

NEPT

PROFESSIONAL TRAINING FOR NATIONAL EXPERTS (NEPTs) INFORMATION FOR THE PERMANENT REPRESENTATIONS AND THE CANDIDATES

Eligibility and Selection

- Applications will not be accepted from candidates who have already benefited from any kind of contract, employment or traineeship within a European Institution. The Permanent Representations are kindly requested to check carefully this point before validating the applications.

- Candidates are kindly requested to assume responsibility of the application once submitted. In case of a withdrawal, Permanent Representations are asked to inform DG Human Resources and Security (HR-B2-ENFP@ec.europa.eu) at least two weeks before the session starts, so as to enable the hosting DG to look for a replacement.

- As of 1st of January 2009, the legal basis for the NEPT Programme is provided by the Commission Decision C(2008)6866 laying down rules on the secondment to the Commission of national experts 1stand national experts in professional training, modified by the Commission Decision of 1 of February 2010.

The condition that during the period of secondment, a NEPT must receive the salary from his national employer and remains submitted to the national social security and pensions rights system continues to be applicable as well.

- According to the same applicable Decision, the Article 33 continues to apply: "the duration of the training shall be fixed at the outset and may not be changed or extended". Candidates and their employers are therefore asked to keep their commitments once the candidates have been selected.

- As a short round-up of the modifications entered into force, the following points are underlined:

- The condition of three years of professional experience is no longer requested for a NEPT.

- The candidate must be employed by a public administration, as defined by the article 1.1 of the SNE Decision, under the following administrative status: permanent official or contract staff member. Any change of the NEPT's national employer during the secondment period at the Commission must be transmitted to the NEPT sector via the Permanent Representation.

-At the moment of the application, the NEPT must be employed by a national administration under the conditions described above. The continuity of the last 12 months period as employee for the same administration is no longer applicable.

- The Permanent Representations are kindly asked to carefully check the eligibility of the employer and the administrative status of the candidate; any inconsistency with the above applicable conditions leading to a possible refusal of the application.

Other recommendations

- Directorate-Generals accept, as a general rule, National experts whose studies and/or professional experience are related to the activities in their services. Applicants are invited to consult the different websites of the Directorates Generals of the European Commission at the following address in order to propose an optimal choice upon submission of their application: http://ec.europa.eu/dgs_en.htm
- If a Permanent Representation wishes to put forward several candidates for one Directorate-General, a range of candidates with different backgrounds and specializations is recommended.
- **Applicants interested in working in the European External Action Service (EEAS) must, via their Permanent Representation, send as soon as possible a testimonial of their Security Clearance (level: SECRET) to maria-virginia.teixeira-tavares@eeas.europa.eu in order to allow the EEAS to make an appropriate selection. Such a testimonial should be issued by their National Security Authority.**
- Specific requirements for NEPTs to the Communication DG (DG COMM): Candidates can choose amongst 2 possibilities when indicating their preference: either DG COMM in general, or DG COMM's Spokesperson's Service (DG COMM SPP).
- Specific requirements for NEPTs to the Office for Infrastructure and Logistics (OIB): engineers, architects, lawyers, specialised in property management; specialists in logistics (transport, catering); lawyers with experience in Calls for Tenders.
- Specific requirements for NEPTs to the Directorate-General for Health and Consumers (SANCO): Candidates with a background in consumer affairs, food safety or health are equally welcome.
- Please refer to the accompanying letter in order to know which Directorate-Generals do not take part in this second 2011 exercise.

Enclosures:

- **Indicative Available Places For Nept Within Dgs**
- **List of Academic qualifications (Annex 1)**
- **List of D-G and Services of the EC (Annex 2)**

Application Annexes We advise you to hand out the various annexes to the candidates for information. (The "Application Annexes" are also useful for targeting the proper Directorate Generals which candidates are asked to indicate in an order of 3 preferences. As a reminder, the preferences indicated by the NEPT offer no guarantee of his/her assignment to those Services but merely raise the chance).

