



EUROPEAN COMMISSION  
DIRECTORATE-GENERAL  
HUMAN RESOURCES AND SECURITY  
Directorate HR.B - Career  
Unit B4 – Career and Performance Management

Brussels,  
HR/B4/BB/mb

Your Excellency,

It is my pleasure to announce the launch of the first exercise 2016 for the European Commission's National Experts on Professional Training Programme. The Commission Decision C(2008)6866, which applies to NEPTs under its Title II, can be found at:

[http://ec.europa.eu/civil\\_service/docs/regime\\_end\\_en.pdf](http://ec.europa.eu/civil_service/docs/regime_end_en.pdf)

For this exercise, NEPTs will start their training period either on 1<sup>st</sup> or on 16<sup>th</sup> March 2016.

Annex 1, "**Dates and Figures**", shows the calendar for applications and selection confirmations. It also summarises figures from the previous exercise and specifies the number of applications allowed per country for this second exercise of the year.

Annex 2, "**Explanatory Note**", provides information on the current conditions of eligibility. We would appreciate if it were spread amongst the candidates for information.

Annex 3, "**Frequently Asked Questions**", is meant more particularly for candidates.

Candidates should fill in the **application form** herewith attached as well as a detailed **Curriculum Vitae** in EUROPASS format, of which a template is also attached.

The Permanent Representations are asked to send the applications and CVs along with the candidate list to the functional email box [HR-ENFP@ec.europa.eu](mailto:HR-ENFP@ec.europa.eu) at the latest **by 30<sup>th</sup> October 2015**. Only applicants whose name is on the candidate list sent by the Permanent Representation and who have duly signed their application form will be considered as being officially submitted.

We are at your disposal for any question at the address: [HR-ENFP@ec.europa.eu](mailto:HR-ENFP@ec.europa.eu).

Thanking you in advance for your kind cooperation I remain,

Yours faithfully,

Géraldine DUFORT  
Head of Unit

Enclosures:

1. Dates and Figures
2. Explanatory Note
3. Frequently Asked Questions
4. Candidate List (template)
5. Application Form
6. Europass CV template