on a breakdown of the working age population by labour force participants and outside the labour force, and of the labour force by employed and unemployed. It is important to break down all the information by sex and preferably also by broad age groups, rural / urban areas and disability status. Labour force participation rates are often low among those aged 15-24 due to their enrolment in school, but also sometimes due to long transition periods between completing education and finding their first job. Information on the reasons for being outside the labour force is usually available from the labour force surveys and shows if those outside the labour force are in school or involved in housekeeping. Discrepancies in labour force participation rates between women and men can signal gender inequality that should be further examined. Housekeeping, that is still often the preserve of women, affects one's availability to be employed. Better access to child care facilities, but also access to facilities such as tapped water and electricity, ease the burden of housekeeping and frees up time for productive activities.

### ***Main sources and indicators***

Labour force surveys provide the main source of information for the analysis. Labour force data are available from ILOSTAT (recent years), LABORSTA (until 2008) or directly from national statistical offices web-sites. In situations where labour force surveys do not exist, it may be necessary to use data from population censuses or household socio-economic (income-expenditure) surveys. See also chapter on Sources, below.

Data on GDP and value added by economic sectors are available from UN National Accounts statistics <http://unstats.un.org/unsd/selcountry.asp>),

Note that employment and labour force data from different types of sources, such as Household Income Expenditure Surveys or enterprise surveys, are often not entirely comparable, due to differences in definitions and coverage and in survey methodologies.

**Table 2.1 Participation in the labour force**

	5 – 10 years ago			Present		
	Men	Women	Total	Men	Women	Total
Total population, 1,000						
Working age population, 1,000						
In the labour force, 1,000						
Employed, 1,000						
Unemployed, 1,000						
LFP rate, %						
<b>Unemployment rate, %</b>						
<b>Employment to population rate, %</b>						
<b>Youth not in education and not in employment %</b>						
<b>Sources:</b> ILOSTAT, LABORSTA, Labour force surveys, population census, KILM						
<b>Notes:</b> Where available, it would be desirable to have information about labour force participation, employed and unemployed migrant population.						

**Table 2.2 Unemployment rate by sex, are and age groups. Percentages.**

	Total	Age group			By area, Optional	
		15-24	25-34/49	34/49 -	Urban	Rural
Female						
Male						
Both sexes						
<b>Sources:</b> ILOSTAT, Laborsta, National labour force surveys ; Population censuses.						
<b>Notes :</b> Data on unemployment should whenever possible refer to actual unemployment, as found in labour force and other surveys and not on registered unemployment. Labour underutilization indicators (LU1-LU4) may be considered to analyse the unmet need for employment.						

### Optional tables and information

Unemployment by rural and urban areas and sex

Unemployment by level of education and sex.

Unemployment by length of unemployment and sex.

### The role of education in accessing employment – Utilisation of the human resource base by sex and level of education

**Table 2.3. Labour force participation, employment and unemployment by sex and level of education. Percentages of working age population. (Example from Gorontalo, Indonesia, 2010).**

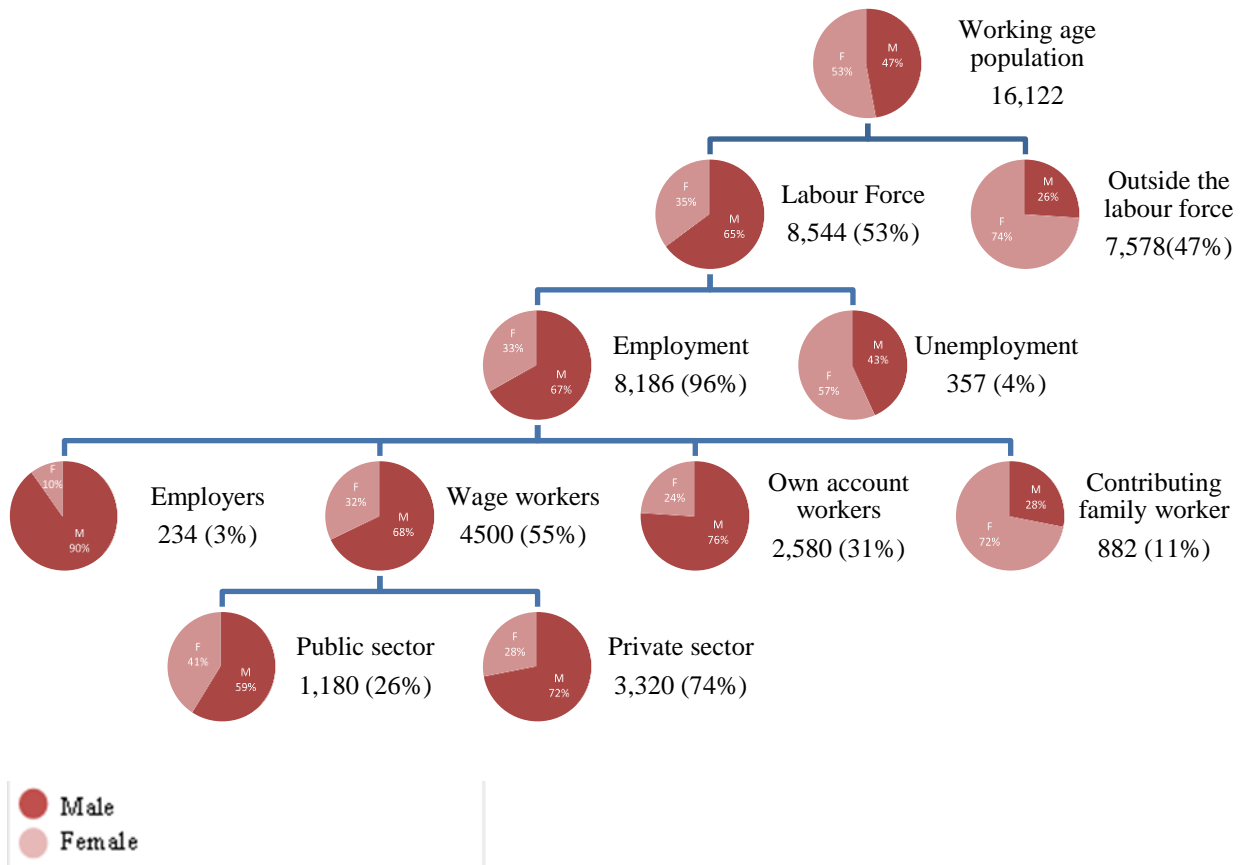
	Primary	Lower secondary	Upper secondary	Tertiary and other post-secondary	Total
<b><i>Working age population</i></b>					
Men	100	100	100	100	100
Women	100	100	100	100	100
Both sexes	100	100	100	100	100
<b><i>In the labour force</i></b>					
Men	90.2	65.2	77.5	95.6	84.1
Women	41.9	37.0	48.6	89.8	44.9
Both sexes	67.2	49.9	62.4	92.1	64.4
<b><i>Employed</i></b>					
Men	88.8	62.1	70.6	89.2	82.3
Women	39.6	32.7	43.0	78.0	41.1
Both sexes	65.4	46.2	56.2	82.3	61.1
<b><i>Unemployed</i></b>					
Men	1.4	3.0	6.9	6.5	2.8
Women	2.2	4.4	5.6	11.8	3.8
Both sexes	1.8	3.7	6.2	9.7	3.3
<b><i>Outside the labour force</i></b>					
Men	9.8	34.8	22.5	4.4	15.9
Women	58.1	63.0	51.4	10.2	55.1
Both sexes	32.8	50.1	37.6	7.9	35.6
<b>Source:</b>	ILOSTAT, Laborsta, Labour force survey or population census				

**Information contained in the table.**

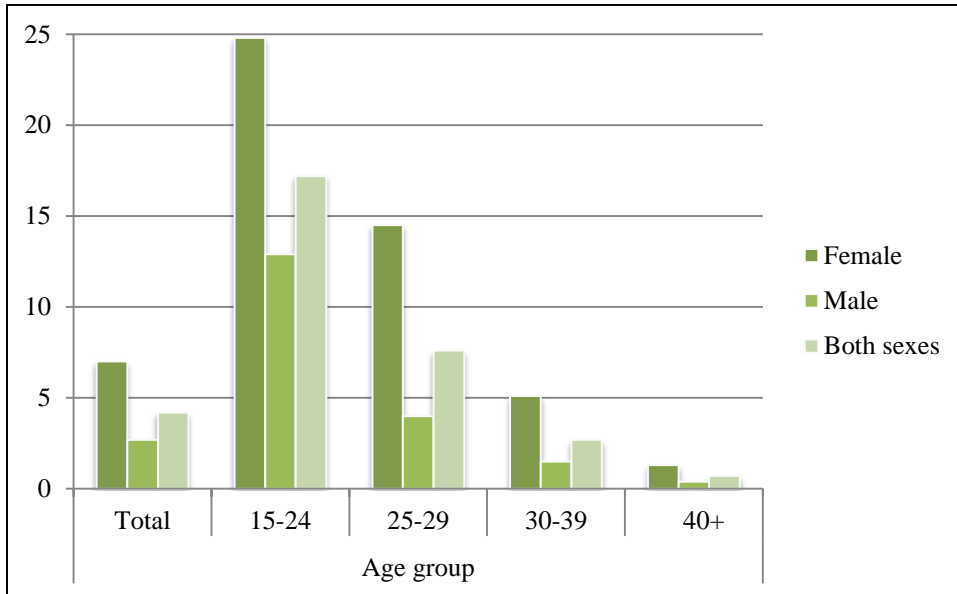
- Utilisation of human resources, by levels of education, in employment, by sex.
- Gender differences in the utilization of human resources, by education.
- The role of education in accessing employment, by sex.
- Exposure to unemployment, by sex and levels of education.

## Examples of presentation

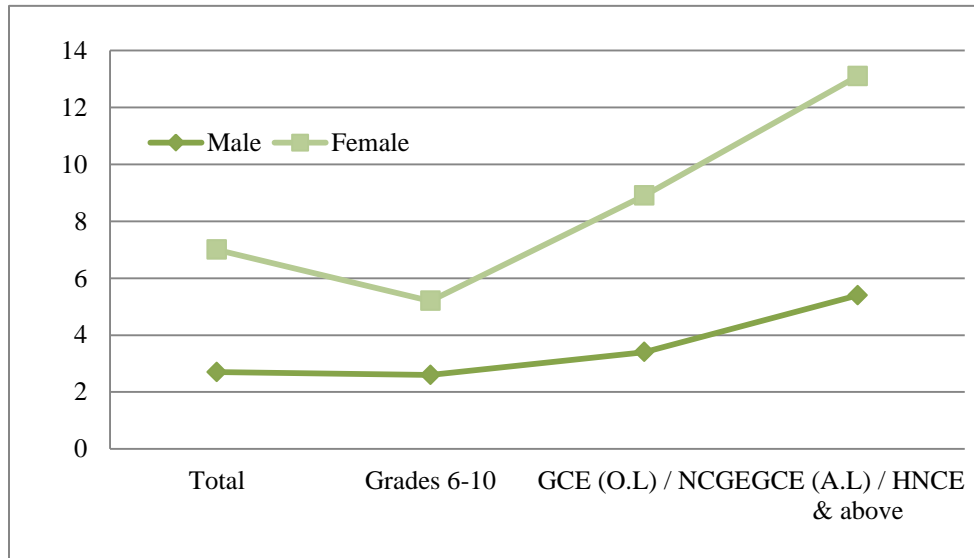
**Graph 2.2** Decomposition of the working age population by labour force participation, labour force status and sex.



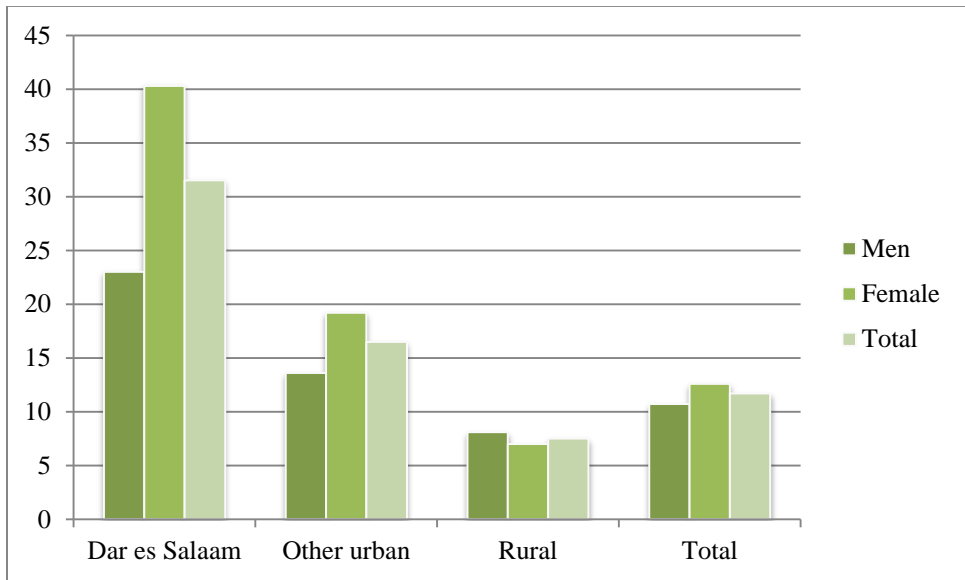
**Graph 2.3 Unemployment rate by age groups and sex. Example from Sri Lanka, 2011.**



**Graph 2.4 Unemployment rate by sex and level of education. Example from Sri Lanka, 2011.**

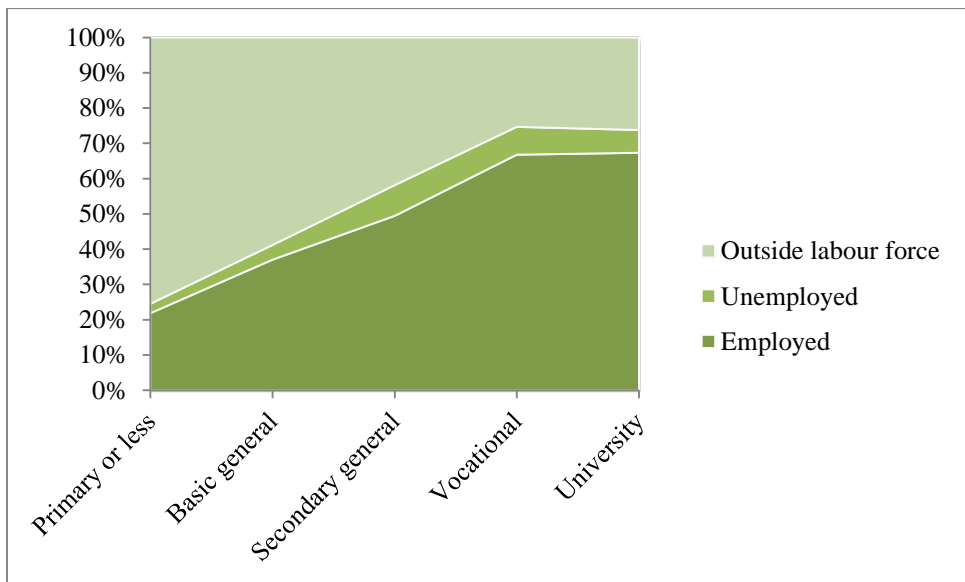


**Graph 2.5 Unemployment by sex and area of residence in Tanzania 2006. Percentages.**



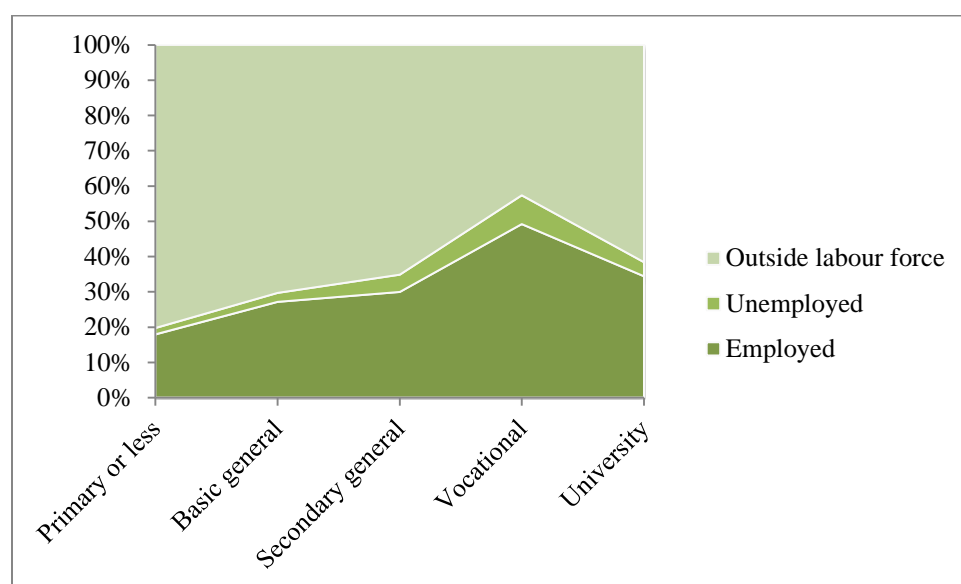
**Graph 2.6 a and b. The role of education in accessing employment - Utilisation of the Human Resource Base by Sex and Level of Education (Example from Tajikistan).**

**Men**





## Women



## Employment by status, informal employment and the working poor<sup>14</sup>

### *Main issues and questions*

Employment by status in employment (ESE) provides information on how jobs held by persons are classified based on the associated type of economic risk and the type of authority of job incumbents over establishments and other workers. Employed persons are classified according to the following categories: (a) employees; (b) employers; (c) members of producers' cooperatives; (d) own-account workers; (e) contributing family workers (formerly referred to as unpaid family workers); and (e) workers not classifiable by status<sup>15</sup>.

<sup>14</sup> This section is based on Decent work indicators: Guidelines for producers and users of statistical and legal framework indicators. ILO 2013 [http://www.ilo.org/wcmsp5/groups/public/---dgreports/---stat/documents/publication/wcms\\_223121.pdf](http://www.ilo.org/wcmsp5/groups/public/---dgreports/---stat/documents/publication/wcms_223121.pdf)

<sup>15</sup> ILO: *Resolution concerning the International Classification of Status in Employment (ICSE)*. Adopted by the Fifteenth International Conference of Labour Statisticians (Geneva, January 1993). Available at: [http://www.ilo.org/wcmsp5/groups/public/---dgreports/---integration/---stat/documents/normativeinstrument/wcms\\_087562.pdf](http://www.ilo.org/wcmsp5/groups/public/---dgreports/---integration/---stat/documents/normativeinstrument/wcms_087562.pdf)

## Concepts and definitions

These groups are defined with reference to the distinction between "paid employment" jobs and "self-employment" jobs. *Paid employment jobs* are those jobs where the incumbents hold employment contracts which give them a basic remuneration not directly dependent upon the revenue of the unit for which they work. *Self-employment jobs* are those jobs where the remuneration is directly dependent upon the profits derived from the goods and services.

*Employees*: workers who hold "paid employment jobs" and can be i) *Employees with stable contracts*: those "employees" who have had, and continue to have, an explicit (written or oral) or implicit contract of employment, or a succession of such contracts, with the same employer on a continuous basis and ii) *Regular employees*: 'employees with stable contracts' for whom the employing organization is responsible for payment of relevant taxes and social security contributions and/or where the contractual relationship is subject to national labour legislation.

*Employers*: workers who, working on their own account or with one or a few partners, hold a "self-employment job", and, in this capacity, on a continuous basis have engaged one or more persons to work for them in their business as "employee(s)". The partners may or may not be members of the same family or household.

*Own-account workers*: workers who, working on their own account or with one or more partners, hold a 'self-employment job' and have not engaged *on a continuous basis* any 'employees' to work for them during the reference period. The partners may or may not be members of the same family or household.

*Members of producers' cooperatives*: workers who hold a "self-employment" job in a cooperative in which each member takes part on an equal footing with other members in determining the organization of production, sales and/or other work of the establishment, the investments and the distribution of the proceeds of the establishment amongst their members.

*Contributing family workers*: workers who hold a 'self-employment' job in a market-oriented establishment operated by a related person living in the same household, who cannot be regarded as partners, because their degree of commitment to the operation of the establishment, in terms of working time or other key factors, is not at a comparable level to that of the head of the establishment.

### ***Informal employment.***

Informal employment is a job-based concept and encompasses those jobs that lack social or legal protections or employment benefits<sup>16</sup> and may be found in the formal sector, informal sector or households. Nearly all categories of informal sector employment are also classified as informal employment. The informal employment rate is an important indicator regarding the quality of employment in an economy, and is relevant to developing and developed countries alike.

Employment in the informal sector is a related and relevant concept that to a different aspect of the informalization of employment. Employment in the informal sector is an enterprise based concept that refers to the total number of jobs in informal sector enterprises. The concept is measured as the number of persons employed in informal sector enterprises in their main job.

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<sup>16</sup> For the purposes of defining informal employment, employees are considered to have informal jobs if their employment relationship is, in law or in practice, not subject to national labour legislation, income taxation, social protection or entitlement to certain *employment benefits* such as advance notice of dismissal, severance pay, paid annual or sick leave, etc.).

The concept of the *working poor* measures how many employed persons, despite being in employment, live in poverty. The working poverty rate gives the percentage of the employed population living in households that are classified as poor, i.e. have income (or consumption) levels below a determined national poverty line. The working poverty rate is an indicator which can be calculated for countries of all income categories.

Employment is the primary means of income generation for the poor. Increasing productivity of the poor, improving their employability and creating productive employment opportunities for the poor is the most important way of fighting poverty. Social protection also plays an important role in reducing poverty, and in providing mechanisms that protect people from falling (deeper) into poverty, thus, in preventing poverty. Poverty is also strongly linked to the size of the household and the household dependency ratio. Households with higher dependency ratios are more prone to be poor. The poverty incidence may often be lower in female-headed households than in households headed by men, but this is primarily due to the fact that female-headed households tend to be smaller and have fewer dependents. The poverty incidence also varies by the age of the head of household, as the dependency ratio is often higher in younger households with many children than older households. However, a high incidence of poverty in younger households may also reflect the fact that young people have difficulties in getting a firm foothold in the labour market.<sup>17</sup>

The relationship between poverty and unemployment is not straightforward. In countries with fairly well developed systems of social protection, nonetheless, poverty among the unemployed is often higher than among the employed. In less developed countries, with little or no social protection poor people cannot afford to be unemployed, but are forced to accept any job, even at extremely low levels of productivity and income. Hence, in these countries unemployment tend to be less frequent among the poor than among the non-poor. There is often also a strong relationship between working excessive hours and working poverty, as in conditions of very low productivity workers often have to work very long hours in order to earn enough to make ends meet.

### ***Key questions***

- What is the share of informal employment in total employment? What are the main features of the changes in these regards over the past 5-10 years (when available)? Has there been a shift from informal to formal employment? How much of the employment growth has been in the formal and informal economy, respectively?
- How widespread is working poverty? How numerous are the working poor and where do they work?
- What is the magnitude of under-utilisation of the employed and what forms does it take?

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<sup>17</sup> For a more detailed, evidence-based examination of the characteristics of the working poor, see KILM, 8<sup>th</sup> Edition (Geneva: ILO, 2011).

## ***Main sources and indicators***

Labour force surveys provide the main source of information for the analysis. Labour force data are available from ILOSTAT (recent years), LABORSTA (until 2008) or directly from national statistical offices web-sites. In situations where labour force surveys do not exist, it may be necessary to use data from population censuses or household socio-economic (income-expenditure) surveys. To gain knowledge on working poverty complementary information needs to be obtained from household income expenditure surveys with an employment module, as information on total income and/or consumption are typically not collected in labour force surveys. See also chapter on *Main Sources of Information*, below.

