

(3) All necessary and practicable measures should be taken to develop, within the framework of the general vocational guidance facilities, specialized employment counselling for technicians, professional workers, salaried employees and executive staff.

24. Special attention should be given, in connection with employment counselling, to the development of appropriate methods for the technical selection of workers for particular occupations and industries.

## V. PRINCIPLES OF ADMINISTRATIVE ORGANIZATION

25. Vocational guidance and employment counselling should be organized and co-ordinated on the basis of a comprehensive general programme, established and developed in the light of regional and local conditions and adaptable to changes in such conditions.

26. In order to encourage the development of vocational guidance and employment counselling facilities, provision should be made by the central authorities (including, where appropriate, the central authorities of the federated units of federal States) for—

- (a) Adequate financing of such facilities ;
- (b) Appropriate technical assistance ; and
- (c) Development of methods and materials suitable for use on a nationwide basis.

27. All necessary and desirable measures should be taken by the competent authorities to secure effective co-operation, nationally and locally, between the public and private bodies engaged in vocational guidance or employment counselling activities.

### *A. Administrative Arrangements for Vocational Guidance for Young Persons, Including Those in School*

28. (1) The competent authorities should make appropriate arrangements for the co-ordination, nationally and locally, of policy and action in the field of vocational guidance, due regard being paid to the responsibility of the parents and to the appropriate functions of private vocational guidance bodies.

(2) These arrangements should be directed more particularly towards—

(a) Maintaining effective public service to young persons, in co-operation with other interested agencies as appropriate without duplication of effort ; and

(b) Facilitating, as may be desirable and with due respect for confidential data, the exchange of information concerning—

- (i) The extent and character of the need for vocational guidance services and of the facilities already available ;
- (ii) The young persons applying for vocational guidance ;
- (iii) Industries, trades and occupations ;
- (iv) Employment and training opportunities ; and
- (v) The preparation and use of vocational guidance materials including appropriate tests.

29. (1) National and local administrative responsibility for vocational guidance should be clearly defined.

(2) With due regard to this division of authority, primary responsibility should be entrusted either—

- (a) Jointly to the education and employment service authorities ; or
- (b) To one of these authorities working in close co-operation with the other.

30. (1) Appropriate arrangements should be made through advisory committees for the co-operation of representatives of employers and workers in the development of vocational guidance policy.