INDICATIVE AVAILABLE PLACES FOR NEPT WITHIN DGS

AGRI approx. 4
BEPA no participation
BUDG 1 from ENA only

CABINETS approx. 12-15
CLIMA approx. 3
COMM no indication provided
COMP approx. 8
DEVCO approx. 8-9
DGT yes
DIGIT no participation
EAC approx. 7
ECFIN approx. 3
ECHO no indication provided
EEAS approx. 10-15
ELARG no indication provided
EMPL approx. 3-6
ENER approx. 2
ENTR approx. 6
ENV approx. 6
EPSO no indication provided
ESTAT approx. 2
FPIS no indication provided
HOME/JUST approx. 4 each
HR no participation
IAS no participation
INFSO approx. 5-6
JRC 6-7 *
MARE max. 2
MARKT approx. 6
MOVE approx. 2
OIB no indication provided
OLAF no indication provided
OPOCE no indication provided
REGIO approx. 4-5
RTD approx. 3
SANCO approx. 5
SCIC no indication provided
SG approx. 3
SJ max. 1
TAXUD approx. 3
TRADE approx. 5

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The Institute for Health and Consumer Protection (IHCP) is interested in hosting 4-5 NEPTs.
The Institute for Reference Materials and Measurements (IRMM) is interested in hosting 1 NEPT.

The Institute for Prospective Technological Studies (IPTS) is interested in hosting 1 NEPTs.
The JRC would like also to host 1 NEPT at Institute for Energy and Transport (IET) in Petten.

List of Academic qualifications (Annex 1)

1. Agriculture / Fishery

1.1 Agricultural technology

- 1.2 Agronomy
- 1.3 Aquatic sciences
- 1.4 Animal nutrition / physiology
- 1.5 Conservation
- 1.6 Environmental land management
- 1.7 Crop science/ Soil science
- 1.8 Fishery
- 1.9 Forest Sciences
- 1.10 Horticulture
- 1.11 Natural resources
- 1.12 Zootechnics
- 1.13 Aquaculture
- 1.14 Other
- 1.15 No further specialisation

2. Art & design

- 2.1 Art science
- 2.2 Architecture
- 2.3 Urban design and development
- 2.4 History of art
- 2.5 Contemporary / Fine Art
- 2.6 Design studies
- 2.7 Music studies
- 2.8 Theatre / cinema studies
- 2.9 Other
- 2.10 No further specialisation

3. Administration / Business

- 3.1 Corporate administration
- 3.2 Public sector administration
- 3.3 General business studies
- 3.4 European business studies
- 3.5 International business studies
- 3.6 Electronic Commerce
- 3.7 Other
- 3.8 No further specialisation

4. Economics

- 4.1 Agricultural Economics
- 4.2 Competition Policy and Deregulation
- 4.3 Development economics
- 4.4 Economic History
- 4.5 Economic Policy
- 4.6 Economics of International Business
- 4.7 Environmental Economics
- 4.8 European Economics
- 4.9 Global / International Economics
- 4.10 Industrial Economics
- 4.11 Management Economics
- 4.12 Mathematical Economics
- 4.13 Politics Economics
- 4.14 Other
- 4.15 No further specialisation

5. Accounting / Finance

- 5.1 Business accountancy
- 5.2 International accountancy
- 5.3 Management accountancy
- 5.4 Audit
- 5.5 Banking
- 5.6 Finance economics
- 5.7 Finance management
- 5.8 Financial markets
- 5.9 International finance
- 5.10 Other
- 5.11 No further specialisation

6. Management / Marketing

- 6.1 Advertising
- 6.2 General management studies
- 6.3 Information systems management
- 6.4 European business management
- 6.5 International business management
- 6.6 Strategic management
- 6.7 Human resource management
- 6.8 General marketing
- 6.9 International marketing
- 6.10 Marketing research
- 6.11 Consumer behaviour studies
- 6.12 Organisation Studies
- 6.13 Other
- 6.14 No further specialisation

7. Communication

- 7.1 Communication Studies/Media
- 7.2 Communication Studies/Language Studies
- 7.3 Communication Studies/Politics
- 7.4 Communication Studies/Sociology
- 7.5 Communications Technologies
- 7.6 Communications management/ marketing
- 7.7 Human Communication
- 7.8 Mass communications
- 7.9 Telecommunications
- 7.10 Other
- 7.11 No further specialisation

8. Computer science / IT

- 8.1 Computing
- 8.2 Cybernetics
- 8.3 Hardware Technology
- 8.4 Information Systems
- 8.5 Internet Technologies
- 8.6 Database management
- 8.7 Networks
- 8.8 Programming
- 8.9 Software Design & Development
- 8.10 Web development / design

- 8.11 Other
- 8.12 No further specialisation

9. Culture

- 9.1 Cultural Studies / Management
- 9.2 Cultural criticism
- 9.3 European Cultural Studies
- 9.4 History of Culture
- 9.5 Social anthropology
- 9.6 Visual Cultural Studies
- 9.7 Other
- 9.8 No further specialisation