**Table 2.4 Employed by status / conditions and sex, Number or percentages.**

	5 / 10 years ago			At present		
	Men	Women	Total	Men	Women	Total
Wage employment						
- public sector						
- private sector						
Employers						
Own- account workers						
Members of producers' cooperatives						
Contributing family workers						
<b>Total employment</b>						
% wage employment in non-agricultural employment,						
Informal employment as % of total employment						
<b>Notes:</b>	If data on informal employment is not available, self-employment can be used as a proxy. This proxy is likely to be biased towards an underestimation of actual informal employment and should not be used in situations where there is likely to be high informal wage employment. It is useful to provide separate information on informal non-farm employment.					
<b>Source</b>	<i>Repositories such as ILOSTAT, Laborsta, or national sources such as Labour force survey, or population census or (if neither of the former are available) household socio-economic survey. Be careful about combining data from different types of surveys. Wage data can also be obtained from establishment surveys.</i>					

### **Information contained in the table:**

- The composition of the labour force by labour force status and sex and changes in this composition over time.
- The share informal employment in total employment by sex.
- The extent to which growth in employment has been in the form of informal employment and in vulnerable employment or wage employment, by sex.

### **Optional:**

- Informal employment by rural and urban areas
- Informal employment among employed youth (15-24).

## ***Examples of presentations***

**Graph 2.7** Employed in 2001 and 2006 by status of employment in Tanzania (1,000).



## International Labour migration

### *Main issues and questions*

International migration today is a global phenomenon of growing volume and complexity. Many countries are now both transit and destination countries for migrant workers. Patterns of labour migration movements are also rapidly changing, with increasingly important south-to-south movements, now equalling south-to-north migration (each at a third of the global migrant stock).

Migration is also by large a matter related to the world of work and decent employment opportunities. The ILO estimates that approximately 50 per cent of the 232 million international migrants today are economically active: together with their families, migrant workers comprise over 90 per cent of this total. Almost half of international migrants are women, who increasingly migrate to work on their own, and an eighth are youth between the ages of 15 and 24.<sup>18</sup>

Migration movements have the potential to greatly impact the social and economic well-being of their countries of origin, transit and destination. In destination countries, it can rejuvenate workforces, allow sectors like agriculture, construction and personal services to function, promote entrepreneurship, support social protection schemes, and help meet the demand for skills for emerging high technology industries. In the developing regions, where most migrants come from, positive contributions of migration are reflected, among others, in high remittance

<sup>18</sup> See United Nations, Department of Economic and Social Affairs (DESA), Population Division, Trends in International Migrant Stock: The 2013 Revision – Migrants by Age and Sex, available at <http://www.un.org/en/development/desa/population/migration/data/index.shtml>,

flows, and transfer of investments, technology and critical skills through return migration and transnational communities (diasporas).<sup>19</sup>

On the other hand, the contribution of migration to socio-economic development cannot be dissociated from the protection of migrant workers. Individual migrants' welfare, including their enjoyment of labour and human rights and fair and decent working conditions in countries of destination, is a determinant factor to maximise their contribution to their countries of origin and destination alike. All too often migrants suffer from poor working and living conditions and abuses at all stages of the migration experience.

If not well governed, migration can not only pose important decent work challenges for workers and their families but also bring long term adverse socio-economic costs to countries of origin and destination.

For example in the source countries migration can reduce the pressure on the labour market and the economy to create jobs, at the same time it can provide additional income for households and releases demand constraints on the economy as a whole. These positive impacts can be particularly pronounced in situations where migration results from a severe economic shock in the source country and when there is an urgent need to break a downward economic spiral. However, if not well governed, labour migration would tend to provide temporary benefits at the expense of long term development, as economic development of the source country could be negatively affected, for instance, by brain drain, skill shortages, and inflation due to remittances as well as psycho-social consequences of families' disruption.

Whether labour migration can be of benefit for all or not, depends very much on the policy framework of countries of origin and destination as well as on the bilateral and multilateral cooperation among them. No country can effectively deal with labour migration in isolation. For example, in countries of destination, the positive contribution of migrants depends on whether migrant workers have access to productive employment and decent work, and on equal terms with nationals, as well as the existence of specific measures aimed at facilitating the integration in the labour market, including migrant workers in irregular status or in informal employment and enhancing their access to social security and training opportunities. Non-discrimination and equality of treatment and opportunities for migrant and national workers is important to prevent segmentation of labour markets and protect the rights of migrant workers while preventing social dumping. Similarly, countries of origin and destination can enter into bilateral and regional agreements to govern labour mobility in a concerted fashion with the aim of protecting workers while responding to respective labour market needs.

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<sup>19</sup> International Labour Migration and Development: the ILO perspective. International Migration Brief, ILO, Geneva. [http://www.ilo.org/public/english/protection/migrant/download/mig\\_brief\\_development.pdf](http://www.ilo.org/public/english/protection/migrant/download/mig_brief_development.pdf)

With a constitutional mandate on labour migration and a number of relevant labour standards addressing the protection needs of migrant workers, the ILO is well placed to support constituents to address the challenges of labour migration. The ILO multilateral Framework on Labour migration, adopted by tripartite consensus in 2005, provides a comprehensive set of principle, guidelines and best practices to support constituents in developing and implementing labour migration policies.

***Key questions:***

- To what extent is labour migration captured in national statistics (labour force surveys, population censuses etc.) and what are the definitions used?
- Does the country have a migration policy/law? Is migration an issue that is reflected/included in national employment policies or other economic and social policies? Have the country signed any bilateral agreement/MOU with other countries on governing labour migration?
- What is the magnitude of labour migration, both in and out of the country, and what is the number of migrant workers abroad and/or Fin the national economy of countries of destination?
- What are the main characteristics of migrant workers; age, sex, education and skills, economic sector, occupation, employment status, skill level?
- What are the main characteristics of their migration experience? Is it regular / irregular? What is their duration abroad? Is it mainly short term, seasonal or long term or permanent? What are the main countries of destination and origin.
- What are the main decent work issues (e.g. working conditions and wages, social security coverage, non-recognition of skills, occupational safety and health, etc) facing migrant workers and how can they be addressed.
- What are the main implications and impact of labour migration
  - On migrant workers themselves and their families/households?
  - On economic growth, incomes and poverty in countries of origin?
  - On the national economy in countries of destination?
  - On education and skills (policies)?
  - On countries of destination's labour market and for the labour force that remains in the country of origin?
  - On social protection policies
- Reintegration of return migrants. To what extent and in what form – as wage workers or self-employed - do return migrants gain productive employment and decent work after their return to their home country? What are the characteristics of return migration,(eg voluntary/ forced, prepared/unprepared, etc.) and the experience of migrants in it (eg what skills savings, experiences do they bring home?)

## ***Main sources and indicators***

Labour migration presents a number of thorny definitional and data issues. Should a migrant worker abroad be considered a part of the population and labour force of the country of origin, and if so, for how long? When does temporary migration become permanent? The most common practice, which is based on national account definitions, is to have one year as the cut-off point. As long as the migration does not exceed one year the migrant worker is considered a temporarily absent resident of his country of origin and remittances sent home are counted as ‘compensation of employees’ abroad and included in the national income. If the duration abroad exceeds one year it is considered as emigration and the worker in question will no longer be included in the population and labour force of his/her country of origin. The extent to which migrant workers are included in the labour force of their home country varies greatly. There are strong practical reasons for using and adhering to the national practices in the compilation of statistics and data for adapting the analysis accordingly. It is important to establish precisely what these practices are. Labour force surveys are a first port of call for information on labour migration abroad, as well as for foreign workers in the country. Some, but far from all labour force surveys, collect and provide information on migrant workers abroad.

The ILO International Labour Migration module is a flexible tool to be attached to household-based surveys like Labour Force Surveys (LFS). In 2006-2009, the module was first implemented in Armenia, Thailand, Ecuador and Egypt, and in 2011-2012 in Ukraine and Moldova. The module provides detailed information on: i) scope, scale and geographical coverage of labour migration; ii) socio-demographic characteristics of migrant workers and iii) types of economic activities, working conditions, frequency and duration of trips abroad.

In certain regional context, such as in the EU, intra-regional migration is becoming more difficult to measure, due to reduced barriers for movement, and traditional data sources may become insufficient. Given its flexibility in structure, comprehensiveness in content and intended global coverage, the ILO migration module seeks to mitigate such new challenges. In particular, the ILO migration module could capture migration for less than one year, as recently demonstrated in Moldova and Ukraine, which allows reflecting emerging labour migration realities in some migration corridors.

Specialised migration surveys and surveys of return migrants, where they exist, are valuable sources of information. Basic statistics on migration can be found on <http://www.worldbank.org/migration>.



**Table 2.5 Participation in the labour force in 2004 and 2009, including migrant workers. Example from Tajikistan.**

	2004			2009		
	Men	Women	Total	Men	Women	Total
Working age population(15-64)	1,983,744	1,996,115	3,979,858	2,345,068	2,362,305	4,707,374
Domestic labour force	1,240,753	1,089,853	2,330,606	1,202,347	895,379	2,097,726
- Employed	1,139,149	995,505	2,134,654	1,054,943	801,576	1,856,519
- Unemployed	101,604	94,349	195,953	147,404	93,804	241,208
Migrant worker abroad	302,599	15,338	317,937	490,497	29,391	519,888
Total labour force	1,543,352	1,105,191	2,648,543	1,692,844	924,770	2,617,614
Non-economically active	440,392	890,923	1,331,315	652,224	1,437,535	2089759
LFPR domestic	62.5	54.6	58.6	51.3	37.9	44.6
LFPR total	77.8	55.4	66.5	72.2	39.1	55.6
Domestic employment rate	91.8	91.3	91.6	87.7	89.5	88.5
Domestic unemployment rate	8.2	8.7	8.4	12.3	10.5	11.5
Employment to population rate, domestic	57.4	49.9	53.6	45.0	33.9	39.4
<b>Note:</b>	Working age population includes those temporarily residing and working abroad. In the absence of detailed information on migrant workers it was assumed that all Tajik workers abroad were working.					
<b>Source:</b>	ILOSTAT. LABORSTA, national labour force survey or population censuses.					

Table 2.5 is an example of how a standard table on labour force participation (see Table 2.1) can be expanded to include migrant workers and provide information on both the total picture, the domestic labour force and on the role of labour migration.

A further distinction of the domestic labour force into nationals and migrant workers can be made to capture the role of migration when such information is available. Unfortunately, migration into the country and migrant workers in the domestic economy is often poorly captured in the statistics. Labour force surveys, which are household-based, typically do not capture this category of workers, while establishment surveys tend to only capture regular migrants in formal employment.

**Table 2.6 Migrant workers abroad by main characteristics and duration of stay abroad.**

	Total number	Abroad for		
	Men -----Women	Less than 6 months	7-11 months	12 months or more
Total				
<b>Origin</b>				
Urban				
Rural				
<b>Sex</b>				
Female				
Male				
<b>Age</b>				
15 - 24				
25-34				
35-44				
45 - 64				
<b>Level of education</b>				
Primary or less				
Secondary				
Vocational& technical training				
Tertiary				
<b>Note:</b>	The table will have to be adjusted according to the information available.			
<b>Sources:</b>	Labour force surveys, Population censuses, migration surveys.			

**Table 2.7 Destination countries and occupations for migrant workers.**

	Number		
	Men	Women	Total
<b>Total</b>			
<b>Destination country</b>			
xxxx			
xxxx			
Construction			
<b>Occupation (ISCO-88)</b>			
xxxx			
xxxx			
<b>Notes:</b>	Depending on data availability, a breakdown by sectors can be used instead of occupations.		
<b>Sources:</b>	Labour force surveys, Population censuses, migration surveys.		

**Table 2.8 Rights and working conditions of migrant workers abroad.**

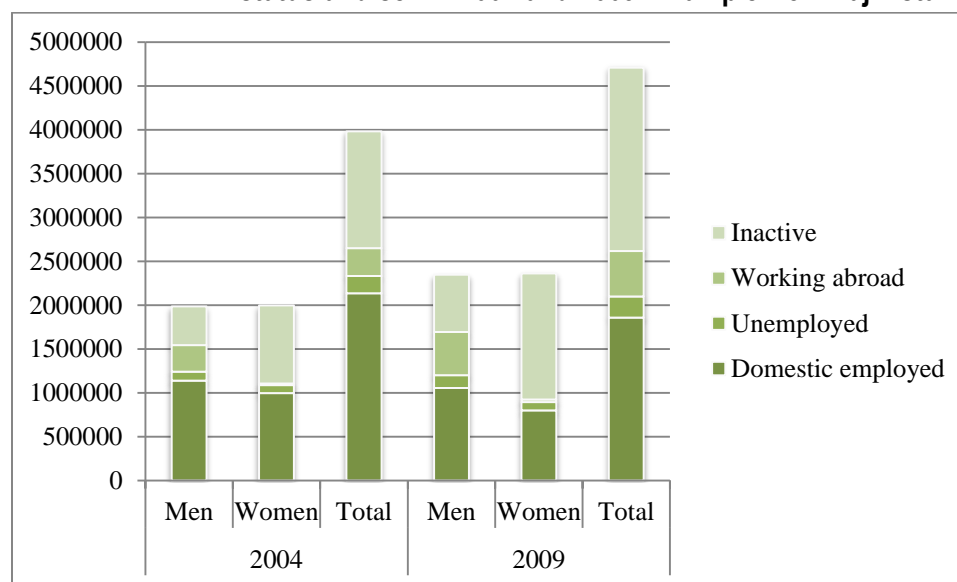
<b>Percentage of migrant workers who have / are entitled to:</b>	<b>Men</b>	<b>Women</b>	<b>Total</b>
Written contract			
Health insurance			
Paid sick leave			
Contributions to pension fund			
Unemployment benefits			
Paid annual leave			
Paid maternity/paternity leave			
Compensation in case of accident at work			
<b>Percentage of migrant workers who have been subjected to:</b>	<b>Men</b>	<b>Women</b>	<b>Total</b>
Excessive working hours (over 48 hours per week on a regular basis)			
Dangerous work / unhealthy working conditions			
Forced to do significantly different work than originally agreed upon			
Involuntary change of employer			
Significant delay or failure to pay agreed wages			
Confiscation of passport or other documents			
Unlawful dismissal			
Sexual harassment / physical abuse			
Refusal to exercise right of organisation			
Harassment by authorities			
<b>Sources:</b> Migration surveys, Labour Force Surveys			

**Table 2.9 Labour force status of returned migrants.**

	Total	Men	Women
Wage employed			
Employer			
Self-employed			
Unemployed			
Inactive			
<b>Total</b>			
- Planning to migrate abroad again within the next 6 months			
<b>Sources:</b> Labour force surveys, population censuses, migration surveys.			
<b>Notes:</b> Return migrants defined as those who have returned within the past six or 12 months.			

*Examples of presentation*

**Graph 2.8 Total working age population, including migrant workers abroad, by labour force status and sex in 2004 and 2009. Example from Tajikistan.**



# Creation of and access to productive employment – A sector analysis

## *Main issues and questions*

Economic growth is a prerequisite for increasing productive employment; it is the combined result of increases in employment and increases in labour productivity. Hence, the rate of economic growth sets the absolute limits within which growth in employment and growth in labour productivity can take place. However, the pattern or nature of growth matters, too. The impact of economic growth on productive employment creation depends not only on the rate of growth, but also on the efficiency by which growth translates into productive jobs. The latter depends on a range of factors, such as the sector composition of growth and the capital/labour intensity of growth within the individual sectors. There is usually a need to increase both the number of jobs and the productivity and incomes from employment. A review of economic development from an employment perspective should therefore assess to what extent economic growth has met both the need for more jobs and for higher productivity/incomes. Such an assessment needs to be broken down by economic sectors to yield meaningful insights. The analysis of the dynamics of the economy and productive employment generation should be undertaken in light of a forecast of the projected need for productive employment generation in the coming years (see next section).

An assessment of economic development should be made from the perspective of inclusiveness and sustainability. A first rough picture can be obtained from casting the performance of the economy against registered changes in income poverty, working poor and from changes in the Gini coefficient. Further analysis of the sectoral and, where appropriate, regional pattern of economic growth disaggregated by sex, when cast against information on who the working poor and the unemployed are and where they are found and on sex disaggregated labour force participation rates, will yield information on the extent to which the pattern of economic development has been conducive to creating productive employment opportunities for the working poor and the unemployed and for both women and men.

The sustainability of economic development has several dimensions. Environmental sustainability, climate change mitigation and adaptation and investments in the young – all need to be effectively addressed to ensure long-term sustainability. The extent to which economic growth is associated with and driven by a productive transformation is of major importance to the sustainability of economic development in medium and long term. In other words, at the heart of successful economic development is a productive transformation process characterised by structural change, adoption of more sophisticated technologies and knowledge and diversification into non-traditional and higher value added goods and services.<sup>20</sup> Such a

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<sup>20</sup> See J.M Salazar-Xirinachs, I Nubbler, R. Kozul-Wright (2014) *Transforming Economies: Making Industrial Policy Work for Growth, Jobs and Development*, ILO-UNCTAD.

development, in turn, needs to be accompanied by a continuous building of knowledge and capabilities at the individual and institutional levels for development.<sup>21</sup> While it would be beyond the scope of the DWCD to explore these aspects in-depth, a first rough indication can nevertheless be obtained and included in this document from an analysis of the sector (and sub-sector) composition of growth, changes in productivity at the sector level and, not least, the share of tradable goods and services in GDP and in GDP growth.

Growth may be concentrated in sectors which are inefficient in terms of generation of productive employment, i.e. with low labour intensity and/or low returns to labour, or in sectors to which the working poor and unemployed have poor access. Growth may also be concentrated in sectors with small multiplier effects. A concentration of growth in sectors with low shares of tradable goods would flag problems of competitiveness and sustainability. An analysis of the sector specific dynamics of growth of value added employment and labour productivity will provide useful insights on most of the above issues. This can be based on a few basic tables depicting economic development over the past 5-10 years, which should include:

- The rate of GDP growth in the past 10-20 years, broken down by periods and by source of growth, i.e. (i) growth of employment and (ii) growth of labour productivity;
- The sector composition of total value added (GDP) and of employment at present and in selected previous years, expressed as percentages;
- The contribution of the main economic sectors to (i) growth in aggregate value added/GDP and (ii) to employment, expressed as percentages;
- Labour productivity by main economic sectors at present and in selected previous years. This may be expressed as an index, with the national average at each year = 100;
- The employment elasticity of growth by main economic sectors (measured over at least a five year period). The rate or percentage growth of labour productivity over the same period(s).

Combined with information on the development of the labour force, employment, productive employment, working poor and unemployment this can yield a quick yet fairly accurate picture of the strengths and weaknesses of economic development from an employment perspective. Some of the questions to be addressed are:

- What has been the performance of the economy – overall and by main economic sectors – in terms of growth of value added/GDP, growth of employment (by sex) and growth of productivity.
- To what extent has economic development been associated with sectoral and structural changes of the economy and of employment?

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<sup>21</sup> For a detailed discussion, see Irmgard Nübler, *Industrial policies and capabilities for catching up: Frameworks and paradigms*, Employment Working Paper No 77 (Geneva: ILO, 2011).

- Are the sectors producing tradable goods and services (agriculture, manufacturing and some services) among the largest sectors in the economy and those that grow fastest?
- What are the most important sectors in terms of employment and in terms of value added? Are these also the main sources of growth of GDP and of employment? What is the sex distribution of employment in these sectors?
- Are the sectors registering the highest economic growth the same as those creating most new employment? Are there sectors where employment growth is much faster than economic growth, i.e. where employment growth is taking place at the expense of productivity? What is the sex distribution of employment in these different sectors?
- How large are the differences in labour productivity between sectors (“structural heterogeneity”)? Have these been decreasing or increasing over time?
- Are there pronounced differences in the sector distribution female and male employment? If so, in which sectors are male and female employment, respectively concentrated?
- What characterises the development of the sectors with a concentration of female / male employment, with regard to employment elasticity of growth, development and levels of productivity?

Economic development should also be assessed from the perspective of inclusiveness. To what extent have the productive jobs created been accessible to the working poor and the unemployed? This will often require a breakdown of economic development by region and/or rural-urban areas and by sex. Information on education and skills requirements of new jobs created or changes in the education and skills composition of the employed by sector and sex, when available, will add key additional information. Some key questions are:

- To what extent have productive jobs been created in the areas (urban/rural), sectors and occupations where the working poor and the unemployed are predominantly found?
- What has been the rate of growth of labour productivity and the contribution of productivity growth to total growth in the sectors with a high share of working poor? To what extent has productivity growth translated into higher wages and incomes?
- Is there evidence of gender-based or disability-based inequality in access to productive employment? If so, is it likely to be due to inequality in terms of employability (education, skills levels) and/or opportunity and access?
- Do the working poor and the unemployed have the necessary education and skills to access the occupations and sectors that are the main drivers of productive employment creation and/or where the best prospects of future productive employment creation are likely to be found?

By way of summing up, it may be useful to assess the relative importance of the factors below as binding constraints to growth of productive employment.

- Rapid growth of labour force.

- Inadequate levels of education and skills.
- Slow economic growth.
- Low quality of growth and/or inadequate structure of growth from the perspective of productive employment creation.
- Inequality (primarily, but not exclusively, between men and women) in access to quality education and skills.
- Inequality (primarily, but not exclusively, between men and women) in access to productive ('high quality') employment.

### ***Main sources and indicators***

Labour force surveys and national accounts (<http://unstats.un.org/unsd/selcountry.asp>) provide the two main sources for this section.

**Table 2.10 Employment by economic sector and sex.**

	5/10 years ago			At present		
	Men	Women	Total	Men	Women	Total
Agriculture						
Industry						
o Manufacturing						
Construction						
Services						
o Trade						
o Transport and communication						
o Services						
All sectors						
<b>Notes:</b>	Use as far as possible ISIC Rev. 3 or 4 as a basis for sector breakdown and sector definitions. The sector breakdown in UN National Accounts statistics <a href="http://unstats.un.org/unsd/selcountry.asp">http://unstats.un.org/unsd/selcountry.asp</a> , provide a useful if somewhat broad breakdown. Make sure that the sources for data on employment by sector and the source for data on value added by sector adhere to the same definition and categorisation of economic sectors. A more detailed breakdown, for instance breaking down services into more categories, can be made to include information on sectors of particular importance in the specific country.					
<b>Sources:</b>	GDP: National accounts ( <a href="http://unstats.un.org/unsd/selcountry.asp">http://unstats.un.org/unsd/selcountry.asp</a> ), Employment: ILOSTAT, Laborsta, Labour force surveys, population census.					

