

# EUROPEAN EXTERNAL ACTION SERVICE



Civilian Planning and Conduct Capability – CPCC  
Director / Civilian Operations Commander

Brussels,

26 -07- 2017

**TO ALL REPRESENTATIVES TO PSC**

**Subject: 1-2017 Extraordinary Call for Contributions for the European Union Advisory Mission for Civilian Security Sector Reform Ukraine (EUAM Ukraine)**

**References:** Council Decision 2014/486/CFSP of 22 July 2014 on the establishment of the European Union Advisory Mission for Civilian Security Sector Reform (EUAM Ukraine)  
Council Decision 2015/2249/CFSP of 3 December 2015 on EUAM Ukraine amending and extending the Mission Mandate until 30 November 2017

Dear Ambassador,

## 1. Background

I kindly invite EU Member States to put forward qualified candidates for the positions as listed in Annex 1.

## 2. Methodology

- a) EU Member States are requested to examine the personal profiles and job descriptions to ensure that:
  - Proposed candidates meet the listed criteria described in the essential requirements and in the job descriptions (**Annex 1**).
  - Each candidate completes and sends the standard job application form in English through one of the following channels:
    - o Completing **Annex 2** to this letter (application form in Word format to be sent as an e-mail attachment to the e-mail address indicated at point c) below), indicating which position(s) the candidate is applying for;
    - o Completing the online **Application Form (AF)** accessible on the Goalkeeper-Registrar software module at:

<https://goalkeeper.eeas.europa.eu/registrar/>  
indicating which position(s) the candidate is applying for. Please note that this option is available to Member States who have operationalised the Registrar module at national level.

- b) Proposed candidates should satisfy in full the criteria set out in the job descriptions. The main criteria for suitability for posts are professional and specific skills and experience.
- c) I would appreciate it if EU Member States would submit offers of personnel at their earliest convenience, **but not later than Friday 15 September 2017 at 17:00 hours (Brussels time)**, to the following e-mail address:

**CPCC-Ukraine@eeas.europa.eu**

or

**<https://goalkeeper.eeas.europa.eu/registrar/>**

- d) Interviews will take place during the course of September 2017.
- e) The Civilian Planning and Conduct Capability (CPCC) will be responsible for notifying EU Member States of the outcome of the selection process. Communication of the selection results is expected to take place in September 2017.
- f) Selected personnel should be ready for deployment to Ukraine within the deadlines specified in each job description.
- g) Subject to the adoption of the Council Decision extending the Mission mandate and approving the appropriate Budgetary Impact Statement, the initial duration of the deployment should be of 12 months.

### **3. General Information**

- a) For seconded positions, only personnel nominations received through official channels from EU Member States will be considered. EU Member States will bear all personnel-related costs for seconded personnel, including salaries, medical coverage, travel expenses to and from the Mission area (including home leave) and allowances other than those paid according to the Council documents 7291/09 (10 March 2009) and 9084/13 (30 April 2013).
- b) Seconded personnel will bring their uniforms. However, depending on the local environment, the Head of Mission will decide on the dress code and whether civilian attire or uniforms are to be worn by the Mission Members. Hats and insignia will be provided to the Mission Members.
- c) The EU strives for improved gender balance in CSDP operations in compliance with UNSCR 1325. EU Member States are encouraged to take this into account when offering contributions.
- d) The selected candidates will have to be in possession of the necessary level of Personnel Security Clearance (PSC) as specified in the respective job descriptions,

when deployed. The seconded personnel should bring the original certificate upon deployment.

- e) It is moreover expected that all newly selected Mission Members have undergone CSDP specific pre-deployment training before joining the Mission. CSDP specific pre-deployment training courses are regularly offered under the auspices of the European Security and Defence College (ESDC). In case ESDC does not offer a suitable course, a national alternative is also an option<sup>1</sup>.
- f) Any further information required relating to the selection and deployment of EU staff may be obtained from CPCC by contacting:

**Mr Josef VOELKER**  
**cpcc-ukraine@eeas.europa.eu**  
**+32 (0)2 584 36 30**

Yours sincerely,

A handwritten signature in black ink, appearing to read 'K. Deane', written over a large, stylized circular flourish.

Kenneth DEANE

**Enclosures:**

- Requirements and Job Descriptions (**Annex 1**)
- Standard Application Form (**Annex 2**)

cc: CivCom Delegates

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<sup>1</sup> <http://eeas.europa.eu/esdc>