



**OFFICE FOR HARMONIZATION IN THE INTERNAL MARKET  
(TRADE MARKS AND DESIGNS)**

Resources Department

**Annex 1 – General Information**

**Definition**

Seconded National Experts (hereafter “SNEs”) are staff (generally officials) of administrations of the Member States or the candidate countries for accession to the European Union or international institutions temporarily seconded to OHIM for a minimum of three months and maximum of 4 years on a full-time basis. Exceptionally, a further extension of the secondment for a maximum of one additional year is possible at the end of the four-year period.

Except where the President of the Office grants a derogation, SNEs shall be nationals of a Member State of the European Union or of a candidate country or of an EFTA country.

**Principles**

- SNEs remain employees of their national body. They keep receiving their remuneration from their current national employer.
- There is no contract between the OHIM and the SNE.
- OHIM compensates to the Office or Institution the cost of the SNE's gross salary excluding social charges (with a ceiling).

Additionally, the OHIM pays to the SNE:

- Daily allowances (87.66 €/day)
- Monthly travel expenses (lump-sum) to/from their place of origin (National Office), as follows:

Distance between place of origin and place of secondment KM	Monthly amount EUR
0-150	0.00
> 150	77.33
>300	137.46
>500	223.40
>800	360.87
>1300	567.09
>2000	678.81
>2700	790.52
>3500	902.24

(Updated table 2014)



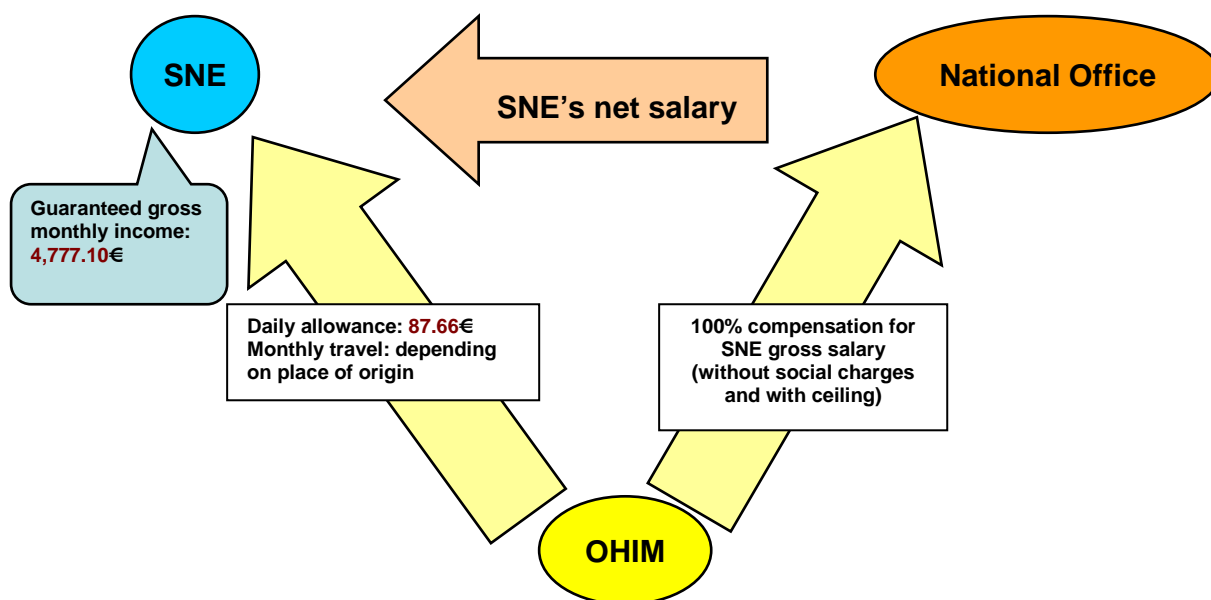
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Example: *Slovak SNE, allowances of January 2014:*

- Daily allowances:  $87.66 \text{ €} \times 31 \text{ days} = 2.717,46\text{€}$
- Monthly travel allowances (1951km) = 567,09€
- Total = 3.284,55€

- If the total of the gross salary paid by the national body together with the allowances of the SNE paid by the OHIM are less than 4.777,10 Euros/month (corresponding to salary of EU official in step 1 of grade AD 6 based in Spain), OHIM pays an additional flat-rate amount (which may be taxable, depending on the country of origin).



- The experts on secondment will, during the period of secondment, also be covered by OHIM's insurance against accidents.
- SNEs' children will be admitted into the European School in Alicante free of charge on the same basis as those of staff of the Office.