**Table 2.11 Growth of employment, GDP and productivity by main economic sectors. Index: Base year = 100.**

	Employment			GDP	Productivity
	Men	Women	Total		
Agriculture					
Manufacturing					
Construction					
Trade, hotel & restaurants					
Transport & communications					
Other services					
All sectors					
<b>Sources and notes:</b>	See Table 2.10				



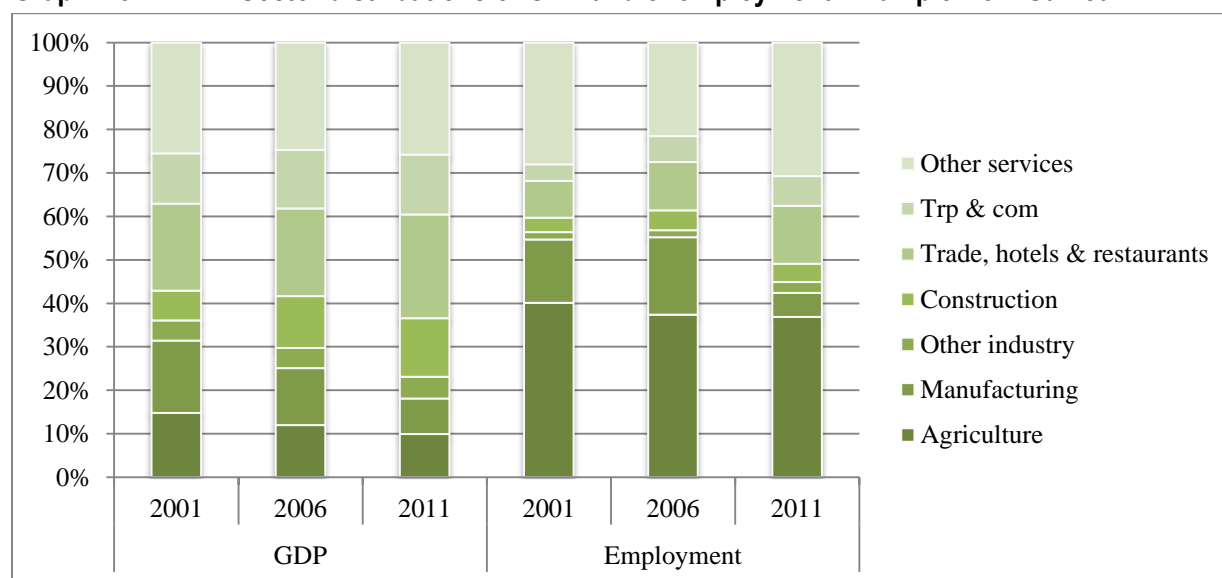
**Table 2.12 Sector contribution to growth of employment and GDP, productivity growth and employment elasticities by sector, labour productivity (Example from Gorontalo, Indonesia).**

	Change 5/10 years ago – today				Productivity Index, national avg = 100 for each year	
	% share of growth		Productivity growth, %	Employment elasticity	5/10 years ago	Today
	Of employment	Of GDP				
Agriculture	12.0	27.6	139.0	0.1	54	70
Industry	27.3	16.3	-11.7	1.2	256	122
Manufacturing	6.2	6.5	9.0	0.8	163	96
Services	60.7	56.1	66.5	0.4	134	120
Trade	20.0	13.1	45.6	0.5	109	86
Transport & com	7.9	11.7	122.7	0.2	115	138
Other services	32.8	31.3	35.0	0.4	140	105
ALL SECTORS	100	100	85.6	0.3	100	100

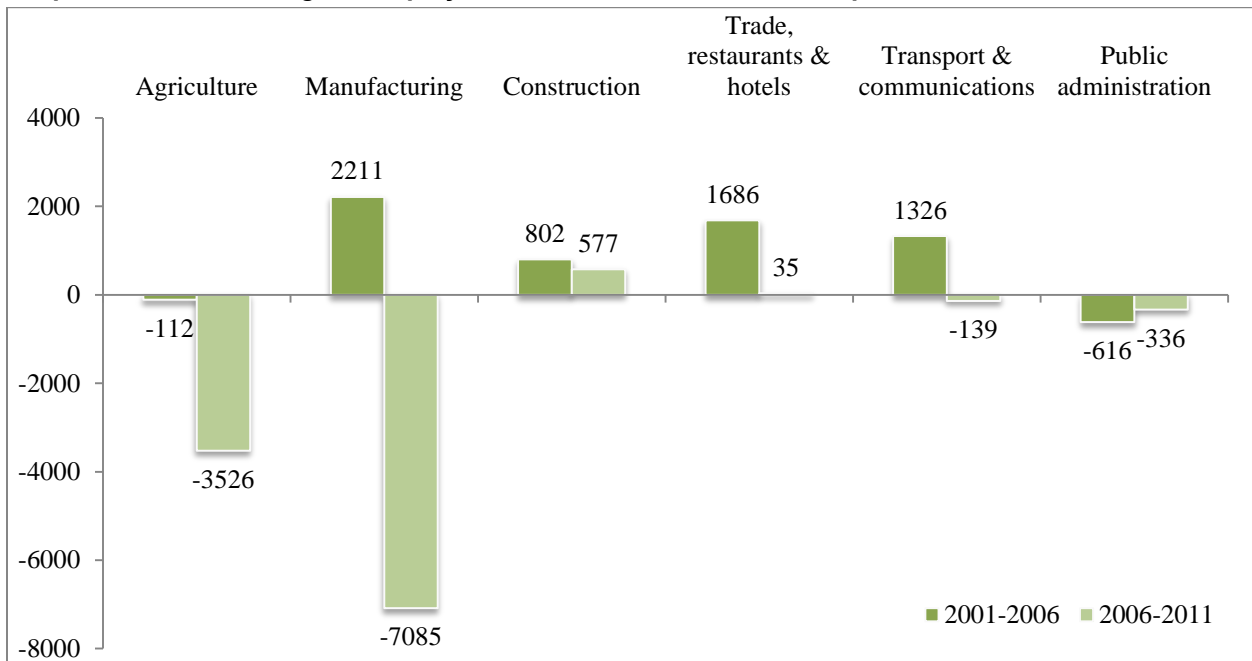
**Sources:** See Table 2.10

*Examples of presentation*

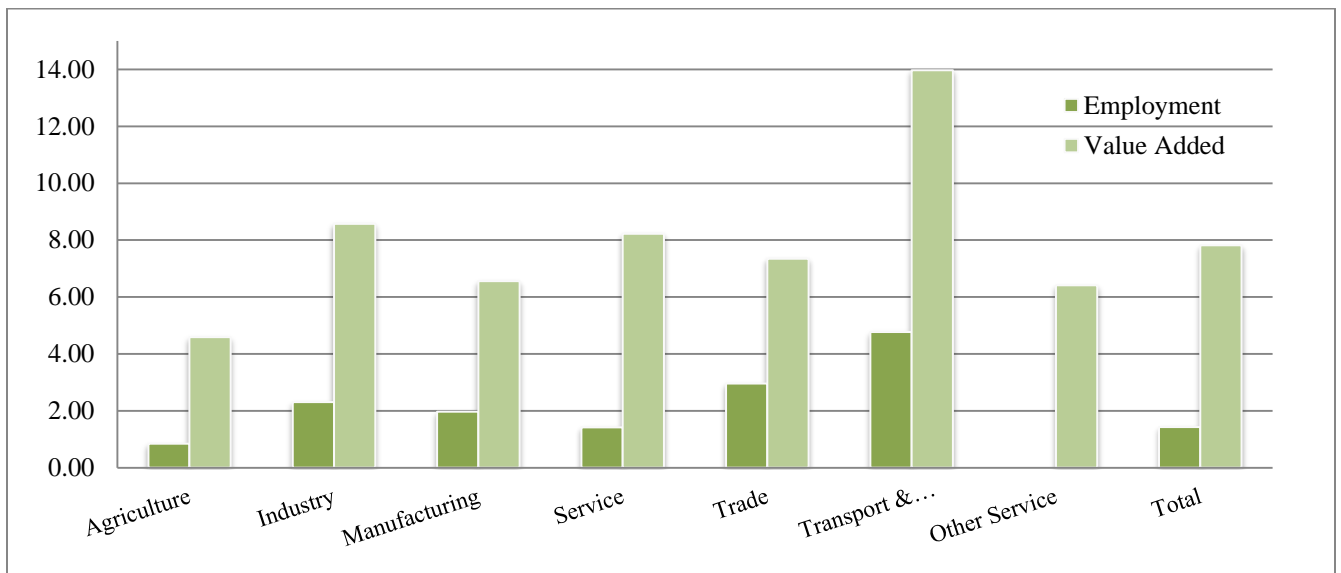
**Graph 2.9 Sector distributions of GDP and of employment. Example from Samoa.**



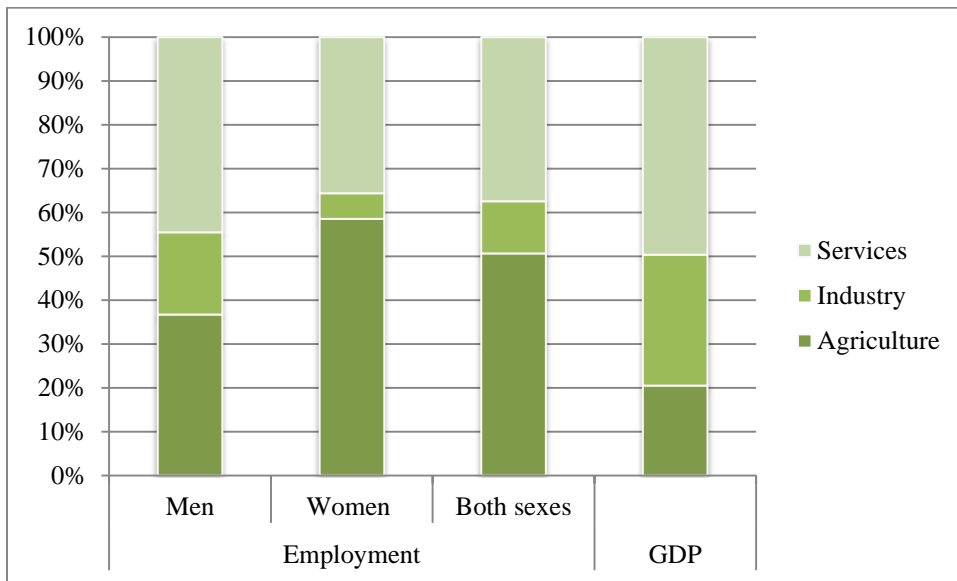
**Graph 2.10 Change in employment in selected sectors. Example from Samoa.**



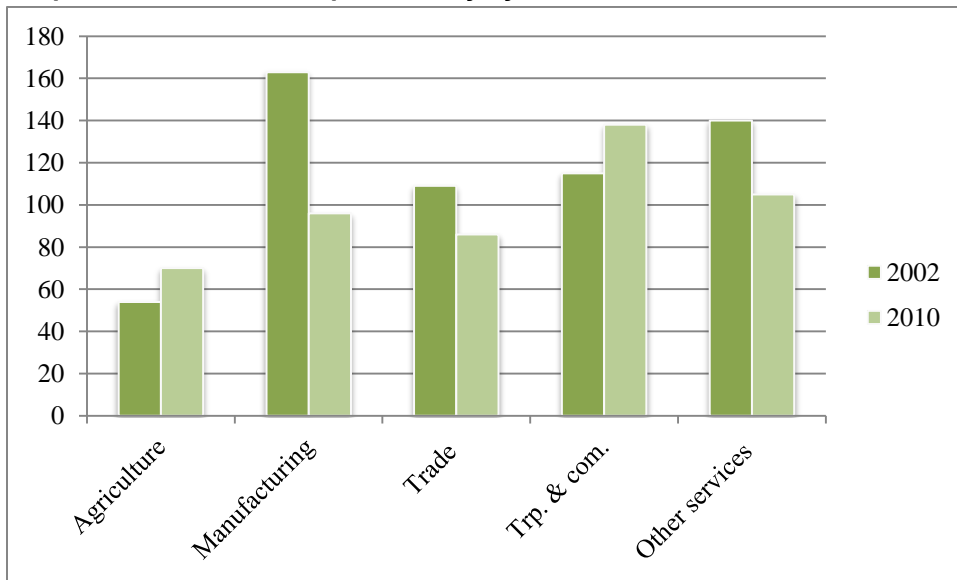
**Graph 2.11 Average annual growth of employment and value added. Example from Sri Lanka, 2003 to 2010.**



**Graph 2.12 Sector contribution to growth of employment, by sex, and to value added (GDP) in Tanzania 2001-2006. Percentages.**



**Graph 2.13 Labour productivity by sectors in 2002 and 2010 in Gorontalo, Indonesia.**



# Creation and access to productive employment – A sustainable enterprise analysis

## *Main issues and questions*

The importance of enterprises as the principal source of growth and employment cannot be overstated. According to the 2007 Conclusions on the Promotion of Sustainable Enterprises, this policy is about strengthening the rule of law, the institutions and governance systems which nurture enterprises, and encouraging them to operate in a sustainable manner. Central to this is an enabling environment which encourages investment, entrepreneurship, workers' rights and the creation, growth and maintenance of sustainable enterprises by balancing the needs and interests of enterprise with the aspiration of society for a path of development that respects the values and principles of decent work, human dignity and environmental sustainability.

## *An environment conducive to sustainable enterprises*

The 2007 Conclusions identified 17 conditions for an environment conducive to the promotion of sustainable enterprises as follows:

### Conducive environment for sustainable enterprises

#### **Economic elements**

- Sound and stable macro-economic policy and good management of the economy
- Trade and sustainable economic integration
- Enabling legal and regulatory environment
- Rule of law and secure property rights
- Fair competition
- Information and communications technology
- Access to financial services
- Physical infrastructure

#### **Social elements**

- Entrepreneurial culture
- Education, training and lifelong learning
- Social justice and social inclusion
- Adequate social protection

#### **Political elements**

- Peace and political stability
- Good Governance
- Social dialogue
- Respect for universal human rights and international labour standards

#### **Environmental elements**

- Responsible stewardship of the environment

### *Key questions*

- What are the main characteristics of the enabling environment in the country and is it conducive to sustainable enterprises? Which of the conditions above pose the most serious constraints to the development of sustainable enterprises in the country and based on what evidence can this be ascertained?
- How does the country feature in terms of competitiveness according to the international surveys of competitiveness namely the Global Competitiveness Report and the World Competitiveness Yearbook ?
- What are the main challenges facing the micro and small enterprises?
- What are the most problematic factors for doing business in the country ?
- What are the most frequently reported major obstacles in the business environment for firms ?

### *Main sources*

- ILO Enabling Environment for Sustainable Enterprises <http://eese-toolkit.ilo.org/>
- World Competitiveness Yearbook [www.imd.org/wcc/wcy-world-competitiveness-yearbook/](http://www.imd.org/wcc/wcy-world-competitiveness-yearbook/)
- Doing Business <http://www.doingbusiness.org/>
- Global Competitiveness Report [www.weforum.org/reports/global-competitiveness-report-2014-2015](http://www.weforum.org/reports/global-competitiveness-report-2014-2015)

## **Estimation of deficits of productive employment and forecasts of the need for creation of productive Jobs**

### *Main issues and questions*

An analysis of the past trends labour market trends, characteristics of the labour force and the employed and of the ability of the economy to generate productive employment needs to be cast against a forecast of the need for generation of productive employment in the years to come.

Forecasting the need for productive employment generation with a view to setting employment targets and employment labour market diagnostic analysis are complementary activities. The former tells what will need to be achieved in the years to come in terms of productive employment generation, while the latter allows identifying and understanding some of the challenges that must be overcome in order to reach the target.

In recognition of the importance of productive employment and decent work in the eradication of poverty (Millennium Development Goal 1: to eradicate extreme poverty and hunger) a new

MDG target was added in 2008 *to achieve full and productive employment and decent work for all, including women and young people*. This new MDG target includes four indicators among which the indicator related to the concept of **working poor** provides a direct, quantifiable link between the two objectives of poverty reduction and placing employment at the heart of development strategies.<sup>22</sup> This concept makes it possible to derive targets for productive employment from already established poverty reduction and unemployment targets. This serves the purpose to bridge economic analysis and policy with employment and labour market analysis and policy and to cast light on issues of policy coherence. In addition, deriving these targets helps to overcome the gap between establishing what needs to be achieved and how it can be achieved. Lastly, it puts employment in the focus of policy-making by means of quantification of employment targets.

The precise nature of employment targets will obviously vary from country to country. Overall targets for increasing productive employment, reducing the number of working poor and unemployment may be complemented with specific targets to increase youth employment, address gender inequality, reduce regional differences in employment, etc. A breakdown of employment targets by sex is to be recommended, although it should be noted that poverty is measured at the household and not at the individual level, which makes a disaggregation by sex difficult. Where appropriate, targets may also be related to specific, vulnerable groups e.g. indigenous or disabled persons.

While the reduction of the number of working poor tends to be the key issue in less developed countries, many developed countries also face serious deficits of productive employment in the form of high unemployment and, not least, very high youth unemployment. In either case it is an expression of a lack of productive employment, although the response by those affected differs depending on their economic circumstances, access to social protection and institutional factors.

Targets aimed at reducing the deficit of productive employment, both in its guise of working poverty and of unemployment, are arguably in most instances more relevant than targets focusing exclusively on unemployment or on job creation irrespective of levels of productivity and income. It is also possible to translate sector specific economic growth targets into sector specific employment forecasts / targets. Sector specific analysis can also provide information on the sector specific potential for employment generation

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<sup>22</sup> See *Guide to the new Millennium Development Goals Employment Indicators* (Geneva: ILO, 2009). Also, a detailed conceptual and empirical analysis of all four of these indicators in the context of Sub-Saharan Africa is provided in Theo Sparreboom and Alana Albee (eds.), *Towards Decent Work in Sub-Saharan Africa: Monitoring MDG Employment Indicators* (Geneva: ILO, 2011).

## Key issues and questions

1. What is the magnitude of the current deficit of productive employment? How has it developed over time? To what extent does it take the form of working poor? Of unemployment?
2. What will be the growth of the working age population in the next five to ten years and how many productive jobs will need be created for women and men in order to accommodate the expected growth of the labour force and to reduce unemployment and working poverty (to pre-established targets).

**Table 2.13** Past growth of productive employment and projected need for productive employment. Thousands, except where otherwise stated. Example from Tanzania.

				Total change		Annual change	
	2001	2006	2015	2001-06	2006-15	2001-06	2006-15
Working age population	16335.2	21117.4	28058.2	4782.2	6940.8	956.4	771.2
Labour force	14695.8	18351.0	25140.2	3655.2	6789.2	731.0	754.4
Unemployed	1895.8	2147.1	1257.0	251.3	-890.1	50.3	-98.9
Employed	12800.0	16203.9	23883.2	3403.9	7679.3	680.8	853.3
Working poor	4160.0	4974.6	4776.6	814.6	-198.0	162.9	-22.0
Productively employed	8640.0	11229.3	19106.6	2589.3	7877.2	517.9	875.2
Unemployment rate, %	12.9	11.7	5.0	-1.2	-6.7	-0.2	-0.7
Working poverty rate, %	32.5	30.7	20.0	-1.8	-10.7	-0.4	-1.2

**Notes:** Employment and unemployment are based on national (broad) definition of unemployment, which includes the standard international definition + those available but not actively looking for work + those with marginal attachment to the labour market. The use of a stricter definition would have reduced the number of unemployed and increased the number of working poor.

Estimates of working age population and labour force based on age structure of population as in DHS 2010 and assuming unchanged labour force participation rate between 2006 and 2015. The forecasts are based on the official targets to bring down unemployment to 5 per cent and working poverty to 20 per cent by 2015.

Information contained in the graph:

- Growth of labour force overtime and projection of future growth.
- Development of productive employment, working poor and unemployed over time, both in absolute terms and as share of the total labour force.
- Projected need to increase productive employment and to reduce the number of working poor and unemployed in the coming period in order to meet established targets for poverty reduction and unemployment.

Table 2.14, below, provides an example of how labour migration abroad can be factored into the scenarios and on how different scenarios based on different assumptions about the future development of the labour force participation rate can be developed.

**Table 2.14 Past levels of productive employment and projected need for productive employment by 2020. Thousands. Example from Tajikistan**

	2004	2009	2020A	2020B	2020C	2020D
Working age pop	3979.9	4707.4	6196.0	6196.0	6196.0	6196.0
Total labour force	2648.5	2617.6	3480.2	3482.2	4123.2	4185.2
Migrant workers	317.9	519.9	662.9	519.9	519.9	260
Domestic labour force	2330.6	2097.7	2817.3	2962.3	3603.3	3925.2
Unemployed	196.0	241.2	162.0	170.3	205.4	223.7
Employed, domestic	2134.6	1856.5	2655.3	2791.9	3398.0	3701.5
Working poor, domestic	1447.3	811.3	580.2	610.0	742.5	808.8
Productively employed	687.3	1045.2	2075.1	2181.9	2655.5	2892.7
Unemployment rate	8.4	11.5	5.7	5.7	5.7	5.7
Working poverty rate	67.8	43.7	21.9	21.9	21.9	21.9
Domestic decent work deficit	1643.3	1052.5	742.2	780.3	947.8	1032.5
Total decent work deficit	1961.2	1572.4	1405.1	1300.2	1467.7	1292.5
LFPR total	66.5	55.6	56.2	56.2	66.5	67.5
LFPR domestic	58.6	44.6	45.5	47.8	58.2	63.4
<b>Scenario A</b> Same age specific total and domestic labour force rates and migration rates as in 2009.						
<b>Scenario B</b> Same age specific total labour force rate as in 2009 and same total number of workers abroad as in 2009.						
<b>Scenario C</b> Increase of the total labour force participation rate to 2004 level and same total number of workers abroad as in 2009.						
<b>Scenario D</b> Increase of the total labour force participation rate to 2004 level and reduction of number of migrant workers to half the 2009 level.						
<b>Notes:</b>	Working age population based on actual population by age groups in 2010 census and assumes a 2 per cent mortality rate over the period across the relevant age groups. Total labour force participation rate includes both the domestic labour force and migrant workers. The domestic labour force participation rates only include the domestic labour force. Working poverty rate based on poverty rates from Living Standards Measurement Surveys and a ratio of working poverty to headcount poverty of 0.936 (2007 figures).					
<b>Sources:</b>	Census 2010; LFS (2009).					

Based on the information in Table 2.14, a table showing the annual past and forecasted need for annual growth of employment and productive employment can be produced. This can give a clearer picture of past performance and the employment challenges ahead and in particularly useful in situation when the periods studied are of different length.

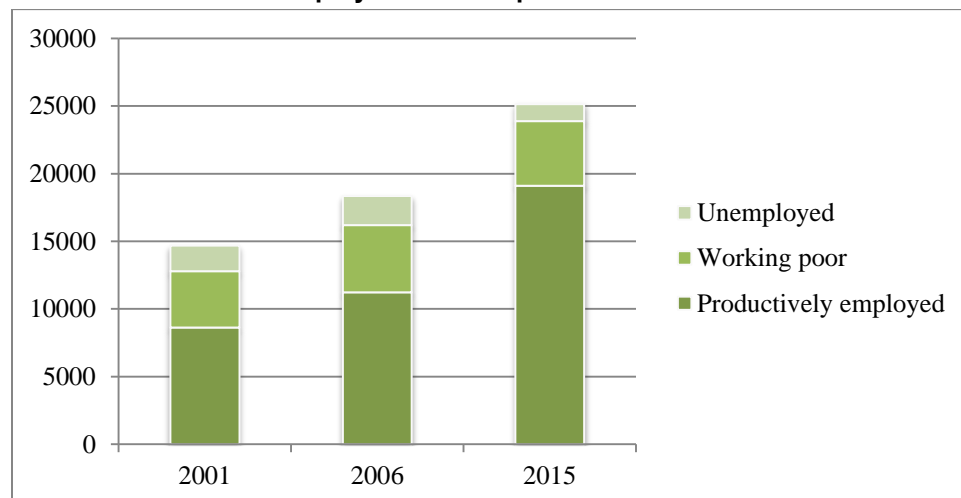
**Table 2.15 Annual growth of productive employment 2004-2009 and projected need for growth of productive employment under different scenarios until 2020.**

	2004-2009	2009-2020A	2009-2020B	2009-2020C	2009-2020D
Total labour force	-6.2	78.4	78.6	136.9	142.5
Domestic labour force	-46.6	65.4	78.6	136.9	166.1
Domestic employment	-55.6	72.6	85.0	140.1	167.7
Productively employed	71.6	93.6	103.3	146.4	168.0
Unemployed	9.0	-7.2	-6.4	-3.3	-1.6
Migrant workers	40.4	13.0	0.0	0.0	-23.6
<b>Sources:</b>	Based on the table 2.14.				