10. Education

- 10.1 Education Studies
- 10.2 Languages Education
- 10.3 Teaching education
- 10.4 Early childhood studies
- 10.5 Linguistic studies
- 10.6 Primary Education
- 10.7 Secondary Education
- 10.8 Other
- 10.9 No further specialisation

11. Energy

- 11.1 Energy Management
- 11.2 Energy Market
- 11.3 Energy Technology
- 11.4 Energy Economics
- 11.5 Energy networks
- 11.6 Oil/gas specialist
- 11.7 Other
- 11.8 No further specialisation

12. Engineering

- 12.1 Aerospace / Air
- 12.2 Automotive/ Mechanical/ Motor
- 12.3 Bio / Chemical
- 12.4 Business
- 12.5 Civil / Mining
- 12.6 Clothing / Materials
- 12.7 Communications
- 12.8 Computers / hardware
- 12.9 Construction
- 12.10 Electronics / Digital / Technological
- 12.11 Environmental engineering
- 12.12 Industrial/ Manufacture
- 12.13 Naval / shipping engineering
- 12.14 Nuclear
- 12.15 Science Engineering
- 12.16 Other
- 12.17 No further specialisation

13. Environmental

- 13.1 Conservation

- 13.2 Environmental legislation
- 13.3 Environmental Management
- 13.4 Environmental Science
- 13.5 Environmental technologies
- 13.6 Other
- 13.7 No further specialisation

14. European Studies

- 14.1 European economics
- 14.2 European politics
- 14.3 European Institutional Law
- 14.4 European Studies and Public Relations
- 14.5 European social studies
- 14.6 Other
- 14.7 No further specialisation

15. Food

- 15.1 Food Safety
- 15.2 Food Technology
- 15.3 Nutrition and Health
- 15.4 Food Services / Production
- 15.5 Gastronomy
- 15.6 Other
- 15.7 No further specialisation

16. Humanities

- 16.1 Archaeology
- 16.2 History
- 16.3 Documentation
- 16.4 Ethics
- 16.5 Library science
- 16.6 Literature studies
- 16.7 Language sciences
- 16.8 Other
- 16.9 No further specialisation

17. Medical and Health Studies

- 17.1 Human medicine
- 17.2 Dentistry
- 17.3 Pharmacy
- 17.4 Public health
- 17.5 Physiology
- 17.6 Therapy
- 17.7 Toxicology
- 17.8 Veterinary medicine
- 17.9 Other
- 17.10 No further specialisation

18. International Relations / Politics / Development

- 18.1 Development studies
- 18.2 Economic development
- 18.3 International development
- 18.4 Sustainable development
- 18.5 Humanitarian aid

- 18.6 International politics / Geopolitics
- 18.7 Human Rights politics
- 18.8 Political Science
- 18.9 Public administration
- 18.10 International/ Public Relations
- 18.11 Social policy
- 18.12 Other
- 18.13 No further specialisation

19. Law

- 19.1 Administrative law
- 19.2 Business law
- 19.3 Civil law
- 19.4 Commercial law
- 19.5 Competition law
- 19.6 Criminal/penal law
- 19.7 European law
- 19.8 International law
- 19.9 International business law
- 19.10 Intellectual property law
- 19.11 Institutional law
- 19.12 Other
- 19.13 No further specialisation

20. Media studies / Entertainment

- 20.1 Audio visual media studies
- 20.2 Leisure Management
- 20.3 Music, Entertainment and Arts Management
- 20.4 Film Studies
- 20.5 Journalism
- 20.6 Television Studies
- 20.7 Other
- 20.8 No further specialisation

21. Science

- 21.1 Astronomy
- 21.2 Biochemistry
- 21.3 Biology
- 21.4 Biomedical science
- 21.5 Botany
- 21.6 Chemistry
- 21.7 Ecology
- 21.8 Mathematical science
- 21.9 Physics
- 21.10 Geography
- 21.11 Geology
- 21.12 Genetics
- 21.13 Materials Science
- 21.14 Zoology
- 21.15 Other
- 21.16 No further specialisation

22. Social Studies

- 22.1 Anthropology
- 22.2 Criminology
- 22.3 Demography
- 22.4 Philosophy
- 22.5 Psychology
- 22.6 Religion studies
- 22.7 Social Science
- 22.8 Social Work/ Employment
- 22.9 Sociology
- 22.10 Other
- 22.11 No further specialisation

23. Sports and Tourism

- 23.1 Health & Sports
- 23.2 Physical education
- 23.3 Sports Management / Performance
- 23.4 Tourism Management
- 23.5 Tourism Studies
- 23.6 Other
- 23.7 No further specialisation

