

18 MAY 2010

Parma,  
Ref: CGL/OR/NLG/JPB/ss (2010) 4845866

**His Excellency Stanislav Daskalov**  
**Permanent Representative of Bulgaria to the EU**  
Place Marie-Louise, 49  
1000 Brussels  
Belgium

**Subject: Call for expression of interest for Seconded National Experts for the European Food Safety Authority**

Excellency,

The European Food Safety Authority (EFSA) wishes to establish a list of candidates who are interested in a fixed-term agreement on secondment as Seconded National Expert (SNE). A call for expression of interest for this purpose can be found at: <http://www.efsa.europa.eu/en/vacancies/vacancy/sne100919.htm>.

Close cooperation between EFSA and the Member States in the fields within the Authority's mission is one of the basic principles of the work of EFSA. A way of enhancing this cooperation is to encourage appropriate experts from national administrations to take up positions as Seconded National Experts at EFSA.

Several areas and profiles have been identified where vacancies have arisen at EFSA and which could be filled by experts with work experience in a national competent authority. These areas are in the Executive Directorate, in the Directorates of Risk Assessment, Scientific Cooperation and Assistance, Communications and Administration.

It would be much appreciated if you could draw the attention to and disseminate the information on the published call for expression of interest to the relevant administrations.

#### **Executive Directorate**

In this area, the required profile includes a good understanding of the functioning of the European Institutions and Bodies, particularly in the fields of food safety, a thorough understanding of the EU legislative process, understanding of the political and policy environment within which EFSA functions and administrative experience acquired from European, international or national public administrations with recent experience, and knowledge up-to-date ideally covering developments within and outside the EU.

The goal of the directorate is to support the Executive Director of EFSA in leading the organisation. It comprises a number of discrete functions including the provision of the secretariats of the Scientific Committee, which advises the Executive Director on scientific approaches and other strategic issues, and the Advisory Forum, which provides Member State input to EFSA's activities. The Executive Directorate is supported by the Internal Audit, Strategy & Prospective and Quality Management functions and the Office of the Executive Director provides the secretariat of EFSA's Management Board.

#### **Risk Assessment Directorate**

In this area, the required profile includes substantial experience in regulatory risk assessment methodologies, in particular in the assessments of GMOs, food and feed additives, food contact materials, microbiological and chemical contamination, and plant pests and plant protection products.

The Risk Assessment Directorate is currently charged with the management of ten Expert Panel Support Units, these being the Food Additives and Nutrient Sources (ANS), the Food Contact Materials, Enzymes, Flavourings (CEF), the Animal Health and Welfare Unit (AHAW), the Biological Hazards Unit (BIOHAZ), the Contaminants Unit (CONTAM), the Feed Additives Unit (FEEDAP), the Genetically Modified Organisms Unit (GMO), the Nutrition Unit (NDA), the Plant Protection Products Unit (PPR) and the Plant Health Unit (PLH).

### **Scientific Cooperation and Assistance Directorate**

In this area, the required profile includes experience in one or more of the following areas: food consumption and/or chemical and/or microbiological data collection, data modeling and statistics, epidemiology, or risk assessment methodologies and interest in building networks, be able to demonstrate good interpersonal skills and be willing to support and assist colleagues with their expertise and experience.

The Scientific Cooperation and Assistance Directorate is involved in the collection and analysis of data in the fields within EFSA's mission, cooperation and networking with Member States, emerging risks, and the provision of scientific and technical assistance to the Commission and EFSA units. It consists of the Assessment Methodology (AMU) Unit, Scientific Cooperation Unit, the Emerging Risks Unit, the Pesticides Unit (PRAPeR), the Data Collection and Exposure (DATEX) Unit and the Zoonoses Data Collection Unit.

### **Communications Directorate**

In this area, the required profile includes proven experience in a communications environment either in press office/media relations, editing/copywriting, web, publications and/or event organization.