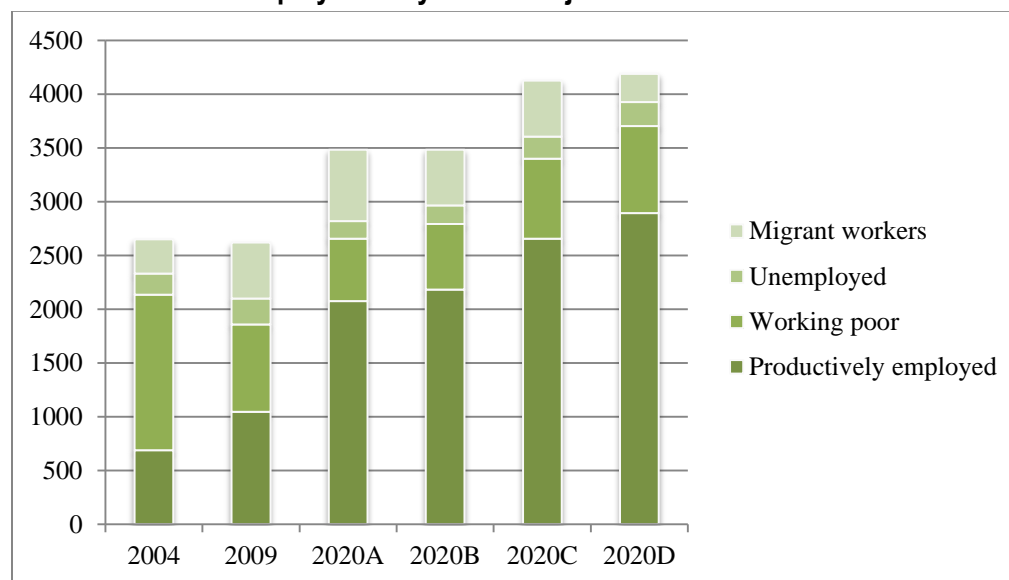


## Examples of presentation

**Graph 2.14** Past growth of productive employment and projected need for productive employment. Example from Tanzania.



**Graph 2.15** Past growth of productive employment and projected need productive employment by 2020 in Tajikistan. Thousands.



**Scenario 2020A:** Same age-specific total and domestic labour force participation rates and migration rates as in 2009.

**Scenario 2020B:** Same age-specific total labour force participation rates and same number of migrant workers abroad as in 2009

**Scenario 2020C:** An increase of the total labour force participation rate to 2004 level (66.5%) and same number of migrant workers abroad as in 2009.

**Scenario 2020D:** An increase in the total labour force participation rate to the 2004 level and a reduction of the number of migrant workers abroad to half the 2009 level.



## Section III. Fundamental principles and rights at work and implementation of international labour standards

Adopted in 1998, the ILO Declaration on Fundamental Principles and Rights at Work is an expression of commitment by governments, employers' and workers' organizations to uphold basic human values in the world of work. The Declaration commits member States to respect, promote and realize principles and rights in four areas, whether or not they have ratified the relevant Conventions. These are:

- freedom of association and the effective recognition of the right to collective bargaining;
- the elimination of forced or compulsory labour;
- the abolition of child labour and;
- the elimination of discrimination in respect of employment and occupation.

The principles are the subject of eight *fundamental Conventions* and one *Protocol*:

C 087 – Freedom of association and protection of the right to organise Convention, 1948.<sup>23</sup>

C 098 – Right to organise and collective bargaining Convention, 1949.

C 029 – Forced labour Convention, 1930.

C 105 – Abolition of forced labour Convention, 1957

C 138 – Minimum age Convention, 1973

C 182 – Worst forms of child labour Convention, 1999

C 100 – Equal remuneration Convention, 1951

C 111 – Discrimination (employment and occupation) Convention, 1958.

P029 - Protocol of 2014 to the Forced Labour Convention, 1930

There are currently over 1,300 ratifications of these Conventions, representing 92% of the possible number of ratifications.<sup>24</sup>

The ILO Governing Body has also designated another four Conventions as ‘priority’ instruments, the so-called *Governance Conventions*. These are:

C 081 – Labour inspection Convention, 1947.

C 122 – Employment policy Convention, 1964.

C 129 – Labour inspection (agriculture) Convention, 1969.

C 144 – Tripartite consultation (International Labour Standards) Convention, 1976.

### *Main issues and questions*

The main purpose of this part of the DWCD is to review the situation with regard to fundamental principles and rights at work as well as the ratification and effective implementation of international labour standards at national level.

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<sup>23</sup> Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87) and same format should be applied for all the others

<sup>24</sup> Information on ratifications can be found on NORMLEX at <http://www.ilo.org/normlex>

### ***Freedom of association and recognition of the right to bargain collectively***

The freedoms to associate and to bargain collectively are rooted in the ILO Constitution and have been repeatedly reaffirmed by the international community, notably at the 1995 World Summit on Social Development in Copenhagen and subsequently in the 1998 Declaration on Fundamental Principles and Rights at Work. The ILO Declaration on Social Justice for a Fair Globalization of 2008 further recognizes that freedom of association and the effective recognition of the right to collective bargaining are particularly important to enable the attainment of the four strategic objectives of the ILO, as “enabling” rights for all other rights at work.

Strong and independent employers’ and workers’ organizations, and the effective recognition of their right to engage in collective bargaining, are major tools for labour market governance. Collective bargaining, as a way for workers and employers to reach agreement on issues affecting the world of work, is inextricably linked to freedom of association. The ability of employers and workers to establish their own independent organizations without external interference is a basic prerequisite for collective bargaining and social dialogue to take place. Governments provide the enabling environment in which these rights can be fully and freely exercised.

### ***Elimination of all forms of forced or compulsory labour***

Convention No.29 defines forced labour as work or service exacted from any person under the menace of a penalty, and for which the worker has not offered himself (or herself) voluntarily. There are many ways in which a person can fall victim to forced labour – by threats of severe deprivations, such as withholding of food, land or wages, physical violence or sexual abuse, restricting workers' movements by locking them up, confiscating the identity documents of cross-border migrant workers or trafficking workers through deception about their jobs or working conditions at destination, or by the charging of exorbitant fees for recruitment, transport or other services. Bonded labour (or debt bondage) arises when workers secure wage advances or loans from their employer, which they are then unable to repay because of excessively low wages, high interest rates, fees for accommodation or falsification of accounts.

The ILO estimates there are 20.9 million people globally (11.4 million women and girls and 9.5 million men and boys) trapped in forced labour, 89% of whom are being forced to work in the private economy while 11% are in state-imposed forced labour. Labour exploitation accounts for a higher proportion of the former category of victim (76%) than sexual exploitation (24%) (Just under half (44%) have moved either within their own country or across international borders. In 2014, the International Labour Conference adopted a new Protocol and Recommendation on forced labour, which aims to advance prevention, protection and compensation measures at national and international level, as well as to intensify efforts to eliminate contemporary forms of slavery.

## ***Effective abolition of Child labour***

The principle of the abolition of child labour is based on the right of every girl and boy to develop physically and psychologically to her or his full potential and aims to eliminate all work that jeopardises children’s health, education or development. Hence, a distinction is made between hazardous and other “worst” forms of child labour which should be abolished as a matter of urgent and immediate priority (such as child trafficking or dangerous work in mines or fields), other forms of child labour that also require elimination (like non-hazardous work in retail commerce), and other work by children (such as light domestic chores) which do not have a detrimental impact on the child’s well-being, education and up-bringing and are therefore permissible. 179 out of 185 member States have legally committed themselves to take immediate and effective measures to abolish the worst forms of child labour by ratifying Convention No. 182. Child labour is closely associated with poverty and lack of productive employment and adequate social protection mechanisms, so its eradication must go hand in hand with the elimination of extreme poverty and the creation of decent work opportunities for all women and men of working age. The ILO estimates that the global number of child labourers has declined by one third since 2000, from 246 million to 168 million. More than half of them, or 85 million, are in hazardous work, down from 171 million in 2000. Child labour among girls fell by 40% since 2000, compared to 25% for boys.

## ***Elimination of discrimination in respect of employment and occupation***

Discrimination at work affects people in all types of working situations, in subtle or overt ways, and can occur on the basis of sex, race or skin colour, national extraction, social origin, religion, age, sexual orientation, disability or other grounds, or indeed several grounds combined. Discrimination at work denies individuals the opportunities, rights and rewards to which they are entitled, and costs enterprises and societies dear through the lost contributions of these people. Two ILO Conventions – C100 on equal remuneration and C111 on discrimination in employment and occupation – serve to provide a universal legal protection against sex discrimination in remuneration, and ensure broader equality of opportunity or treatment in employment and occupation.

### **Key questions**

- Has the country ratified the eight Conventions concerning fundamental principles and rights at work?
- If any of the Conventions is not ratified, is the country taking steps towards its ratification? If not, what are the factors constraining the ratification?
- Is national legislation in conformity with the provisions of ratified Conventions? Has the ILO Committee of Experts on the Application of Conventions and Recommendations (CEACR) raised any observations or direct requests concerning ratified fundamental Conventions?
- Are data available at national level on the four categories of fundamental rights? For example, trade union coverage, numbers of collective bargaining agreements, incidence of forced labour and child labour, number of prosecutions for forced and child labour

offences, number of discrimination cases brought before employment tribunals, or any other relevant statistical data?

- Have qualitative studies been undertaken with respect to the FPRW and what are their principal findings, conclusions and recommendations?
- What is the specific legal framework to ensure respect for the FPRW, and how effectively is it enforced? What are the main gaps in law and in practice?
- Are there policies and programmes in place designed to promote the realization of each of the FPRW? What is their scope, how successful have they been and have they been subject to independent assessment and evaluation?
- Are there effective policies, programmes and/or interventions – in the form of social protection, guaranteed employment schemes, cash transfers or other income enhancing measures – to reduce the dependency of poor households on the incomes from child labour or to reduce the need for poor people to migrate in search of work?
- Are there particular groups in the population, areas of the country or sectors of the economy where violations of FPRW are highest and have any special measures been taken to address these violations?
- Have employers' and workers' organizations been active in promoting the FPRW, and in bringing to the attention of the ILO's supervisory mechanism instances of violations?
- Has the country ratified the Governance Conventions and other important Conventions, such as C102 on social security?

### ***Main sources and indicators***

Governments regularly report to the ILO on their compliance with ratified fundamental labour standards as well as on the governance and technical Conventions. They also submit information to the ILO on non-ratified fundamental Conventions under the annual follow-up to the 1998 Declaration. The Committee of Experts on the Application of Conventions and Recommendations (CEACR) of the ILO systematically examines governments' reports, as well as submissions by employers' and workers' organizations, and drafts a commentary. The observations of the CEACR and other ratification-related information can be found in the ILO database NORMLEX ([www.ilo.org/normlex](http://www.ilo.org/normlex)). *National legislation can be found in NATLEX (<http://www.ilo.org/natlex>).*

Information on forced labour is not well captured in statistics at national level. Reputable specialized studies and reports are likely to be a main source of information. Where no estimated forced labour incidence rates exist, it may be possible to gather data on reported and/or prosecuted cases of forced labour using ad-hoc information. Data may be more readily available on international labour migration, but this should not be used as a proxy for human trafficking.

Labour force surveys as well as specialised child labour surveys provide statistical information on child labour. The ILO Child labour statistics presents data compiled by or sponsored by the ILO, along with data from national statistical agencies and other sources. ([www.ilo.org/dyn/clsurvey/lfsurvey.home](http://www.ilo.org/dyn/clsurvey/lfsurvey.home)).

For all four categories of FPRW, useful information can be gathered through national reports and studies from government and other reputable research organizations. Discussions with tripartite constituents at national level will provide further data and insights. Data on law enforcement can

be gathered from employment tribunals, specialized foreign employment tribunals, and criminal, labour and other courts. Other concerned stakeholder groups may also be consulted such as academia, national and international NGOs, human rights' groups, women's associations and other relevant civil society organizations.

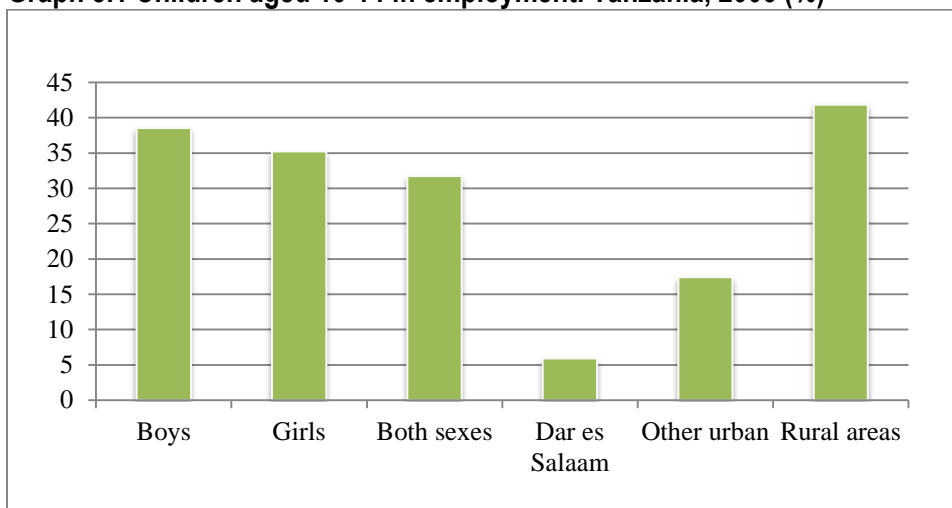
**Sources for statistical data include:** national labour force surveys; ILO Child labour statistics <http://www.ilo.org/dyn/clsurvey/lfsurvey.home>

**Sources for legislative framework include:** Normlex [www.ilo.org/normlex](http://www.ilo.org/normlex), Natlex [www.ilo.org/natlex](http://www.ilo.org/natlex); Working Conditions Laws Database [www.ilo.org/dyn/travail/travmain.home](http://www.ilo.org/dyn/travail/travmain.home)

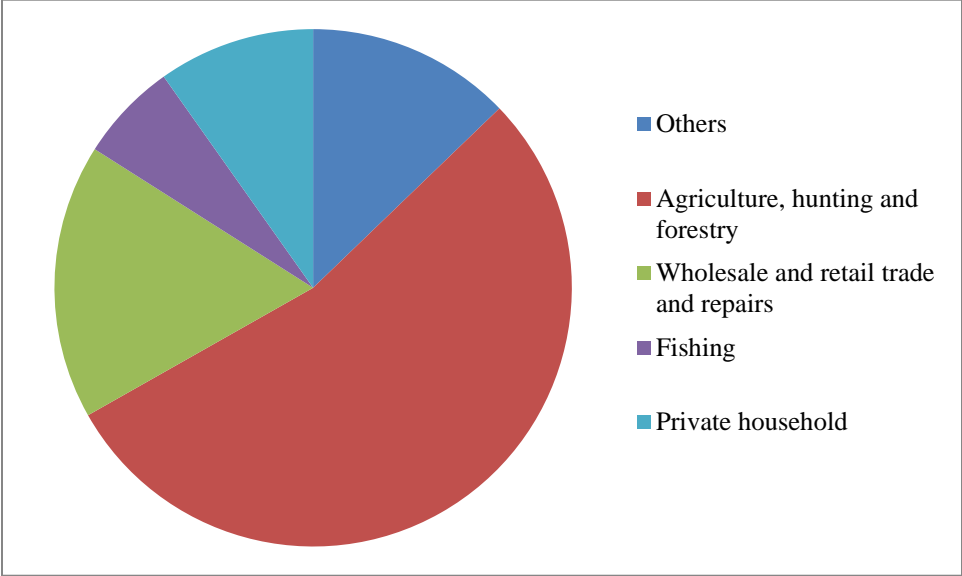
### **Example of presentation**

The presentation will comprise mainly a written narrative, complemented where possible by data tables and charts. Examples for child labour are given below.

**Graph 3.1 Children aged 10-14 in employment. Tanzania, 2006 (%)**



**Graph 3.2 Percentage distribution of working children by major industry group, Philippines 2010**





## **Section IV. Decent working conditions and occupational safety and health**

### *Main issues and questions*

Decent working conditions, working hours and fair wages based on qualifications and productivity and at a level that alleviates poverty are all important aspects of Decent Work. Working conditions and working hours, protection against unfair dismissal and rules regulating hiring and firing of workers, and the right to periodic leave as well as sick and maternity leave are comprehensively covered by International Labour Standards as well as by labour laws and other national legislation in most countries. In many countries this regulatory framework is also the result of tripartite agreements. However, there are often instances of shortcomings in the implementation of the regulatory framework. In many, if not most, countries only those in formal employment are effectively covered by the regulatory framework, leaving large sections of the labour force highly vulnerable with little or no legal protection.

Adequate earnings are essential for the welfare of workers and their families. Minimum wages, if properly designed, are an effective policy tool which can provide a decent wage floor and thus secure a minimum living standard for these workers and their families. The ILO encourages member States to adopt a minimum wage to reduce working poverty and provide social protection for vulnerable employees. ILO standards recommend that minimum wages should be set by authorities after consultation with social partners, and that a balanced approach should be adopted which takes into account the needs of workers and their families as well as economic factors, including levels of productivity, the requirements of economic development and the need to maintain a high level of employment.

Safe and healthy work is Decent work. Inadequate compliance with labour laws on occupational safety and health undermines workers' rights and contributes to poor working conditions and are detrimental to the health and safety of workers. It also has an adverse impact on economic development and productivity and undermines businesses that respect labour standards by creating an uneven playing field. Occupational safety and health measures aim at the improvement of working conditions and the working environment to protect workers' health safety and well-being. ILO action in the field of occupational safety and health seeks to create worldwide awareness on the magnitude and consequences of work-related accidents, injuries and diseases; to place the health and safety of all workers in the international agenda; to promote the goal of basic protection for all workers in conformity with international labour standards; to enhance the capacity of member States; to design and implement effective preventive and protective policies and programmes; and to stimulate and support practical action at national and enterprise levels. All major hazardous sectors and key hazards are covered by ILO Conventions, Recommendations and codes of practice on OSH. The Framework Conventions are Convention No. 187 on the Promotional Framework for Occupational Safety and health and its Recommendation No 197,

Convention No. 155 on Occupational Safety and Health and its Recommendation No. 164, Convention No. 161 on Occupational Health Services and its Recommendation No. 171. These provide guidance for ILO policy on OSH together with the Global Strategy on OSH adopted by the ILC in 2003. There are more than 40 Conventions specifically dealing with OSH or incorporating OSH provisions. The most relevant ones are to be found in the Annex to Recommendation No.197 .

A system of labour inspection designed and functioning in accordance with the principles set by Convention No 81 on Labour Inspection in Industry and Commerce, and Convention No. 129, on Labour Inspection in Agriculture is indispensable to give practice to any legislation covering employment rights and occupational safety and health. Labour inspection is the public function that ensures compliance with labour legislation and without which the legal system will be void effectiveness.

*The main purpose* of this section is to describe to what extent the working women and men enjoy decent working conditions and occupational safety and health

### ***Key questions***

- What is the situation with regard to stability and security of work?
- What is the situation concerning decent working hours, with regard to both those with formal employment and those with informal employment? Who benefit from decent working hours and who do not? Are there major shortcomings in the coverage, comprehensiveness and/or implementation of the legal framework? Note that working poor and deficits of productive employment are covered under ‘Achieving productive and sustainable employment for all’, above.
- What is the situation regarding average wages trends and levels? How are different population groups and areas of the country faring? What is the situation regarding pay levels between women and men?
- Is the statutory minimum wage implemented and regularly adjusted? How high is the minimum wage in terms of the average wage? Is it a valuable policy tool for alleviating poverty?
- What is the relationship between economic growth and growth in labour productivity and wages? How well has economic growth translated into higher wages?
- What is the situation regarding safety and health at work?
- How many workers are injured, ill or have died as a result of their work?(on annual basis/ by sector/by sex/by age)
- What are the major industries, occupations and main groups of workers affected?
- Are there major shortcomings in the coverage and implementation of the legislative framework on OSH and working conditions?
- Does labour inspection cover all sectors, groups of workers and conditions of work?

- Are the labour inspectorates adequately staffed, equipped and qualified and have the necessary prerogatives to carry out the functions, including to enforce the legislation and to remove workers from cases of imminent danger to their health or safety?
- What is the coverage of occupational safety and health services? Are there adequate qualified occupational safety and health professionals in the country (including occupational physicians, safety engineers, hygienists, and ergonomists)?
- What are the reasons behind the main shortcomings identified? Inadequacies or insufficient effective coverage of the legal/regulatory framework? Shortcomings in implementation? Insufficient human and financial resources?

Hence, four aspects of the various issues need to be explored:

- The legal framework. Ratification of international labour standards and their translation into national legislation and rules. Are there significant shortcomings in the legal framework on working conditions and on OSH?
- The effective coverage of the regulatory framework. Is the coverage effective enough to protect workers in SMEs? What is the extent of informal employment and to what extent are those in informal employment effectively covered?
- Are national legislation and occupational safety and health regulations effectively enforced? Is there adequate coverage of occupational safety and health services?
- To what extent are workers in SMEs and workers in the informal economy effectively covered by labour and OSH inspection? Do they have access to occupational safety and health services?
- Other shortcomings in the implementation of the regulatory framework on working conditions and OSH

### *Main sources and indicators*

- **Working conditions and earnings.** Labour force surveys provide a main source of information, see also ILOSTAT ([www.ilo.org/ilostat](http://www.ilo.org/ilostat)) and KILM ([kilm.ilo.org/kilmnet/](http://kilm.ilo.org/kilmnet/)). ILO also maintains a database on conditions of work and employment laws (<https://www.ilo.org/dyn/travail/travmain.home>), see also ILO's National Labour Law Profiles data base which has information on the content by topic of labour laws and national legislation for most countries (<http://www.ilo.org/ifpdial/information-resources/national-labour-law-profiles/lang--en/index.htm>). Legislation on employment protection is found in ILO's Employment protection legislation database – EPLex ([www.ilo.org/dyn/eplex/](http://www.ilo.org/dyn/eplex/)).
- **Occupational safety and health.** National statistics on serious injuries and fatalities based on fatality and injury rates are available through the employment compensations schemes from social security institutions and administrative records dealing with occupational safety and health including annual reports published by the country's central inspection authority. This information is also accessible from ILO ILOSTAT, database. The ILO

LEGOSH database on national OSH policy and legislation provides an overview of the overall OSH legislative structure and coverage, and summarizes key legislative texts that are relevant to the safety and health of workers. It also provides direct access to the relevant regulatory texts where available. [http://www.ilo.org/safework/info/publications/WCMS\\_217849/lang--en/index.htm](http://www.ilo.org/safework/info/publications/WCMS_217849/lang--en/index.htm), LABADMIN/OSH webpage <http://www.ilo.org/safework/lang--en/index.htm#a1>; , for documents and data dealing with occupational safety and health. OSH Profiles: The Promotional Framework for Occupational Safety and Health Convention 2006 (No 187) requires the preparation of national occupational safety and health profiles.<sup>25</sup> These are available in <http://www.ilo.org/safework/countries/lang--en/index.htm>,

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<sup>25</sup> The Promotional Framework for Occupational Safety and Health Convention 2006 (No 187) and its accompanying Recommendation (No 197) requires the preparation of national occupational safety and health profiles which should include:

- a) laws and regulations, collective agreements where appropriate, and any other relevant instruments on occupational safety and health;
- b) the authority or body, or the authorities or bodies, responsible for occupational safety and health, designated in accordance with national law and practice;
- c) the mechanisms for ensuring compliance with national laws and regulations, including the systems of labour inspection;
- d) the arrangements to promote, at the level of the undertaking, cooperation between management, workers and their representatives as an essential element of workplace-related prevention measures;
- e) the national tripartite advisory body, or bodies, addressing occupational safety and health issues;
- f) the information and advisory services on occupational safety and health;
- g) the provision of occupational safety and health training;
- h) the occupational health services in accordance with national law and practice;
- i) research on occupational safety and health;
- j) the mechanism for the collection and analysis of data on occupational injuries and diseases and their causes, taking into account relevant ILO instruments;
- k) the provisions for collaboration with relevant insurance or social security schemes covering occupational injuries and diseases; and
- l) the support mechanisms for a progressive improvement of occupational safety and health conditions in micro-enterprises, in small and medium-sized enterprises and in the informal economy.
- m) coordination and collaboration mechanisms at national and enterprise levels, including national programme review mechanisms;
- n) technical standards, codes of practice and guidelines on occupational safety and health;
- o) educational and awareness-raising arrangements, including promotional initiatives;
- p) specialized technical, medical and scientific institutions with linkages to various aspects of occupational safety and health, including research institutes and laboratories concerned with occupational safety and health;
- q) personnel engaged in the area of occupational safety and health, such as inspectors, safety and health officers, and occupational physicians and hygienists;
- r) occupational injury and disease statistics;
- s) occupational safety and health policies and programmes of organizations of employers and workers;
- t) regular or ongoing activities related to occupational safety and health, including international collaboration;
- u) financial and budgetary resources with regard to occupational safety and health; and
- v) data addressing demography, literacy, economy and employment, as available, as well as any other relevant information.