24. Transport

- 24.1 Air transport specialist
- 24.2 Transport Management
- 24.3 Logistics and transport
- 24.4 Shipping
- 24.5 Transport technologies
- 24.6 Transport legislation
- 24.7 Other
- 24.8 No further specialisation

List of Directorates-General and Services of the European Commission (Annex 2)

1. General Services

http://ec.europa.eu/about/ds_en.htm

Policies

- Agriculture and Rural Development (AGRI)
- Budget (BUDG)
- Climate Action (CLIMA)
- Competition (COMP)
- Economic and Financial Affairs (ECFIN)
- Education and Culture (EAC)
- Employment, Social Affairs and Inclusion (EMPL)
- Energy (ENER)
- Enterprise and Industry (ENTR)
- Environment (ENV)
- Home Affairs (HOME)
- Maritime Affairs and Fisheries (MARE)
- Mobility and Transport (MOVE)
- Health and Consumers (SANCO)
- Information Society and Media (INFSO)
- Internal Market and Services (MARKT)

Justice (JUST)

Regional Policy (REGIO)

Research and Innovation (RTD)

Taxation and Customs Union (TAXUD)

External relations

Enlargement (ELARG)

Development & Cooperation (DEVCO – ex-DEV & ex-AIDCO)

European External Action Service (EEAS) – *N.B. The EEAS is a service external to the Commission*

Foreign Policy Instruments Service (FPIS – partly ex-RELEX, partly ex-DEV)

Humanitarian Aid and Civil Protection (ECHO)

Trade (TRADE)

General services

Communication (COMM)

European Anti-Fraud Office (OLAF)

European Personnel Selection Office (EPSO)

Eurostat (ESTAT)

Joint Research Centre (JRC)

Publications Office (OPOCE)

Secretariat General (SG)

Internal services

Bureau of European Policy Advisers (BEPA)

Human Resources and Security (HR)

Informatics (DIGIT)

Infrastructures and Logistics - Brussels (OIB)

Internal Audit Service (IAS)

Interpretation (SCIC)

Legal Service (LS)

Translation (DGT)

2. Cabinets (2010-2014)

http://ec.europa.eu/commission_2010-2014/index_en.htm

2.1. BARROSO (*President*)

2.2. ASHTON (*Vice-President*) *High Representative of the Union for Foreign Affairs and Security Policy*

2.3. REDING (*Vice-President*) *Justice, Fundamental Rights and Citizenship*

2.4. ALMUNIA (*Vice-President*) *Competition*

2.5. KALLAS (*Vice-President*) *Transport*

2.6. KROES (*Vice-President*) *Digital Agenda*

2.7. TAJANI (*Vice-President*) *Industry and Entrepreneurship*

2.8. ŠEFČOVIČ (*Vice-President*) *Inter-institutional Relations and Administration*

2.9. POTOČNIK (*Commissioner*) *Environment*

2.10. REHN (*Commissioner*) *Economic and Monetary Affairs*

2.11. PIEBALGS (*Commissioner*) *Development*

2.12. BARNIER (*Commissioner*) *Internal Market and Services*

2.13. VASSILIOU (*Commissioner*) *Education, Culture, Multilingualism and Youth*

2.14. ŠEMETA (*Commissioner*) *Taxation and Customs Union, Audit and Anti-Fraud*

2.15. DE GUCHT (*Commissioner*) *Trade*

2.16. DALLI (*Commissioner*) *Health and Consumer Policy*

2.17. GEOGHEGAN-QUINN (*Commissioner*) *Research, Innovation and Science*

2.18. LEWANDOWSKI (*Commissioner*) *Budget and Financial Programming*

- 2.19. DAMANAKI (*Commissioner*) *Maritime Affairs and Fisheries*
- 2.20. GEORGIEVA (*Commissioner*) *Internal Cooperation, Humanitarian Aid and Crisis Response*
- 2.21. OETTINGER (*Commissioner*) *Energy*
- 2.22. HAHN (*Commissioner*) *Regional Policy*
- 2.23. HEDEGAARD (*Commissioner*) *Climate Action*
- 2.24. FÜLE (*Commissioner*) *Enlargement and Neighbourhood Policy*
- 2.25. ANDOR (*Commissioner*) *Employment, Social Affairs and Inclusion*
- 2.26. MALMSTRÖM (*Commissioner*) *Home Affairs*
- 2.27. CIOLOŞ (*Commissioner*) *Agriculture and Rural Development*