EFSA is committed to communicating its own initiatives and promoting collaboration with Member States and stakeholders. These are crucial to building coherence in risk communications and consumer confidence in the risk assessment process. Working closely with other EFSA colleagues, the EFSA Communications team develops and contributes to strategies, programs and initiatives to achieve these goals. The Communications Directorate includes the Press Office Unit, the Public Information and Events Unit and the Web Team.

### **Administration Directorate**

In this area, the required profile includes a good understanding of the functioning of the European Institutions and Bodies, a thorough understanding of the EU legislative process, understanding of the political and policy environment within which EFSA functions and administrative experience acquired from European, international or national public administrations with recent experience, and knowledge up-to-date ideally covering developments within and outside the EU.

The mission of the Directorate of Administration is to contribute to the implementation of EFSA's mandate and vision by providing an optimal support to all EFSA's Directorates. The Directorate is made up of the Finance Unit, Legal & Policy Affairs Unit, Human Resources Unit, IT & Operations Unit, Accounts Section.

### **Within these areas the experts may be responsible for:**

- Contribute to the work of the Scientific Committee and Panels;
- Data collection and analysis;
- International Relations and Institutional Relations with Member States, EFSA stakeholders and EU institutions;
- Strategy in Communications and Publications;
- Legal Affairs;
- Building Project Management.

### **Criteria for being an SNE**

Seconded national experts are staff employed by a national, regional or local public administration or by public Intergovernmental Organisations (IGOs) who are seconded to EFSA so that it can use their expertise in a particular field.

For the purpose of this Decision, "public administration" means all State administrative services at central, federal, regional or local level, comprising ministries, government and parliament services, the courts, central banks, and the administrative services of local authorities, as well as the decentralised administrative services of the State and of such authorities.

The persons covered by these Rules must have worked for their employer on a permanent or contract basis for at least 12 months before their secondment and shall remain in the service of that employer throughout the period of secondment.

The SNE's employer shall thus undertake to continue to pay his salary, to maintain his administrative status (permanent official or contract staff member) throughout the period of secondment. The SNE's employer shall also continue to be responsible for all his social rights, particularly social security and pension.

### Eligibility Criteria

In order to be eligible to be a Seconded National Expert at EFSA, candidates must:

- Be nationals of a Community Member State, except where the Executive Director grants a derogation;. Derogations shall not be required for SNEs from countries belonging to the EEA or Switzerland. The same shall apply to candidate countries and potential candidate countries;
- Have a university degree in an area relevant to EFSA's activities;
- Have at least three years full time experience of administrative, scientific, technical, advisory or supervisory functions, gained after obtaining the relevant degree, at a level equivalent to the post;
- Have thorough knowledge of spoken and written English and a satisfactory knowledge of a second EU language for the performance of his or her duties.

Further requirements related to the different Directorates can be found in the vacancy notice.

### How to apply

Applications should be sent by e-mail to the attention of [SNE@efsa.europa.eu](mailto:SNE@efsa.europa.eu) or by registered mail to the following address:

EFSA  
Human Resources Unit  
Ref.: SNE  
Largo N. Palli 5/A  
I-43121 Parma  
Italy

An application will be deemed admissible only if it includes:

- a Europass Curriculum Vitae
- a motivation letter where the candidates shall clearly specify the Unit in which they are interested.

EFSA would appreciate your support in reaching out to the national administrations enabling EFSA to benefit from the high level of professional knowledge and experience of National Experts.

I look forward to a continued and expanded fruitful relationship.

Yours sincerely,



Catherine Geslain-Lanéelle

### Annexes:

- Decision of the Executive Director laying down the rules applicable to National Experts seconded to the European Food Safety Authority.
- Call for expression of interest for Seconded National Experts within EFSA

### Copy:

- Advisory Forum of the European Food Safety Authority
- Djien Liem (Scientific Committee and Advisory Forum)
- Riitta Liisa Maijala (Director of Risk Assessment)
- Hubert Deluyker (Director of Scientific Cooperation and Assistance)
- Anne-Laure Gassin (Director of Communications)
- Olivier Ramsayer (Director of Administration)