**Occupational safety and health indicators:**

- Improved policies and legislation that result in better enforcement (inspection) and compensation in case of work related accidents and diseases. **Indicators:** percentage of labour force covered by legal requirements, by inspection and by compensation mechanisms
  - Occupational health services available. **Indicators:** percentage of labour force covered
  - Improved infrastructure and manpower. **Indicators:** number of inspectors, OSH specialists, safety engineers, occupational physicians, safety and health committees, OSH representatives, information centres, research specialists in relation to the labour force
  - Better recording and notification systems. **Indicators:** Fatal occupational injuries frequency, severity and incidence rates, occupational injury frequency, severity and incidence rates,<sup>26</sup> disabling injuries and occupational disease rates by sector and occupation, costs of accidents and diseases in relation to the gross domestic product of the country
  - Advisory bodies and voluntary mechanisms established. **Indicators:** number of tripartite national advisory bodies, number of workplace safety and health committees and safety representatives, number of enterprises with occupational safety and health management systems in place, number and quality of codes of conduct, in relation to working conditions and OSH of the labour force
- **Stability and security of work.** ILO Employment Protection Legislation Data base [www.ilo.org/dyn/eplex](http://www.ilo.org/dyn/eplex). See also ILO's National Labour Law Profiles data base which has information on the content by topic of labour laws and national legislation see [www.ilo.org/ifpdial/information-resources/national-labour-law-profiles/lang--en/index.htm](http://www.ilo.org/ifpdial/information-resources/national-labour-law-profiles/lang--en/index.htm). Labour force surveys (for information on casual and daily workers).

**Table 4.1 Wages & working conditions.**

	5 / 10 years ago	Today
% of wage workers earning less than 2/3 of median hourly earnings		
○ Men		
○ Women		
Average real wage		
○ Men		
○ Women		
Minimum wage as % of median wage		
Manufacturing wage index		
Employees with recent job training		
○ Men		
○ Women		
<b>Note:</b>	The information in this table should also be seen in the context of the development of productivity (Table 2.12).	
<b>Sources:</b>	ILOSTAT, Labour force survey, establishment surveys or other national statistics; KILM ( <a href="http://kilm.ilo.org/kilmnet/">http://kilm.ilo.org/kilmnet/</a> ). ILO database on conditions of work and employment laws ( <a href="https://www.ilo.org/dyn/travail/travmain.home">https://www.ilo.org/dyn/travail/travmain.home</a> ), see also ILO's National Labour Law Profiles data base which has information on the content by topic of labour laws and national legislation for most countries, see <a href="http://www.ilo.org/ifpdial/information-resources/national-labour-law-profiles/lang--en/index.htm">http://www.ilo.org/ifpdial/information-resources/national-labour-law-profiles/lang--en/index.htm</a> .	

<sup>26</sup> See pg46.47 of ICLS/16/1998/III Report III on Statistic of occupational injuries, ILO.

**Table 4.2 Excessive working hours.**

	5 – 10 years ago			At present		
	Men	Women	Total	Men	Women	Total
% employed working excessive hours						
Usual hours worked						
Avg. annual hours worked						
Time-related underemployment rate, %						
<b>Sources:</b>	ILOSTAT, Labour force survey, KILM ( <a href="http://kilm.ilo.org/kilmnet/">http://kilm.ilo.org/kilmnet/</a> ).					
<b>Note:</b>	Excessive hours refer to those working more than 48 hours per week. Working excessive hours is usually (but not always) an indication of very low productivity and returns to labour. Those working excessive hours are often workers whose earnings per hour are so low that they must work very long hours to earn enough to meet basic needs.					

**Table 4.3 Occupational Safety and Health**

	5 / 10 years ago			Today		
	Men	Women	Total	Men	Women	Total
<b>Occupational fatality rates (frequency/ incidence/ severity)</b>						
Occupational injury rates, (frequency/ incidence/ severity)						
fatalities due to occupational diseases						
Occupational diseases, non-fatal						
Percentage of labour force covered by OSH legislation						
Percentage of undertakings that have safety and health committees						
Percentage of undertakings that with occupational safety and health services						
Percentage of labour force covered by labour inspection						
Percentage of workplaces visited by labour inspectors to monitor compliance with OSH legal requirements						
Percentage of inspection visits in relation to the total of visits undertaken by labour inspectors						
<b>Sources:</b>	ILOSTAT, , national labour inspectorates, social security employment injury schemes and other records for documents dealing with occupational safety and health.					
<b>Notes:</b>	The figures on occupational injury rate may be given in absolute numbers or as a percentage of the labour force. If available, data should be disaggregated by sex, age and economic sector. Beware that occupational injuries and diseases are often not reported, serious injuries and fatalities are reported to social security institutions for compensation purposes;, and that the statistics may severely underestimate the actual numbers.					

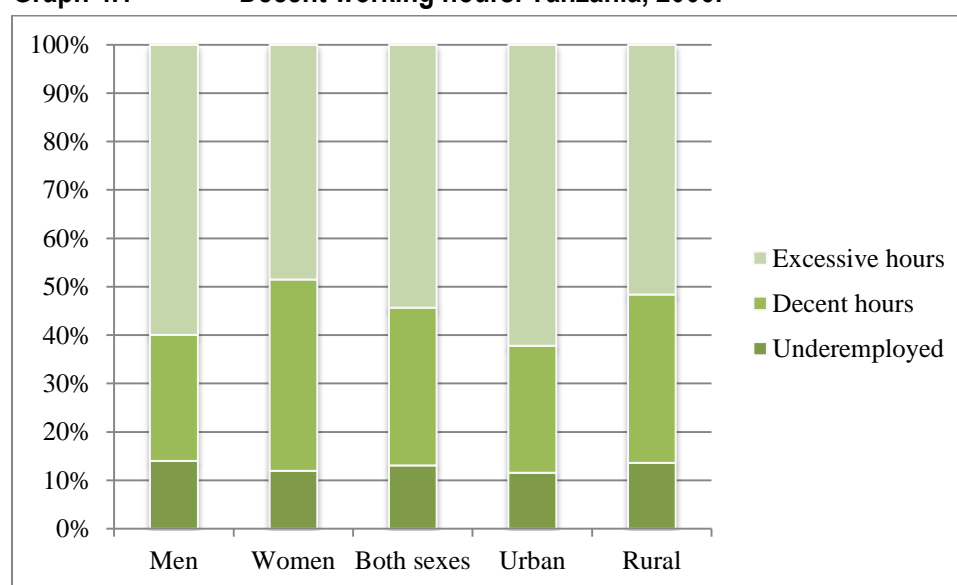
**Table 4.4** Casual and daily workers by sex. Number and percentage of total employed.

	Number (1,000)			Percentage of employed		
	Men	Women	Total	Men	Women	Total
Casual workers						
Seasonal workers						

**Sources:** ILOSTAT, Labour force surveys. For sources on legislation on employment protection, see ILO Employment Protection Legislation Data base <http://www.ilo.org/dyn/eplex>. See also ILO's National Labour Law Profiles data base which has information on the content by topic of labour laws and national legislation for most countries, (<http://www.ilo.org/ifpdial/information-resources/national-labour-law-profiles/lang-en/index.htm>). Labour force surveys for information on casual and daily workers.

*Examples of presentation*

**Graph 4.1** Decent working hours. Tanzania, 2006.



**Notes:** Excessive working hours defined as more than 48 hours per week.





## Section V. Equal opportunities and treatment in employment

### *Main issues*

The elimination of discrimination – aimed at ensuring equality of opportunity and treatment in employment and occupation for all - is one of the fundamental principles and rights at work. Hundreds of millions of people suffer from work-related discrimination. This violates a most basic human right, and has wider social and economic consequences. Discrimination stifles opportunity, wasting the human talent needed for economic progress, and accentuates social tension and inequality. Combating discrimination is essential for promoting decent work more broadly, and its elimination yields benefits far beyond the workplace.

Labour market discrimination occurs on the basis of sex, but also on many other grounds relating to a worker's personal characteristics, that have nothing to do with their ability to perform a particular job or task – including nationality, religion, age, race, ethnicity, national or migrant status, socio-economic status, sexual orientation and disability. Some individuals and groups suffer from multiple discrimination, for example, as a woman from an ethnic minority, or an older person with a disability.

Eliminating discrimination in employment starts with ensuring equality for all in access to education and skills training as well as to productive inputs such as land or credit. It continues with ensuring equal conditions for setting up and running enterprises of all types and sizes, and company and public policies and practices related to hiring, assignment of tasks, working conditions, pay, benefits, training, promotion, lay-offs and termination of employment. Systems should be put in place to ensure that jobs are evaluated objectively according to the skills and competencies required and remuneration established accordingly, rather than it being determined on the basis of the individual's personal characteristics. This is the principle of “equal pay for work of equal value”. Paying women less than men for the same work or work of equal value is a common form of discrimination in employment.

Measures to promote equality need to bear in mind all aspects of diversity, such as in culture, language and family circumstances, so that policies can be properly tailored to overcome the particular barriers faced by different groups within the working population. Encouraging a more equal division of family responsibilities at home is also important to enable more women to enter or remain in the labour market.

Accessible and effective mechanisms for lodging complaints and their redress should be in place to address instances of discrimination when it occurs.

*The main purpose* of this section is to describe to what extent different categories of worker who may be subject to discriminatory treatment, enjoy equal access to decent work opportunities and to equal treatment in employment and occupation in law and in practice.

### ***Main questions***

- In the national context, are there particular groups which are known to have been subject to discrimination in employment or in other ways in the past? Does this situation persist and why? Are there any new grounds of discrimination emerging more recently?
- What laws and policies exist to prohibit and prevent discrimination in employment and occupation and to promote equal opportunity?
- What statistical data exist that shed light on discrimination? e.g. What is the proportion of women and men among the employed and unemployed? What proportion of all women of working age are in employment or self-employment? What is the extent of occupational segregation by sex? Are similar data available for other sub-groups of the population?
- Is there a gender wage gap e.g. by major occupational groups, by employment status (full time, part time) or for rural and urban areas?
- Is there equal access to education and training programmes for women and men, or special measures to improve access for disadvantaged or marginalized groups, such as indigenous peoples, or ethnic minorities?
- Are there specific programmes to combat discrimination, for example to raise public awareness on equality issues or to help men and women combine work and family responsibilities?
- Are there affirmative action programmes to overcome the obstacles and accumulated disadvantages faced by groups suffering from long-term discrimination?

### ***Main sources and indicators***

Labour force surveys, household socio-economic surveys and time use surveys are important sources of information on inequality in the labour market and in employment. Statistics on education and skills disaggregated by sex and other characteristics like disability, indigenous identity or HIV/Aids status provide information on one frequent source of inequality in employability. Where these kinds of surveys do not provide information on the situation of persons with disabilities, reference should be made to the findings of targeted surveys and studies which have compiled such information. Labour laws, legislation on maternity and paternity leave and other issues, such as women's rights to inherit and own land, engage in economic activities, sign contracts, access bank loans, social protection, work and family measures etc., are also important. Much of the information needed can be obtained from sex disaggregation of data collected in other sections of the analysis, where this is available.

**Table 5.1 Occupational segregation by sex. Share of female employment in total employment by main occupational categories.**

	5 – 10 years ago	At present
1 Legislators, senior officials and managers		
<b>11 Legislators and senior officials</b>		
<b>12 Corporate managers</b>		
2 Professionals		
3 Technicians and associate professionals		
4 Clerks		
5 Service workers and shop and market sales workers		
6 Skilled agricultural and fishery workers		
7 Craft and related trade workers		
8 Plant and machine operators and assemblers		
9 Elementary occupations		
0 Armed forces		
<b>Sources:</b> ILOSTAT, KILM, Labour force surveys		

The information in Table 5.1 may be presented as a graph, see example below.

**Table 5.2 Time use of working age population by sex. Distribution of time by activities. Percentages and/or in minutes per 24 hour.**

UN Code	Activity	Men		Women	
		Minutes	%	Minutes	%
1	Employment for establishment				
2	Primary production				
3	Services for income and other production not for establishments				
4	Household maintenance and management				
5	Care of children & other household members				
6	Community services and help to others				
7	Learning				
8	Social and cultural activities				
9	Mass media use				
0	Personal care and maintenance, incl. sleep				
<b>Notes:</b> Codes 1-3 are economic activities according to SNA (System of National Accounts, <a href="http://unstats.un.org/unsd/nationalaccount/sna.asp">http://unstats.un.org/unsd/nationalaccount/sna.asp</a> ) definition and consequently also count as employment.					
<b>Sources:</b> Labour force surveys, Household socio-economic surveys. Special time use surveys.					

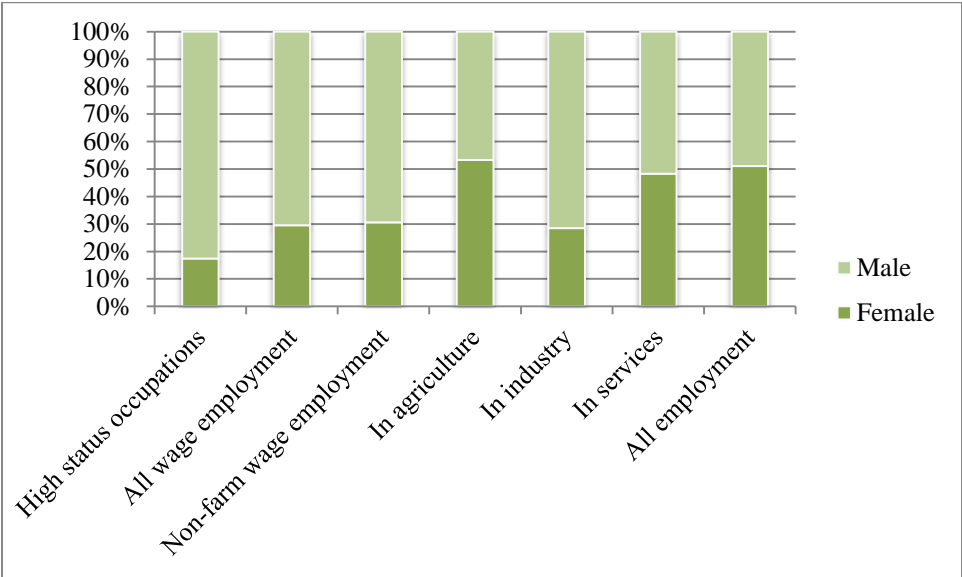
Time consuming and unequally shared household responsibilities often severely reduce a woman's availability to engage in employment and paid economic activities. A time use analysis also reveals time spent on reproductive work, helping to build a more nuanced understanding of women's and men's labour force participation.

The information in Table 5.2 may be presented as a graph, as below.

The gender wage gap measures the difference between the gross average hourly (or daily) earnings of male and female employees expressed as a percentage of gross average hourly (or daily) earnings of male employees. The preferred data source for this indicator is the labour force survey or other household surveys with an employment module including earnings data.

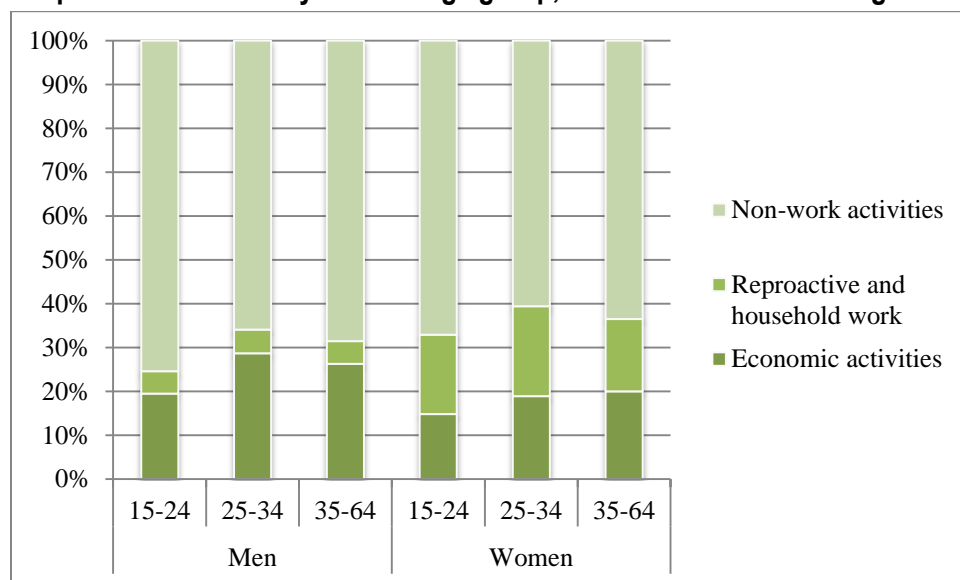
**Examples of presentation**

**Graph 5.1 Equal opportunity and access to employment. Female and male shares of employment, Tanzania, 2006. Percentages.**

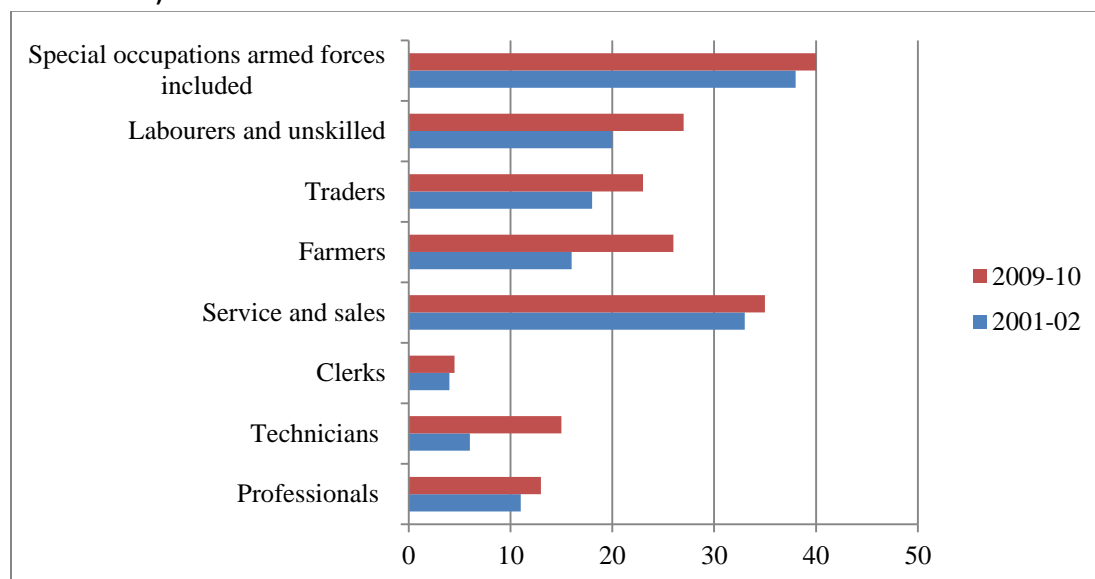


**Note:** High status occupations include legislators, senior officials and corporate managers.

**Graph 5.2 Time use by sex and age group, Tanzania 2006. Percentages of a 24 hour cycle.**



**Graph 5.3 Gender wage gap for major occupational groups, Philippines, 2001/02 and 2009/10 (men and women)**



**Note:** Defined as the difference between average daily basic pay of men and women as a percentage of average daily basic pay of men



## Section VI. Social protection

### *Main issues and questions*

Social protection<sup>27</sup> is an important dimension of decent work that plays an important role in ensuring protection of workers and the population at large in case they are affected by social risks or contingencies, ensuring at least a minimum of income security and access to health, and helping to prevent poverty and social exclusion. From an economic perspective, social protection systems also play an important role in safeguarding and promoting productive employment, and stabilizing aggregate consumption.

The ILO supports countries in extending social security coverage through enhancing their national social protection systems, in particular with respect to guaranteeing at least a basic level of social security through nationally-defined social protection floors.

Social protection floors are nationally defined sets of basic social security guarantees which secure protection aimed at preventing or alleviating poverty, vulnerability and social exclusion. These guarantees should ensure that, over the life cycle, everybody has access to essential health care and basic income security, this is, that everybody is covered and that benefits are adequate. According to the Social Protection Floors Recommendation, 2012 (No. 202), national social protection floors should comprise at least the following four social security guarantees, as defined at the national level:

- Access to essential health care, including maternity care.
- Basic income security for children.
- Basic income security for persons in active age who are unable to earn sufficient income, in particular in cases of sickness, unemployment, maternity and disability.
- Basic income security (pensions) for older persons.

The ILO's two-dimensional approach to the extension of social security coverage aims at a rapid implementation of national social protection floors (horizontal dimension), and the progressive achievement of higher levels of protection (vertical dimension) within comprehensive social protection systems according to the Social Security (Minimum Standards) Convention, 1952 (No. 102). Universal social protection coverage is normally achieved by a combination of contributory and non-contributory schemes.

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<sup>27</sup> The terms "social security" and "social protection" are used interchangeably in this document, noting that terminology used in country contexts may vary. Social protection / social security covers all measures providing benefits, whether in cash or in kind, to secure protection, inter alia, from (a) lack of work-related income (or insufficient income) caused by sickness, disability, maternity, employment injury, unemployment, old age, or death of a family member; (b) lack of (affordable) access to health care; (c) insufficient family support, particularly for children and adult dependants; and (d) general poverty and social exclusion. For a more detailed definition, see ILO 2014 [World Social Protection Report], pp. 161-164.

This section of the DWCD aims at identifying gaps in national social protection systems that leave the population without adequate coverage. In particular, this assessment uses the universally endorsed concept of a social protection floor as a framework for the identification of remaining shortcomings with regard to health care and income security throughout the life course. The review of the social protection system should aim to identify strengths and weaknesses with regard to both design and implementation, and with particular attention to issues of inclusiveness, equal access and equity. Both horizontal and vertical aspects of the social protection system should be considered, but the relative weight given to these two dimensions may vary from country to country.

The analysis should for each guarantee of the social protection floor, list existing social protection schemes in the country (including social insurance, universal/categorical schemes, social assistance or “safety net programmes”, public employment programmes and other relevant programmes) and assess their main characteristics in terms of population coverage, type and level of benefits provided, expenditure and financing, as well as institutional framework.

### ***Key questions***

- Has the country embraced the concept of a universal social protection floor? How is it reflected in the national social protection strategy and policies?
- Is there a clear strategy with targets and timeframe with respect to the extension of social security? How is it monitored?
- Does the social protection system meet the needs of the population? Do all children, women and men benefit from adequate social security?
- If not, which groups of the population are excluded? Are there policies and measures in place (or envisaged) with regard to closing these coverage gaps?
- Does the social protection system combine contributory benefits (social insurance) with non-contributory benefits (government or donor financed programmes)?
- What are the main challenges in terms of (i) gaps in the social protection system and (ii) effective and efficient implementation?
- Does the social protection system face particular challenges with regard to the level of expenditure and financing? Is the level of allocated resources sufficient to achieve the national social protection objectives in a sustainable way?
- Are there ongoing discussions on new strategic directions for social protection or social security reform? Which are the issues that are being discussed? (e.g. pension reform, fiscal space for social protection, replacement of food or energy subsidies by cash transfers, etc.)?



## ***Main sources and indicators***

Main sources of information are:

- National statistical office and national social security institutions
- Main methodology to carry out the social protection assessment in the context of the DWCD is ILO *Social Protection Assessment-Based National Dialogue: A good practices guide* (<http://secsoc.ilo.org/abnd/>), module 6 “Building the assessment matrix” ([http://secsoc.ilo.org/abnd/doc/Module6\\_Master.pdf](http://secsoc.ilo.org/abnd/doc/Module6_Master.pdf)).
- ILO Social Security Inquiry (<http://www.ilo.org/dyn/ilossi/ssimain.home>), includes an inventory and information on existing schemes, revenue and expenditure of each of the schemes, target groups and affiliation to the schemes as well as on main indicators;
- ILO World Social Protection Report (<http://www.social-protection.org/gimi/gess/ShowTheme.action?id=3985>) which includes an analytical section and an extensive statistical appendix
- ILO Social Protection platform, [www.social-protection.org](http://www.social-protection.org)) provides extensive information on social protection schemes.
- ISSA Social Security Country profiles, see <http://www.issa.int/country-profiles>  
WHO (<http://www.who.int/gho/countries/en>) includes comprehensive data on health related issues.

An increasing number of countries have also been conducted Social Protection Expenditure and Performance Reviews and/or Rapid Social Protection Floor Assessments or other social protection reviews<sup>28</sup>

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<sup>28</sup> An interagency working group currently develops a suite of assessment tools on national social protection systems in the framework of the Social Protection Interagency Cooperation Board (SPIAC-B). At the time of writing, these tools have not yet been finalized. Please refer to [www.social-protection.org](http://www.social-protection.org) for more information.

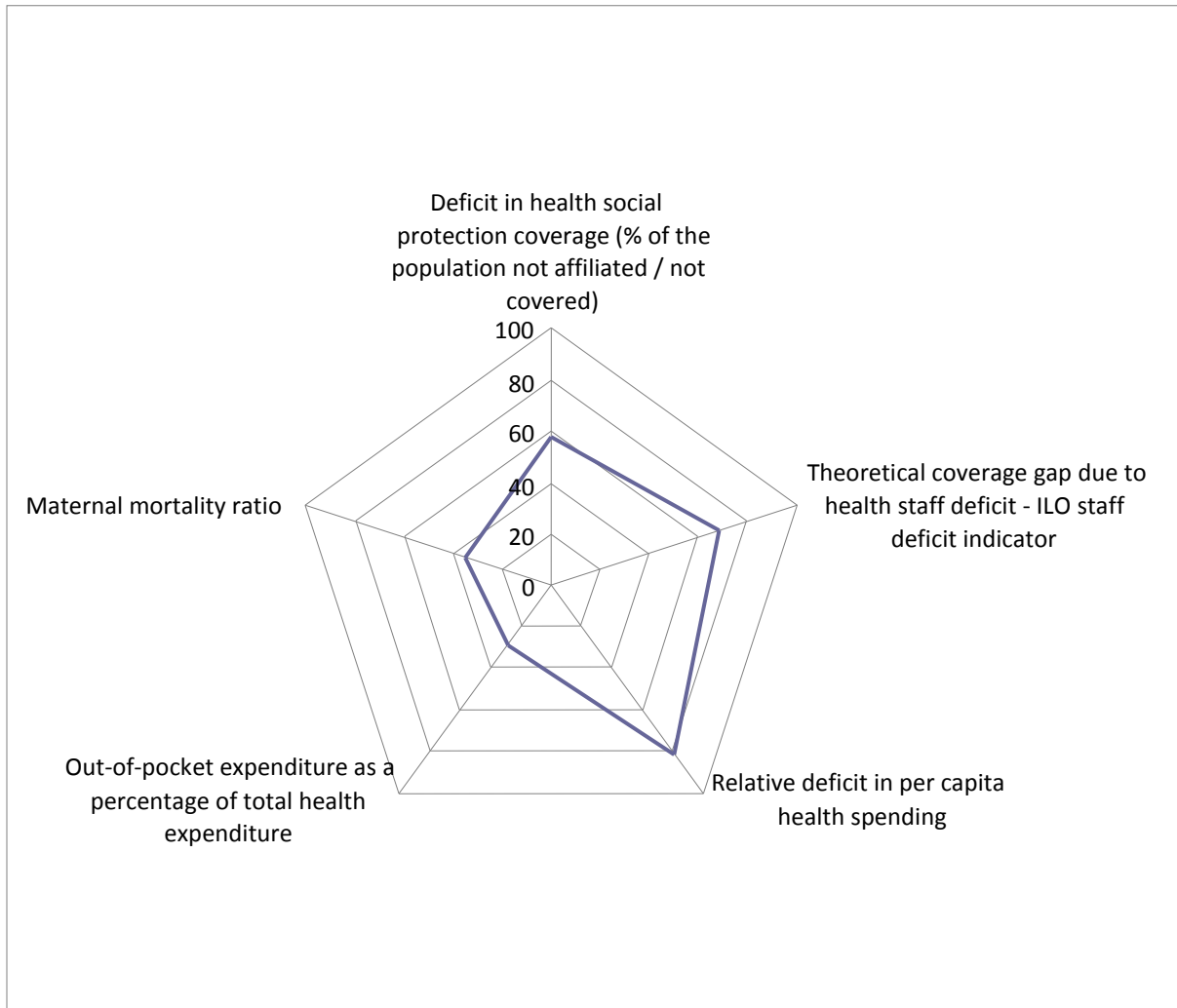
**Table 6.1 Social protection system (with some examples)**

	<b>Governance and administration, legal basis</b>	<b>Programme objective and main target groups</b>	<b>Geographical and population coverage</b>	<b>Financing and expenditure</b>
<b>Programmes focusing on children</b>				
Child allowances/benefits	Ministry of Labour / social security institution Social security law	Employees registered with social insurance	Nationwide 1 million insured	Social security contributions <i>LCU 694 million</i> <i>1.25 per cent of GDP</i>
Cash transfers for poor families	Ministry of Social Development No legal basis	Cash transfer programme for extremely poor families	127 out of 216 districts 30,000 beneficiaries	<i>LCU 5.55 million</i> <i>0.01 per cent of GDP</i>
School meals	Ministry of Local Government and Rural Development	Facilitate access to universal basic education All children in public schools in deprived areas	1 million children nationwide (30 per cent of children in public schools)	Government budget (50% through external grants ) <i>LCU 111 million</i> <i>0.2 per cent of GDP</i>
<b>Programmes focusing on persons in working age</b>				
Public employment programme	Ministry of Local Government and Rural Development No legal basis (pilot)	Increase access and earnings opportunities for the rural poor through public works	2 million participants in 40 districts	External funds <i>LCU 793 million</i> <i>1.4 per cent of GDP</i>
Unemployment and maternity insurance	Ministry of Labour / social security institution Social security law	Income support for jobless workers and in case of maternity; support to find new job (employment services) Employees	Nationwide 16,000 insured	Social security contributions <i>LCU 11.1 million</i> <i>0.02 per cent of GDP</i>
<b>Programmes focusing on older persons</b>				
Pension insurance	Ministry of Labour / social security institution Social security law	Statutory social insurance covering employees in the formal sector on a mandatory basis, and other groups on a voluntary basis	Nationwide 16,000 insured 2,000 beneficiaries	Social security contributions <i>LCU 1,110 million</i> <i>2.0 per cent of GDP</i>
Universal social pension	Ministry of Social Development Basic pension law	Basic pension for all older persons aged 65+	Nationwide 22,000 beneficiaries	Government budget <i>LCU 444 million</i> <i>0.8 per cent of GDP</i>
<b>Programmes focusing on universal access to health</b>				
National health insurance	Ministry of Health, National Health Authority Law on health protection	Statutory national health insurance scheme for the entire population; exemptions from contributions for children, older persons and poor persons	8.2 million beneficiaries nationwide	Contributions and government budget <i>LCU 2,331 million</i> <i>4.2 per cent of GDP</i>

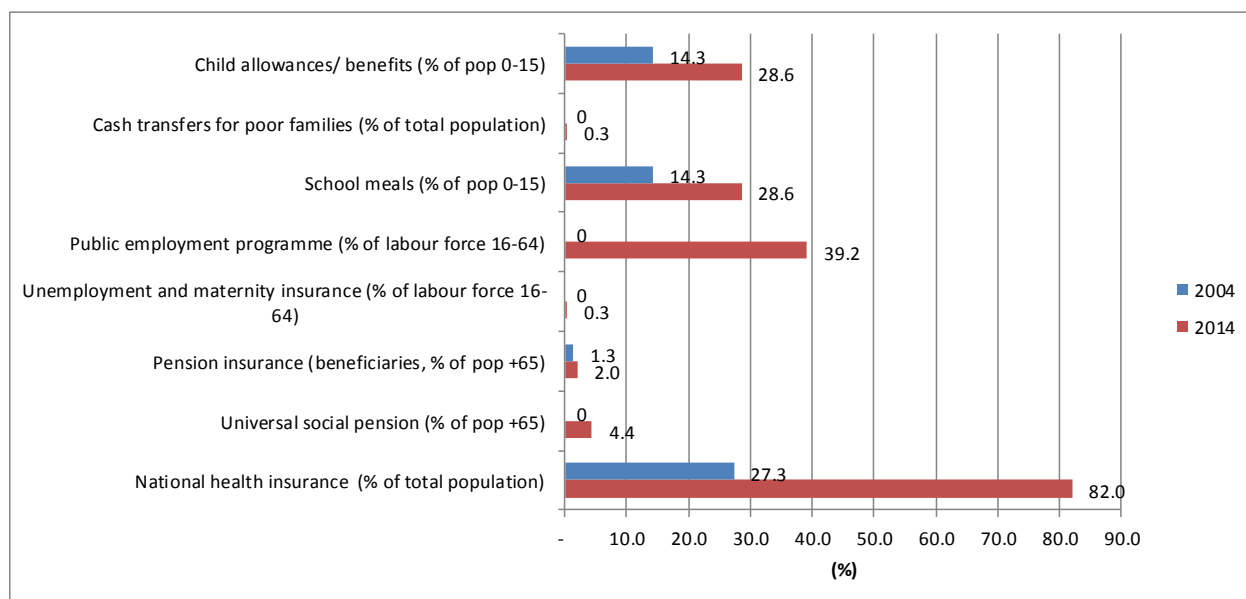
**Table 6.2 Social protection key indicators**

	5 / 10 years ago	At present
<b>Social protection coverage</b>		
<b>% of population aged 65+ receiving a pension</b>		
○ <b>Men</b>		
○ <b>Women</b>		
<b>% of labour force, and % of working-age population contributing to a pension scheme</b>		
○ Men		
○ Women		
<b>% of persons with disabilities receiving benefits</b>		
○ Men		
○ Women		
Employment injury protection, protected persons as % of labour force, by sex if possible		
Unemployment protection, protected persons as % of labour force, by sex if possible		
Maternity protection, protected women as % of female labour force		
Beneficiaries of cash income support (cash transfers) (% of the poor)		
Child protection, % of children receiving benefits		
Health coverage (in % of total population) <sup>2)</sup>		
Per capita health expenditure (in LCU and US\$)		
Out of pocket expenditure (OOP) as % of total health expenditure		
Proportion of births attended by skilled health personnel		
Maternal mortality ratio (per 10,000 live births)		
Skilled medical staff (physicians, nurses and midwifery personnel) per 10,000 population		
<b>Public social protection expenditure (% of GDP, including both contributory and non-contributory programmes)</b>		
○ Health <sup>1)</sup>		
○ for children (excluding health) <sup>1)</sup>		
○ for persons in working age (excluding health) <sup>1)</sup>		
○ for older persons (excluding health) <sup>1)</sup>		
Public expenditure on needs-based cash income support (social assistance) (% of GDP)		
Number of social security branches with statutory provision		
Financing of social protection expenditure		
○ Government budget		
Of which: from external grants or loans		
○ Contributions by workers and employers		
○ Other revenue		
<b>Note:</b>	<sup>1)</sup> Classifications used at the national level may differ. <sup>2)</sup> Health coverage includes affiliated members of health insurance or estimation of the population having free access to health care services provided by the State. Information on health expenditures non covered by out of pocket payment (which is a DW indicator) and other key health statistics is provided in Table 1.4	
<b>Sources:</b>	Main statistics are disseminated through the <i>World Social Protection Report</i> and/or made available through the Social Protection platform ( <a href="http://www.social-protection.org">www.social-protection.org</a> ).	

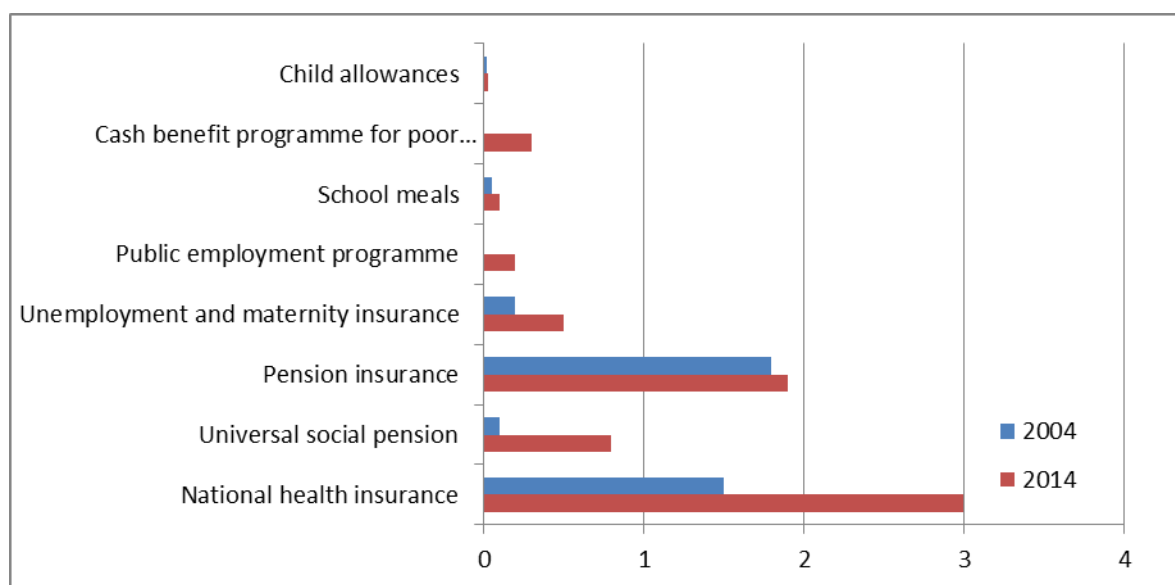
**Graph 6.1 Key indicators regarding progress towards universal health coverage**



**Graph 6.2 Population covered population by social protection programmes (%)**



**Graph 6.3 Expenditure on social protection programmes (as % of GDP)**



Based on this analysis of the current situation of the social protection system in terms of legal and administrative framework, inventory of existing schemes and programmes, and key indicators, the main part of the section analyses progress made against national policy objectives and identifies achievements made, as well as present strengths, weaknesses and key challenges. This analysis provides the background for the identification of possible focus areas for the DW country programme.



## Section VII. Social Dialogue

### *Main issues and questions*

The Social Justice Declaration reaffirms the essential role of social dialogue and the practice of tripartism between governments, workers' and employers' organizations as more relevant than ever in building social cohesion and the rule of law through, among other means, international labour standards. How social dialogue works varies from country to country. It can exist as a tripartite process, with the government as an official party to the dialogue or it may consist of bipartite relations between labour and management, with or without indirect government involvement. It can be informal or institutionalised, and often is a combination of the two. It can take place at the national, regional or at enterprise level. It can be inter-professional, sectoral or a combination of these.

Successful social dialogue structures and processes have the potential to resolve important economic and social issues, encourage good governance, advance social and industrial peace and stability and boost economic progress. Effective social dialogue depends on:

- Respect for the fundamental rights of freedom of association and collective bargaining
- Strong, independent workers' and employers' organizations with the technical capacity and knowledge required to participate in social dialogue
- Political will and commitment to engage in social dialogue on the part of all parties
- Appropriate legal and institutional support

The section will provide an overview of the social dialogue structures and processes in the country as well as a narrative of the trends and developments with regard to enabling conditions for promoting effective and inclusive social dialogue – labour law, labour administration, mechanisms and institutions for tripartite social dialogue, machinery for collective bargaining and dispute resolution as well as the capacity and the roles of the social partners.<sup>29</sup>

### *Key questions*

- Are employers' and workers' organizations independent from the State ?
- What are the main laws and mechanisms for social dialogue and dispute resolution in the country and how have these evolved over time ?
- What are the recent trends in union membership rates?
- What are the recent trends in enterprises' membership in employers' organizations?
- Does labour administration apply up-to-date labour legislation and provide effective services?
- Are dispute prevention and resolution mechanisms and processes designed and functioning to support the development of social dialogue?

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<sup>29</sup> Further information on these issues can be found in: *National Tripartite Social Dialogue: An ILO guide for improved governance*, ILO/GOVERNANCE, 2013.

[http://www.ilo.org/ifpdial/information-resources/publications/WCMS\\_231193/lang--en/index.htm](http://www.ilo.org/ifpdial/information-resources/publications/WCMS_231193/lang--en/index.htm)

## ***Main sources and indicators***

NORMLEX provides the main source of information ratification and effective implementation of the core labour standards C 087 – Freedom of association and protection of the right to organise convention of 1948 and C 098 – Right to organise and collective bargaining convention of 1949 as well as of other conventions relevant to social dialogue and labour market governance, including C 081 and C 129 – on labour inspection and C 144 on tripartite consultations.

ILO Dialogue Data base (<http://www.ilo.org/ifpdial/information-resources/dialogue-data/lang--en/index.htm>) has information on trade union membership, trade union density and collective bargaining rates by country. Additional quantitative information may need to be obtained from the Ministry of Labour and Employers' and Workers' organisation in the country.

A review of the situation with regard to social dialogue will inevitably have to rely to a large extent on qualitative information that can only be obtained through consultations with ILO's constituents in the country. As far as possible, the generation of such information should not only be confined to ILO's traditional partners, but should also extend to representatives of workers in agriculture, self-employment and informality who may not be unionised and to specific interest groups, such as youth and women and representatives of Disabled Persons' Organizations. .

**Table 7.1 Social dialogue, workers' and employers' representation, percentage.**

	5/10 years ago			Present		
	Men	Women	Total	Men	Women	Total
<b>Trade Union density rate</b>						
<b>Employers' organizations density rate</b>	xxx	xxx		xxx	xxx	
<b>Collective bargaining coverage rate</b>						
<b>Sources:</b> ILO Dialogue Data base ( <a href="http://www.ilo.org/ifpdial/information-resources/dialogue-data/lang--en/index.htm">http://www.ilo.org/ifpdial/information-resources/dialogue-data/lang--en/index.htm</a> ) has information on trade union membership, trade union density and collective bargaining rates by country. Additional information may need to be obtained from Ministry of Labour and employers' and workers' organisations in the country.						



**Table 7.2 Efficiency and effectiveness of labour administration and labour inspection services.**

	5/10 years ago	Present
E-governmental services for key functions of labour administration		
Tripartite committees or other mechanisms for definition and implementation of labour administration and labour inspection policies		
Annual total number of staff of labour administration services and labour inspection trained, percentage of the qualified professionals,		
Technical advice provided to employers, workers and their representative organizations		
Annual total number of labour inspection visits and procedures by number of inspectors and subjects treated.		
Percentage of proactive inspection visits in relation to the total		
Percentage of labour force to which labour inspection services were provided annually		
Percentage of accomplished targets in annual labour inspection plans		
Percentage of labour inspection notices for improvement or recommendation effectively complied by employers after the inspection visit		
Percentage of labour inspection sanctions effectively imposed by the court		
Percentage of labour inspection fines effectively collected		
<b>Sources:</b> Websites and annual reports of central labour authorities and labour inspectorates of the ILO member States		

The review should also include a qualitative narrative of the trends and developments with regard to enabling conditions for promoting effective and inclusive social dialogue – labour law, labour administration, mechanisms and institutions for tripartite social dialogue, machinery for collective bargaining and dispute resolution as well as the capacity and the roles of the social partners. This review should aim to identify the specific strengths of social dialogue that can be built on to promote decent work for all as well as main challenges ahead.



## **Section VIII. Main decent work challenges ahead**

This section may start with a brief synthesis of the economic and social development context and challenges to put the decent work situation and challenges in a context. This should be followed by an identification of the key decent work challenges facing the country. These challenges should cluster on core issues rather than be structured according to the four pillars of decent work. The identification of these challenges should be accompanied by a well-argued rationale for their importance and a brief discussion on how and why each of these challenges have a clear bearing on several or all of the decent work pillars.

The linkages between the identified decent work challenges and the preceding exposé and analysis of the decent work situation should be clear. In order to be meaningful and to provide a good basis for prioritisation and focus in the subsequent policy as well as for a discussion on policy options, the number of identified key challenges should be limited, typically not exceeding three to four.

In many instances the different expressions of decent work deficits may have a common main cause, in which case the identified decent work challenges should focus on these cause(s) rather than on the individual expressions of decent work deficits.

This section should not be more than 5 to 6 pages long.



# Main sources of information

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## Data specific guidelines

### Demographic data

Population censuses provide by far the most detailed and reliable sources of demographic stock data (i.e. of the characteristics of the population at a particular point in time). For years in between censuses estimates are made of the size, sex and age distribution and other characteristics of the population. These estimates are typically based on the population of the latest census adjusted for registered or estimated changes in the population (births, deaths, migration). The reliability of the population estimates between census years may often be quite high, but it inevitably declines over time. This problem is particularly pronounced in countries with poor systems of collection of demographic events (births, deaths, migration) and with high levels migration in and out of the country.

Population and household based surveys, such as labour force surveys, demographic and health surveys and socio-economic household surveys, typically use census data adjusted for estimated changes over time, as the sampling frame. Hence, demographic data in such surveys suffer from the same weaknesses as the population estimates between census years. Population and household based surveys taken soon after a population census therefore tend to be more reliable than surveys taken long after the latest population census.

Statistics on demographic flow data – i.e. of demographic events (births, deaths, migration) over time – are collected continuously. Most countries have fairly good systems for registering births and deaths. However, statistics on migration in and out of the country is typically much less reliable. These statistics are usually available in national statistical yearbooks or in recurrent demographic publications by the national statistical office. They are also available, with a time lag, in international data bases, such as that of UN DESA.

### Employment and labour force characteristics

Labour force surveys and population censuses are the two preferred sources of data on employment and the characteristics of the labour force. Population censuses have the advantage of a very high reliability, but the employment and labour force data obtained in the population censuses tends to be much less detailed than in the labour force surveys.

Labour force surveys have the advantage of providing comprehensive and detailed information on the labour force. Most countries adhere to ILO recommendations on definitions and

classifications and on survey methodology, which makes the data easier to interpret and analyse. Where available, labour force surveys are therefore the preferred source of information on the characteristics of the labour force and on employment.

A second best option, if recent labour force surveys or population censuses are not available, are household economic surveys, household income-expenditure surveys, living standard measurement surveys or similar surveys. The main drawbacks of these surveys are (i) that data on employment and the labour force are likely to be less detailed, and (ii) that the definitions and classifications used may often not correspond to international recommendations. When such surveys are used to obtain information on employment and the labour force, a special effort is therefore required to ascertain precisely what definitions and classifications the data are based on. Comparisons over time using both labour force surveys and household socio-economic surveys should, if possible be avoided. If undertaken, they should be preceded with a detailed assessment of the compatibility of the standards and definitions used in the different surveys. Another second best option is to use demographic and health surveys to obtain data on employment and the labour force. While these surveys typically include some such data, they are, as a rule, not very detailed.

A third best option, when no other sources of data are available, is to obtain information on the labour force and on employment from other types of surveys, which may differ greatly with regard to scope and objective, coverage, validity and reliability.

Information on formal sector wage employment is usually much easier to obtain than information self-employment and informal employment. Most countries undertake enterprise/establishment surveys regularly where such information is obtained. Many countries also have systems whereby enterprises regularly supply information on, among other things, their employees.

## **Working poor, poverty and inequality**

The working poor are defined as employed persons whose income is insufficient to bring themselves and their dependents out of poverty. As labour force surveys and population censuses typically do not collect information on income, except at times wages, the information needed to obtain estimates on the working poor usually requires access to other sources of information, which provide information on poverty. Precise information on the number of working poor is best obtained by counting the number of employed persons of working age in poor households. However, this approach requires access to detailed statistics from household income-expenditure surveys or other similar surveys and will therefore usually be beyond the scope of a DWC scan.

There are three other approaches which require less time and effort, but which may yield less exact information.<sup>30</sup>

- Information on the working poor (employed persons in poor households) may be available from existing poverty analysis, made by national authorities such as the national statistical bureau, the World Bank or other international agencies, based on detailed analysis of household income-expenditure surveys. Even if such information is not very recent, it may still be possible to use it to calculate the working poor to headcount poverty ratio (the working poor rate divided by the headcount poverty rate). This ratio can then be applied to more recent information on employment and on headcount poverty to get a good approximation of the number of working poor.
- The ILO data base KILM includes a table with information on the working poor. A distinction should be made between data based on surveys and data based on estimates in using this source.
- As a last resort, the headcount poverty rate may be used as a proxy for the rate of working poor. This approach tends to offer a good approximate in less developed countries with poorly developed systems of social protection, but should be used with great caution in other countries where it is likely to result in an overestimation of the number of working poor.

Productive employment is calculated as the labour force minus the unemployed and the working poor.<sup>31</sup>

Information on poverty and economic inequality is obtained household from socio-economic surveys, income expenditure surveys or other household based surveys, such as living standard measurement surveys, which capture information on consumption and income. Both poverty and inequality are often measured in consumption rather than income terms. The information is available in the descriptive texts accompanying the surveys in question and in independent poverty analyses undertaken by national government agencies or international agencies, such as the World Bank. The World Bank has the largest and most complete international data base on poverty (<http://data.worldbank.org/data-catalog/world-development-indicators>), but other UN agencies also publish poverty data. UNDP is often the best source of information on progress towards the MDG goals.

Information on wages and wage inequality is usually obtained from other sources and often made available more frequently than income and expenditure data for the entire population. Labour force surveys often include information on wages. Other sources are enterprise and establishment surveys.

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<sup>30</sup> For detailed information *Understanding deficits of productive employment and setting targets: A methodological guide* (Geneva: ILO, Employment Sector, 2012). This guide also includes an excel-based software application that greatly facilitate the calculations and the making of forecasts of the need to increase productive employment.

<sup>31</sup> For more on definitions, see 'Small glossary of labour market indicators' in the Chapter on *The Dynamics of Employment, the Labour Market and the Economy*.

## Economic development

The national accounts provide a main source of information on economic development. The ‘production side’ of the national accounts gives details on value added produced by economic sectors, while the ‘expenditure side’ of the account provide information on private and public consumption and savings, that is on how the GDP has been used.

GDP is as a rule published both at current and at constant prices. GDP at constant prices should be used to calculate GDP growth or growth of value added by economic sectors over time. Alternatively, GDP at current prices, deflated by a price index (e.g. consumer price index) may be used as a second best option.

However, for calculations of the sector distribution of GDP at specific year figures on GDP at current prices should be used. Note that the sector distribution of GDP should be calculated as the value added created in the respective sector / total value added produced in the economy. The total value added produced is different from GDP and is calculated as (GDP minus the net of taxes and subsidies on import and production). Most tables on national accounts include both figures on total GDP and on total value added produced. The UNSTAT international data base on national accounts provides ready-made tables on the sector distribution of GDP as well as absolute figures at both constant and current prices. Apart from being easy to use it allows for long time series. <http://unstats.un.org/unsd/snaama/selcountry.asp>.

Other key economic data are usually both produced and published by national statistical agencies, the central bank (mainly balance of payments, inflation and monetary statistics) and the Ministry of Finance (mainly on the Government budget). These data are often also available in international data bases such as those by UNSTAT and IMF.

## Main systems of classification

The International Standard Classification of all Economic Activities (ISIC) is used both to classify value added by economic sectors and to classify the employed by economic sectors. This greatly facilitates comparisons of the composition of GDP and of employment by sectors, the sector contribution to growth of GDP and employment, labour productivity, employment elasticities by economic sectors etc. Other relevant international classifications that should as far as possible be used for reasons of clarity and comparability include:

- ICSE 93 – International classification by status in employment
- ISCED 2011- International standard classification of education
- ISCO 08- International standard classification of occupations.

Details on the content of these classifications are available at [laborsta.ilo.org](http://laborsta.ilo.org).



## Legal framework of Decent Work

Most aspects of decent work have a legal dimension and while law alone cannot bring about decent work, well drafted and implemented labour laws are essential for achieving decent work and for safe-guarding worker rights. Laws also help to clarify the meaning of decent work by providing an authoritative answer to the question of what decent work implies in concrete terms. Hence, analysis of quantitative data and information needs to be complemented by an assessment of the relevant legal frameworks. The ILO has also developed a series of legal framework indicators that are linked to the quantitative decent work indicators as part of broader effort to offer a methodology and generate the necessary information to measure and monitor decent work at the country level.<sup>32</sup>

International Labour Standards, codified in some 8 fundamental conventions, 4 governance conventions and 177 technical conventions, provide an international normative basis for labour legislation. ILO member countries are encouraged to ratify these conventions and use them as a basis for drafting and implementing national legislation. Countries regularly report on implementation of ratified conventions to the ILO and ILO also maintains two supervisory systems – a regular system and special procedures - for monitoring application of ratified conventions. The regular system is based on the countries' own regular reporting and comments by the ILO on these reports. The special procedures entail reviews by Committee of Experts on the Application of Conventions and Recommendations (CEACR) following complaints about breaches against ratified conventions by either workers' or employers' organisations in the country concerned or by another country. Full details on the content of the Conventions, ratification of conventions by countries, reports on implementation of ratified conventions by member countries as well as comments and observations by the CEACR can be found in the ILO database **NORMLEX** (<http://www.ilo.org/dyn/normlex>).

ILO maintains a number of data bases with information on national labour legislation. **NATLEX** <http://www.ilo.org/dyn/natlex> is the most comprehensive of these data bases with full texts of labour laws and other relevant labour legislation for virtually all countries. **LEGOSH** provides an overview of key legislation relevant to OSH which is found in general labour law, a stand-alone OSH Act, or sometimes in public health, social security or even industry specific legislation. This new database features a brief description of the overall OSH legislative structure and summaries of, or quotes from, specific paragraphs of regulatory texts organized around a comprehensive set of themes and descriptors allowing to capture and display meaningful data on any country legal and institutional frameworks in the area of safety and health [http://www.ilo.org/safework/info/publications/WCMS\\_217849/lang--en/index.htm](http://www.ilo.org/safework/info/publications/WCMS_217849/lang--en/index.htm) Other more specialised information can be found in the LABADMIN/OSH webpage, <http://www.ilo.org/safework/lang--en/index.htm> which covers occupational health and

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<sup>32</sup> Details on the Decent work indicators and the legal framework indicators and on how they are measured and should be interpreted are provided in *Decent Work Indicators: Concepts and Definitions* (Geneva: ILO, 2013).

safety information and tools **EPLEX** with information on employment termination laws for some 85 countries, **Workquality** which contains information on minimum wages, working hours and maternity leave and ILO-Ipec's databases on child labour. Information can often also be obtained from the web-sites of Ministries of Labour in the countries concerned.

The following six criteria may be useful in assessing different aspects of the legal and regulatory framework:

- The contents of the laws and regulations. Are they in conformity with the relevant ILO conventions?
- Benefits. Where relevant, the level and duration of benefits.
- Evidence of implementation effectiveness. Comments by CECRA are a main source for ratified conventions. In-country information from ILO constituents and others with good insights on this issue is another good and often necessary source.
- Coverage of workers in law. Does the legislation cover all workers or only some categories? Are there any qualifying conditions in order to be covered by law / regulation?
- Coverage of workers in practice. Actual coverage is often much more limited than the formal, legal coverage. For instance, informally employed are often poorly covered in practice although they may be formally covered.
- Effective enforcement of national legislation. In many cases, the legal framework respects ILS but there is a huge gap between legal texts and the effective application and enforcement

## **Conditions of employment and at work**

Information on conditions of employment and at work should be obtained from three complementary sources: legal information, statistical data and qualitative information from national constituents and other key informants. For a discussion on accessing and assessing legal information, see the section on 'Legal Framework of Decent Work' above. At the heart of the needed statistical data there is the Decent Work Indicators (DWI), which include basic information on all main aspects of conditions of employment and at work. Detailed information on the content of the DWI can be found in *Decent Work Indicators: Guidelines for producers and uses of statistical and legal framework indicators* (Geneva: ILO, 2013). Information on these Decent Work Indicators come from a range of different, mainly administrative sources and can be time-consuming to collect at the national level. ILOSTAT as well ILO specialised data basis (see below) should therefore be the first port of call for this information. Information on wages and working hours as well as on occupational segregation and other aspects of gender inequality in the labour market can often be obtained from labour force surveys, labour inspection services and Ministries of Labour. Information on child labour can be obtained from either labour force surveys or specialised child labour surveys. Other information, such as on

occupational injuries and diseases is often best obtained from Ministries of Labour and Health Labour Inspection Services, Social Security Institutions or the National Statistical Offices. Statistical information often needs to be complemented by ad-hoc surveys, qualitative information from national constituents and other key informants.

## Social protection

There is seldom a single main source of information on social protection at the country level. The type of data and information needed to make an assessment of the social protection system is also quite diverse, but may be categorised under two main headings:

- Information on the system of social protection. This includes information on legislation and policies for social protection as well as on the characteristics of the various contributory as well as non-contributory social protection schemes, which should cover all the four areas of the social protection floor.<sup>33</sup>
- Quantitative information on actual coverage<sup>34</sup> and benefits.

International data and information bases provide the most convenient first port of call to obtain information on both of the above issues. **Social Protection Platform** ([www.social-protection.org/](http://www.social-protection.org/)) [www.social-protection.org/](http://www.social-protection.org/) is a main internet portal for global and country level information on social protection with links to a wide range of international as well as regional data bases. The Social Protection Department of the ILO has a comprehensive data base **ILO Social Security Inquiry (SSI)** [http://www.ilo.org/dyn/ilossi/ssimain.home?p\\_lang=en](http://www.ilo.org/dyn/ilossi/ssimain.home?p_lang=en) providing information on a wide range of social security related indicators as well as on the various social protection schemes for most countries. The International Social Security Association (ISSA) maintains a web site with overviews of the legal and regulatory framework as well as details on the existing social protection schemes structured by areas for most countries [www.issa.int/](http://www.issa.int/). This web-site provides a good complement to the ILO Social Security Inquiry. The World Social Protection Report includes statistical appendix with country level statistics on main social protection indicators structured by themes. While these international sources often will go a long way in providing the necessary information, it is useful to complement them with a review of the main national sources of information, not least as national sources may provide more up-dated information. Much of the quantitative information on actual coverage and health as well as

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<sup>33</sup> Income security for children, for persons in active age groups who are unable to earn sufficient income, and for elderly, and essential health care.

<sup>34</sup> Social security coverage is a multidimensional concept with at least three dimensions: 1) Scope. This is measured here by the range (number) and type of social security areas (branches) to which the population of the country has access. 2) Extent. This usually refers to the percentage of persons covered within the whole population or the target group (as defined by e.g. gender, age or labour market status) by social security measures in each specific area. 3) Level. This refers to the adequacy of coverage by a specific branch of social security. It may be measured by the level of cash benefits provided, where measurements of benefit levels can be either absolute or relative to selected benchmark values such as previous incomes, average incomes, the poverty line, and so on.

related demographic and health statistics can be obtained from national statistics. Government budgets provide up-to-date information on actual public expenditures on main social sectors, which the more detailed statistics. Information on social protection schemes often can be obtained from the relevant sector ministries and social security institutions.

## **Social dialogue**

Information on the legal and institutional framework for social dialogue can be fairly readily obtained from a number of sources. Information on ratification and implementation of the two fundamental labour conventions related to the freedom of association - the right to organise and engage in collective bargaining as well as the technical labour conventions pertaining to social dialogue and labour market governance - can be obtained from NORMLEX. Additional information on the national legal framework can be found in NATLEX and in the more specialised data base on labour inspection profiles <http://www.ilo.org/public/english/dialogue/>. Decent Work Indicators provide information on trade union density, on the share of enterprises belonging to employers' organisations and on collective bargaining coverage rates. More detailed information on the structures and memberships of trade unions and employers' organisations can usually be obtained from the respective organisations. Ministries of Labour are the main repositories of information on labour administration. Information concerning the institutional framework for social dialogue and the functioning of national tripartite institutions can be found in the ILO/AICESIS Data base:

[http://www.aicesis.org/files/publications/815/140612\\_Blue\\_Book\\_Knowledge\\_Base\\_Version.pdf](http://www.aicesis.org/files/publications/815/140612_Blue_Book_Knowledge_Base_Version.pdf)

However, social dialogue has important qualitative aspects that are not captured by statistics and other written information. In-depth consultations and discussions with Government and the social partners in the country are therefore required to obtain a good understanding of the situation with regard to social dialogue.

# Main international data bases and sources

## ILO data bases

### International Labour Standards

- NORMLEX ([www.ilo.org/dyn/normlex](http://www.ilo.org/dyn/normlex)) is an exhaustive data base on International Labour Standards and ILO Conventions. It includes country level information on ratification and government reports on implementation of ILO conventions, complaints against breaches in implementation and comments and observations by the ILO Committee of experts on the application of conventions and recommendations. It also contains the full text of all ILO Conventions.
- NATLEX ([natlex.ilo.org](http://natlex.ilo.org)). Database of national labour, social security and related human rights legislation maintained by the ILO's International Labour Standards Department. Records in NATLEX provide abstracts of legislation and relevant citation information, and they are indexed by keywords and by subject classifications.

### Employment:

- ILOSTAT (<http://www.ilo.org/ilostat>) Provides comprehensive recent data on employment and labour market indicators for 165 countries. The data is largely based on national labour market surveys, but includes information on most Decent Work indicators. Data prior to 2008 and additional information, such as sources and methods, are still available in LABORSTA but will gradually be migrated to ILOSTAT.
- LABORSTA ([laborsta.ilo.org/](http://laborsta.ilo.org/)) A main international source for country level employment statistics. The statistics in this data base is mainly based on labour force surveys or other national surveys containing employment data, but may for some years also be based on official estimates. LABORSTA also has the advantage of providing detailed and easily accessible information on international classification systems (such as for economic sectors, occupations, education) and on definitions. LABORSTA was discontinued in 2008 as its function was taken over by ILOSTAT.
- KILM (<http://kilm.ilo.org/kilmnet/>) A comprehensive database with country level data on a broad range of labour market indicators, including topics such as labour force participation, employment, hours of work, unemployment, wages, labour productivity and income distribution. It is also one of the few sources of information on the number of working poor. It is an interactive data base and is in particular useful for cross-country comparisons.

## Working conditions and Occupational safety and health

- ILO Database on Conditions of Work and Employment Laws (<https://www.ilo.org/dyn/travail/travmain.home>)  
Contains information on the legal and regulatory framework on three main decent work issues – minimum wages, working time and maternity protection - for more than 100 countries. It allows customized searches on individual countries and cross-country comparisons of laws.
- ILO's National Labour Law Profiles data base provides overviews of the legal and regulatory framework on most areas relevant to Decent Work on a limited (30-40) number of countries <http://www.ilo.org/ifpdial/information-resources/national-labour-law-profiles/lang--en/index.htm>.
- EPLex <http://www.ilo.org/dyn/epllex> provides information on laws on employment termination for some 85 countries. The information covers more than 50 indicators addressing all main issues of employment protection legislation.
- LEGOSH, The database compiles the wealth of global legislation in occupational safety and health (OSH) and serves as a snapshot of the current major national legislative requirements. Policy briefs and fact sheets can be developed based on the available data. LEGOSH can also be used as a tool for monitoring and mapping large-scale trends [http://www.ilo.org/safework/info/publications/WCMS\\_217849/lang--en/index.htm](http://www.ilo.org/safework/info/publications/WCMS_217849/lang--en/index.htm)
- e-OSH DVD: Electronic library on occupational safety and health) covers ILO standards on OSH, occupational health and safety technical and training materials, , chemical safety data sheets,. available also online at <http://www.ilo.org/safework/lang--en/index.htm>
- International Chemical Safety Cards (ICSC) [www.ilo.org/icsc](http://www.ilo.org/icsc). The ICSC are data sheets intended to complement available chemical safety information at the national or enterprise level by providing up-to-date essential safety and health information in line with applicable ILO Conventions, the EC Directive 2001/59/EC and the criteria of the Globally Harmonized System of Classification and Labelling of Chemicals (GHS).Country profiles on OSH. The Promotional Framework for Occupational Safety and Health Convention 2006 (No 187) and its accompanying Recommendation (No 197) requires the preparation of a national occupational safety and health profile which provides for a baseline to assess the effectiveness of the national structure and system. Countries are encouraged to design and update regularly their OSH profiles to design, adopt and implement national policies on OSH. The following page provides for updated existing profiles designed in collaboration with the ILO. (<http://www.ilo.org/safework/countries/lang--en/index.htm>)

## Social protection

- The Social Protection platform ([www.social-protection.org](http://www.social-protection.org)) serves as a main internet portal for statistics and information on social protection globally with comprehensive links to other web-sites.
- ILO Social Security Inquiry (SSI) [www.ilo.org/dyn/ilossi](http://www.ilo.org/dyn/ilossi) provides information on a wide range of social security related indicators as well as on the various contributory or non-contributory social protection schemes for most countries, including social insurance, universal benefits and social assistance programmes.
- ISSA (<http://www.issa.int>) has comprehensive country level information on indicators related to social security as well as on various types of social security schemes. . The series “Social Security Programs Throughout the World” is produced by the International Social Security Association (ISSA) with the support of the ILO, and is a good complement to ILO’s Social Security Inquiry.
- The World Social Protection Report is a triannual publication with comprehensive analytical thematic texts as well as a comprehensive statistical appendix with country level information on a wide range of indicators related to social protection. <http://www.social-protection.org/gimi/gess/ShowTheme.action?th.themeId=3985>

## Social dialogue

- ILO’ Social Dialogue Data base (<http://www.ilo.org/ifpdial/information-resources/dialogue-data/lang--en/index.htm>) has information on trade union membership, trade union density and collective bargaining rates by country.
- ILO/AICESIS National tripartite social dialogue institutions Data base ([http://www.aicesis.org/files/publications/815/140612\\_Blue\\_Book\\_Knowledge\\_Base\\_Version.pdf](http://www.aicesis.org/files/publications/815/140612_Blue_Book_Knowledge_Base_Version.pdf))
- **National labour inspection profiles can be obtained in LABADMINOSH website ([http://www.ilo.org/labadmin/info/WCMS\\_DOC\\_LAB\\_INF\\_CTR\\_EN/lang--en/index.htm](http://www.ilo.org/labadmin/info/WCMS_DOC_LAB_INF_CTR_EN/lang--en/index.htm)).**

## Child Labour

- Child labour statistics (<https://www.ilo.org/dyn/clsurvey/lfsurvey.home>)
- Child labour survey (<http://www.ilo.org/ipecc/ChildlabourstatisticsSIMPOC/Questionnairesurveysandreports/lang--en/index.htm>)

## Publications

- LABORDOC (<http://labordoc.ilo.org/?ln=en>)

Labordoc, the ILO Library's database, contains references and full text access to the world's literature on the world of work. It covers all aspects of work and sustainable livelihoods and the work-related aspects of economic and social development, human rights and technological change. It includes books, articles, reports, and journals available at the ILO Library in Geneva and several ILO libraries around the world.

## Other international sources

UNSTATS is a main international source of demographic, economic and social statistics. It publishes the national accounts for all virtually countries (see <http://unstats.un.org/unsd/snaama/selcountry.asp>). This is a good and reliable source of national accounts statistics, which has the advantage of being standardised, easily accessible and permitting comparisons over long periods of time. UNSTAT also publishes a wide range of demographic statistics, both census data and vital statistics, albeit with some delay.

UN DESA (<http://esa.un.org/unpd/wpp/>) publishes demographic projections and forecasts, which may at times be difficult to access from national sources. They also publish statistics on demographic flow data – such as birth and death rates, total fertility rate etc – and stock data, such as age and sex structure of the population. Their ‘country profiles’ which show key demographic data and their evolution over time in the form of graphs provide an easy point of entry for getting a quick overview of the demographic situation. A disadvantage is that the data are published with some time-lag.

IMF is a main source of information on macro-economic statistics. Statistics on balance of payments, trade, finance, government finances and national accounts are available at <http://elibrary-data.imf.org>. IMF's Article IV Country Reports ([www.imf.org](http://www.imf.org)) also includes much of the same data in statistical appendices. However, note that the classifications used by IMF do not always correspond with standard UN classifications.

The World Bank publishes a wide range of development related statistics, including data on poverty and on other development related variables that may not be easily available from elsewhere. The gateway to their statistical data base is the World Development Indicators (<http://data.worldbank.org/data-catalog/world-development-indicators>).

UNESCO Institute for Statistics ([www.uis.unesco.org](http://www.uis.unesco.org)) provides country level statistics on education, literacy, science & technology, culture and communication.

The Global Health Observatory (GHO) of WHO ([www.who.int/gho/](http://www.who.int/gho/)) brings together the main health data and statistics for most countries and include descriptive and analytical summaries of health indicators for major health topics.



UNICEF (<http://www.unicef.org/statistics>) publishes a wide range of child related statistics on nutrition, health, HIV/AIDS, education, demographic indicators, mother and child protection etc.

**The European Agency for Safety and Health at Work (EU\_OSHA)** raises awareness and disseminate information on the importance of worker's health and safety for European countries; designs and develop hands-on instruments for micro, small and medium-sized enterprises to help them assess their workplace risks, share knowledge and good practices on safety and health; collaborates with governments, employers' and workers' organisations, EU bodies and OSH networks in EU Member States and EFTA countries. <https://osha.europa.eu/en>

**WHO:** The World Health organization includes Occupational health among its areas of work dealing s with all aspects of health in the workplace and has a strong focus on primary prevention of hazards. [http://www.who.int/topics/occupational\\_health/en/](http://www.who.int/topics/occupational_health/en/)



# Country specific inventory and assessment of main sources of data and information

An inventory of the easily available main sources of data and other information relevant to the DWCD should be made prior to initiating the analysis. The main purpose of this inventory is to get a good idea of availability of relevant statistics and information and to identify main data and information gaps and possible problems of a definitional or conceptual nature. This is important in order to make an informed decision on the scope, coverage and main reference periods of the study as well on methodological issues, such as the selection of main sources of employment and other statistics (labour force surveys, population censuses etc.) The inventory should not only determine the availability of information, but also to the extent possible make a first effort to identify possible problems of comparability across sources etc. For reasons of time-efficiency and to ensure high and uniform standards the inventory should be a well-structured process. The guidelines below and the example in the appendix provide a suggestion of how this can be done.

Based on the inventory a written assessment should be made of the scope for making a DWCD and on the implications of the availability of data and information on the coverage of the study. The assessment should address the following questions and issues:

- A brief review of the characteristics of the available employment, labour market and other Decent Work relevant information, including an identification of main strengths, weaknesses and gaps.
- What are the implications of the availability and data and information for the scope, coverage and implementation of the DWCD?
- How can the available data and information be put to optimal use for the purpose of the DWCD (including choice of reference period, selection of main sources and combination of sources of information)?

As a rule, it is preferable to use data as close to the original source as possible. ILO databases and the national statistical agency are therefore the logical first ports of call for the inventory, but it should also be extended to other agencies that regularly collect and publish statistical information, such as the central bank. The inventory of national level statistics should include:

- Labour force surveys
- Population censuses
- Socio-economic household surveys / Household income expenditure surveys / Living standard measurement surveys or other similar surveys capturing consumption and incomes
- Health and demographic surveys
- Demographic and health surveys

- National statistical yearbooks
- Basic economic statistics, notably the national accounts, the balance of payments and the consolidated government budget. The former two are usually available from the Central Bank, while the Ministry of Finance is the most likely source of information on the government budget. All three are usually also published in national statistical yearbooks.

It may also include agricultural surveys/censuses, industrial surveys/censuses and enterprise surveys and other surveys and sources of specialised statistics, depending on the country specific context.

The inventory of the ILO data bases should ascertain the country coverage and main information available in these data bases on the country in question and should also ascertain that they are properly updated with the latest relevant national statistics and legislative acts.

The inventory should also look into what statistical variables are included in the different surveys and other sources and how these variables are defined.

A number of different sources of statistics and data will invariably have to be used to collect the desired information. However, the same type of sources should be used for comparisons over time as definitions, classifications, sampling methods etc. often differ between different sources of data even within the same country, which makes comparisons over time based on different sources very precarious. Hence, for instance, comparisons of employment trends over time should be based on labour force surveys taken at different points in time, or on population censuses or on other surveys containing the desired information, but not on a combination of these different sources. In practice, this implies that one is often constrained in the selection of the period(s) over which the analysis will be made.

Other international statistical bases can also be used if and when access to the national sources is difficult. However, it should be remembered that statistics from international data bases are as a rule not more reliable than the national data on which these statistics are based. As there is usually a time lag between the publication of national statistics and the inclusion of these statistics in international data bases, the most recent data is typically found at the national level. However, international statistical data basis have the advantage of offering a higher degree of cross-country comparability.

An example of an inventory of data and information for a DWCD is provided in the Appendix. This example also includes a standardised checklist of main statistical indicators used in the DWCD, which can serve as a useful guideline in the implementation of the inventory.

# APPENDIX

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## Inventory and assessment of data and information for DWCD: Tajikistan, an example

### Brief assessment

- Tajikistan's National Development Strategy covers the period 2007-2015. Tajikistan has had two Poverty Reduction Strategies' (PRS). The last one covered the 2010-2012 period. No new PRS has been developed since then. The current UNDAF covers the period 2010-2015. The current DWCP covers the period 2011 – 2013.
- Tajikistan has undertaken two Labour Force Surveys (LFS) in recent time, one in 2004 and one in 2009, not least as Tajikistan was still recovering from the 2008 global financial crisis in 2009. Two different types of household surveys make it possible to get information on poverty and household incomes for 2005 and 2007 and 2007 and 2009 respectively. Data between across these two sources are not necessarily comparable. Two population censuses, in 2000 and 2010 are another important source for population and employment statistics. In view of the above, the main reference period for a DWCD on Tajikistan should be 2004 – 2009. In addition, it would be useful to add some more recent data where available. Considering that the past decade has been characterised by a recovery from a societal collapse and civil war (1994-1997) a proper perspective would require than an analysis of the 2004-09 period is put in its proper historic perspective.
- There would appear to be adequate information for both the country context analysis and an analysis of employment and the labour market, using 2004 and 2009 as reference points in time.
- Labour migration is a huge issue in Tajikistan, which has been quite extensively studied. Still, fully integrating this aspect into the analysis will be a methodological challenge.
- Tajikistan has ratified 49 ILO conventions, including all the eight core ILO conventions a few governance conventions. It should be possible to make a reasonably good desk review of ratification and implementation of ILS based on Normlex and Article 22 reviews, plus additional information on child labour & trafficking from other sources. Additional insights from in-country observations would bring additional value.
- ILO databases have information on the content of labour legislation on working conditions and OSH, but very little on coverage and effective implementation. Such information would mostly need to be obtained locally. It should be noted that the situation for workers in the informal economy and not least for migrant workers would require particular attention.
- Information on social security available in ILO databases and in WSPR is old. Additional information would need to be obtained locally.
- Social dialogue in Tajikistan is not covered in ILO databases and there is not much published on the theme. An assessment of the situation with regard to social dialogue would therefore have to rely heavily on in-country information

- Information on Tajikistan in ILO and other international databases are in English. Some statistics published in Tajikistan is in English, but much of the statistics and information published in country is only available in Russian and Tajik. Knowledge of Russian or some assistance with translation from Russian/Tajik would therefore be required.

By way of summing up, the availability of data and information for a DWCD on Tajikistan is quite good, although there are some important information gaps. Although much of the information could be collected, processed and analysed in the form of a desk study, some additional collection of statistics and information in the country would be needed, not least in the fields of social dialogue, social protection and working conditions. Furthermore, in-country insights and knowledge from ILO staff in the country and, not least, from our national constituents would yield considerable value added to the analysis, through additional insights, nuances and depth.

## Main sources

### *ILO sources*

<b>Child Labour</b>	Multiple Indicator Cluster Survey 2005
<b>Condition of Work and Employment Law</b>	Nothing
<b>EPLex</b>	Nothing
<b>GESS</b>	Nothing
<b>ILO Social Security Inquiry</b>	Nothing
<b>ILOSTAT</b>	2009-2010.
<b>ISSA</b>	<a href="#">Link</a> . More details on content see Appendix II
<b>LABORDOC</b>	25 results related with Tajikistan. <a href="#">Link</a> .
<b>LABORSTA</b>	1999-2008 as above.
<b>National Labour Law Profile</b>	Nothing
<b>NATLEX</b>	Tajikistan's national labour, social security and related human rights legislation <a href="#">Link</a>
<b>NORMLEX</b>	49 conventions <a href="#">Link</a>
<b>Social Dialogue</b>	Nothing
<b>World Social Protection Report (WRSP)</b>	Information on all main aspects of social protection. Link: <a href="http://www.social-protection.org/gimi/gess/ShowTheme.action?id=3985">http://www.social-protection.org/gimi/gess/ShowTheme.action?id=3985</a>

### *National sources*

Survey	Recent year	Previous year
Census	2010	2000
DHS	2012	
LFS*	2009	2004
HBS	2007	2005
MICS	2005	2000
TLSS	2009	2007

HBS = Household budget Survey

MICS = Multi-Indicator Cluster Survey

TLSS = Tajikistan living standard survey

\*Only in Tajiks and Russian

## National Development Strategy

National Development Strategy of the Republic of Tajikistan for the period to 2015

### Other national sources

#### **Analytical tables**

##### **Real sector**

Basic economic data, 2003-2011  
Nominal and real GDP, 1991–2011  
Nominal GDP by branches of origin, 1995-2011  
Manufacture of agricultural production, 1980–2011  
Production and yields of major agricultural crops, 1985-2011  
Animal husbandry, 1985–2011  
Allocation of agricultural land in 2011  
Industrial output by sector at constant prices, 1980–2011  
Selected indicators of industrial production, 1985–2011  
Electricity output, sale and consumption, 1980–2011  
Fuel consumption, 1991–2011  
Indices of real GDP, employment and energy consumption, 1991–2011  
Labour resources and employment, 1985–2011  
Registered unemployment, 1994–2013  
Employment by sector of economy, 1985–2011  
Consumer price index, 1995–2013  
Producer price index, 1995–2011  
Monthly wages, 1995–2013  
Average monthly wages by sector, 1985–2011

##### **Socio-demographic sector**

Basic social indicators, 1970–2011

##### **Fiscal sector**

State budget, 1998-1999  
Implementation of state budget, 2000-2011

##### **Financial sector**

Credit to the economy from commercial banks, 1996–2011

##### **External sector**

Exports by product, 1997–2011  
Imports by product, 1997–2011  
Destination of exports, 1997–2011  
Origin of imports, 1997–2011

Source	Agency on statistics under president of the republic of Tajikistan <a href="http://www.stat.tj/en/">http://www.stat.tj/en/</a>
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## Main statistical indicators

Indicator	Preferred source	Exist/No	Recent year	Previous year	Source
Population per age and sex	census	Yes	2010		census
Population growth rate, %/year	Census, national statistics	Yes	2010		WB
Net migration	WB, UNSTAT	Yes	2010	2005	WB
dependent ratio	census	can be calculated			
fertility rate	DHS	Yes	2012		DHS
urbanisation rate	census	Yes	2007		TLSS
Education level of working age population by sex	Census, LFS	Yes	2007, 2009?		TLSS, LFS?
Education level of working age population by urban/rural	Census, LFS	Yes	2007, 2009?		TLSS, LFS?
Net enrolment in primary	UNESCO	Yes	2010	2002	UNESCO
Net enrolment in secondary	UNESCO	Yes	2010	2002	UNESCO
Children not in school	WB, Unicef	No			
Life expectancy at birth by sex	DHS, WHO, WB	Yes	2010		Taji Stat
Child mortality	DHS, WHO, UNICEF, WB	Yes	2010	1990	UNICEF
Prevalence of stunting	DHS, WHO, UNICEF, WB	Yes	2006-2010		UNICEF
Prevalence of wasting	DHS, WHO, UNICEF, WB	Yes	2006-2010		UNICEF
% underweight children under age of 5	DHS, WHO, UNICEF, WB	Yes	2006-2010		UNICEF
HIV/AIDS infection rate, both sex aged 15-49	DHS, WHO, WB	Yes	2009		UNICEF
HIV/AIDS infection rate, female aged 15-24	DHS, WHO, WB	Yes	2009		UNICEF
HIV/AIDS infection rate, male aged 15-24	DHS, WHO, WB	Yes	2009		UNICEF
% of people with advanced HIV infection benefitting from Antiretroviral therapy	DHS, WHO, WB	No			
% of birth attended by skilled health personnel	DHS, WHO, WB	Yes	2005		
% of health expenditure not financed by out of pocket payments	DHS, WSPR	Yes	2006	2005	WSPR
GDP growth	UNSTAT, IMF	Yes	2011	1991	UNSTAT, Tajik stat
Per capital GDP	UNSTAT, IMF	Yes	2011	2007	Taji Stat
inflation CPI	UNSTAT, IMF	Yes	2011	2008	UNSTAT
Consolidated government budget revenues, % GDP	IMF	Yes	2010	2008	IMF
Consolidated government expenditures, % of GDP	IMF	Yes	2010	2008	IMF
Budget (Cash) deficit / surplus, % of GDP	IMF	Yes	2010	2008	IMF
Gross fixed capital formation, % of GDP	UNSTAT, IMF	Yes	2011	2007	UNSTAT
Gross savings, % of GDP	UNSTAT, IMF	Yes	2011	1991	UNSTAT
Adjusted net savings, % of GDP	WB	No			
Remittances as % of GDP	IMF	Yes	2011		IMF, WB
Labour share in GDP, %	National Account, IMF	No			
Sector distribution of GDP	UNSTAT	Yes	2011	1991	
Sector distribution of employment	ILOSTAT, Laborsta	Yes	2011	2004	Taji Stat



Indicator	Preferred source	Exist/No	Recent year	Previous year	Source
Income inequality p90/p10	HIES	Yes	2003, later?	1999	Taji Stat
GINI coefficient of income or consumption	HIES	?			TLSS
Headcount poverty rate (poverty line)	HIES	Yes	2009	2005?	TLSS, HBS?
Headcount poverty rate (1.25 USD)	HIES	No			
Headcount poverty rate (2.00 USD)	HIES	No			
Poverty gap	HIES	Yes	2009	2005?	TLSS, HBS?
Average household weekly income by main source	HIES	?			
Average household weekly income by main source and area	HIES	?			
Child labour	LFS, ILO	Yes	2005	2000	MICS
Hazardous child labour	LFS, ILO	No			
working age population	LFS, Census	Yes	2009	1995	Taji Stat
In the labour force	ILOSTAT (LFS)	Yes	2009	2004	ILOSTAT, Laborsta
Employed	ILOSTAT (LFS)	Yes	2009	2004	ILOSTAT, Laborsta
Unemployed	ILOSTAT (LFS)	Yes	2009	2004	ILOSTAT, Laborsta
LFPR	Can be calculated	Yes	2009	2004	ILOSTAT, Laborsta Taji Stat
Employment rate	Can be calculated	Yes	2009	2004	ILOSTAT
Unemployment rate	Can be calculated	Yes	2009	2004	ILOSTAT
Employment to population rate	Can be calculated	Yes	2009	1995	Taji Stat
Youth not in education and not in employment, %	LFS, Census	No			
Unemployment rate by sex and age group	ILOSTAT (LFS)	Yes	2009	2004	ILOSTAT, Laborsta
Employment status	ILOSTAT (LFS)	Yes	2009	2004	ILOSTAT, Laborsta
% wage employment in non-agricultural employment	ILOSTAT (LFS)	No			
Informal employment as % of total employment	ILOSTAT (LFS)	No			
Informal wage employment as % of total employment or of total wage employment	ILOSTAT (LFS)	No			
Sector contribution to the growth of GDP and employment	UNSTAT, ILOSTAT (LFS)	Yes	2009	2004	UNSTAT, ILOSTAT, Laborsta
Growth of employment by sector	ILOSTAT (LFS)	Yes	2009	2004	ILOSTAT, Laborsta
% of wage workers earning less than 2/3 of median hourly earnings	ILOSTAT	No			
average real wage	ILOSTAT (LFS)	Yes	2012	1995	Taji Stat
minimum wage	ILO	Yes	2012	1995	Taji Stat
manufacturing wage index	ILOSTAT	No			
Employees with recent job training		No			
% employed working excessive hours	ILOSTAT (LFS)	No			
Usual hours worked	ILOSTAT (LFS)	Yes	2009	2004	
Time-related underemployment rate, %	ILOSTAT (LFS)	No			
Occupational injury rate, fatal	ILO	No			
Occupational injury rate, no fatal	ILO	No			

Indicator	Preferred source	Exist/No	Recent year	Previous year	Source
Labour inspector per 10,000 employed person	ILO	No			
Occupational segregation by sex	ILOSTAT (LFS)	No	2009, 2010	2004	Census
No. of social security branches with statutory provision	WSPR	Yes	2014/15		WSPR
% of population aged 65+ benefiting from a pension	WSPR	Yes	2014/15		WSPR
% of labour force contributing to a pension scheme	WSPR	Yes	2014/15		WSPR
% of persons with disabilities receiving benefits		No			
Employment injury, protected persons as % of labour force	WSPR	Yes	2014/15		WSPR
Unemployment protection, protected persons as a % of labour force		No			
Maternity protection, protected persons women as % of female labour force	WSPR	Yes	2014/15		WSPR
Beneficiaries of cash income support (cash transfers) (% of the poor)					
% of children receiving benefits		No			
% of total population covered by health protection	WSPR	Yes	2014/15		WSPR
Public social protection expenditure (% of GDP)	WSPR	Yes	2014/15		WSPR
Public expenditure on needs based cash income support (% of GDP)	WSPR	Yes	2014/15		WSPR
Union density rate	ILO	No			
Enterprises belonging to employer organization (rate)	ILO	No			
Collective bargaining coverage rate	ILO	No			

## Glossary of selected indicators

**Child labour rate:** This is the percentage of overall child population in child labour aged 5 to 17. The term child labour reflects the engagement of children in prohibited work and, more generally, in types of work to be eliminated as they are socially and morally undesirable, guided by national and international standards.

**Forced labour rate:** This is the proportion of the employed who are currently engaged in forced labour, which reflects the extent of the problem at a given point in time.

**Deficit of productive employment:** The sum of the unemployed and the working poor, i.e. the labour force minus the productively employed. Can also be expressed as percentage of the labour force.

**Dependency ratio (age-based):** The non-working age population (under 15 and above 65) as a share of the working age population

**Dependency ratio (actual):** The population outside the labour force as a share of the labour force. This indicator tells you how ‘how many mouths each breadwinner has to feed apart from his/her own’.

**Discouraged workers:** Persons of working age who are available for work and who would like to work, but who have given up actively seeking employment. These are included in a broader definition of unemployment, in which case the definition of the labour force is also broadened. Otherwise, they are considered outside the labour force. The **economically active population** or the **labour force** is made up of the employed and the unemployed.

**Employee:** Same as wage worker.

**Employment in excessive working time:** The share of the employed who work more than 48 hours per week. In developing countries this is usually an indication of very low productivity, i.e. you have to work many hours to earn enough to meet basic needs. The lower the income per hour the more hours per week you have to work.

**Employee:** Persons who were engaged in the production of goods for sale, barter or own consumption and/or of services for sale or barter during a reference period (typically, at least one hour during the past week) and persons with a job/business, but who were temporarily absent from work during the reference period. Note that employed includes both wage employed and self-employed.

**Employment:** The use of labour to produce goods for sale, exchange or own consumption and/or services for sale or exchange → Economic activities that are included in GDP and national accounts.

**Employment to population ratio:** MDG 1b indicator. The share of the working age population who are employed. Sometimes it is also referred to as employment ratio.

The **informal economy** forms part of the market economy. It covers informal employment both in informal enterprises (small unregistered or unincorporated enterprises), and outside informal enterprises. Informal entrepreneurs and workers share one important characteristic: they are not recognised or protected under existing legal and regulatory frameworks.

**Informal employment** includes all remunerative work, i.e. both self-employment and wage employment, that is not registered, regulated or protected by existing legal or regulatory frameworks, as well as non-remunerative work undertaken in an income producing enterprise. Informal workers do not have secure employment contracts, worker’s benefits, social protection or workers’ representation. This concept overlaps closely with those working in the informal economy, but it also includes those working in formal ‘sector’ firms, but who do not have a formal contract.

**Labour force** same as **Economically Active Population:** The labour force consists of the employed and the unemployed.

**Labour force participation rate (LFPR):** The share of the working age population who are in the labour force, i.e. who are either employed or unemployed.

**Labour market status:** The form of employment. Consist of four categories. Employees (wage employed), employers, own-account workers (self-employed) and unpaid family helpers (contributing family workers).

**Occupational frequency rate (fatal and non-fatal):**

The frequency rate of new cases of occupational injury:

Number of new cases of occupational injury during  
the reference period x 1,000

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Total number of hours worked by workers in the

reference group during the reference period

This may be calculated separately for fatal and non-fatal occupational injuries.

**Occupational incidence rate:**

The incidence rate of new cases of occupational injury:

Number of new cases of occupational injury  
during the reference period x 1,000

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Total number of workers in the reference group  
during the reference period

This may be calculated separately for fatal and non-fatal injuries.

**Occupational severity rate:**

The severity rate of new cases of occupational injury:

Number of days lost as a result of new cases of  
occupational injury during the reference period x 1,000,000

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Total amount of time worked by workers in the  
reference group during the reference period

This should be calculated separately for temporary incapacity for work, permanent  
incapacity for work and fatal injuries.

**Productive employment / productively employed:** Those who are employed and who are not working  
poor.

**Self-employed** Same as own account worker: Employed who work for themselves and whose  
remuneration is directly dependent upon the profits (or the potential for profits) derived from the goods  
and services they produce (where own consumption is considered to be part of profits).

**Time related underemployment:** Those working less than full working hours (usually defined as less than  
35 hours per week) and would like to work more hours. Underemployment is sometimes also used in a  
more general sense to cover underutilisation or inefficient use of a workers productive capacity.

**Unemployed:** Persons who did not engage in any work, but who were actively looking for work and  
available for work during a reference period. The concept of unemployment can be expanded to include

discouraged persons, who are available for work and would like to work but who do not actively seek work as no work is believed to be available.

**Unpaid family workers**, same as **contributing family workers**: Workers who hold a "self-employment" job in a market-oriented establishment operated by a related person living in the same household, who cannot be regarded as a partner, because their degree of commitment to the operation of the establishment, in terms of working time or other factors, is not at a level comparable to that of the head of the establishment.

**Unemployment rate**: The share of the labour force who are unemployed.

**Vulnerable employment**: MDG 1b indicator. The sum of own-account workers and contributing family workers/unpaid family workers.

**Working age population**: Population aged 15+ (other national definitions exist).

**Working poor** MDG 1b indicator. Those who are employed but who do not earn enough to bring themselves and their dependants out of income poverty.

**Working poverty rate**: The share of the employed who are working poor. Closely related to, but not identical to, headcount poverty rate.

**Youth unemployment (rate)**: The number/share of youth (aged 15-24) who are in the labour force and unemployed. Often calculated as percentage of the labour force aged 15-24.

**Youth not in education and not in employment**: The number/share of youth (aged 15-24) who are not at school and who do not work (irrespective of whether they are looking for work or not). Often calculated as percentage of total number of youth.

**Average real wages**: This indicator captures the general evolution of wage income over time. Real wages are calculated by dividing nominal monthly wages by the Consumer Price Index.

**Manufacturing wage index**: This indicator is used to measure the change in wage rates in the manufacturing sector (between the latest year and the last base year when the index equalled 100). Statistics on average wages in manufacturing are influenced by shifts in employment between different industries, and the index controls for changes in the structure of employment in order to isolate the effect of changes in wage rates.

**Minimum wage as a percentage of the median wage**: This indicator expresses minimum wages as a percentage of median monthly wages, in order to determine the level of minimum wages in relation to the overall pay structure.

**Trade union density rate**: Percentage of workers in a given reference group (employed/employees) who are trade union members.

***Employers' organization density rate:*** Percentage of enterprises belonging to an employers' organization.

***Collective bargaining coverage rate:*** This is the proportion of workers in employment whose pay and/or conditions of employment are directly or indirectly (egg through extension clauses) determined by one or more collective agreements

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