



Renouveau & Démocratie

Trade union of the European institutions

# Le Renard Déchaîné



## PROMOTION EXERCISE 2004 MORE PENNY-PINCHING!

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### 1. Introduction

This issue of “Renard Déchaîné” is the last in a series of three documents produced by **R&D** to explain the assessment, appeal and promotion procedures.

**R&D’s objective is to inform you, and help you to defend your rights as well as you can.**

The first “Renard Déchaîné” contained the

“CDR 2004 Instructions for use”, and the second explained the role of the Joint Assessment Committee – alias the CPE.

The aim of this third issue is to give a detailed explanation of the promotion procedure, and at the same time to give some practical advice. In addition to publishing our tracts and originating our traditional information

meetings, **R&D** is continuing to strengthen its “CDR” and “Promotion” teams, with a view to sharing its expertise and experience, and in order to assist at every stage of the procedure.

Although the 2004 promotion exercise will take place after the new Staff Regulations are introduced, this will be the last time it will be conducted on the basis of the old rules and grades.

### 2. Who can be promoted?

All colleagues up to grade A4/LA4, including B1, C1 and D1.

#### New feature:

From the 2005 exercise onwards, colleagues who were previously at the **end of their careers** may now look forward to fresh promotion.

The rules specifically governing this are cur-

rently being negotiated, and R&D will keep you fully informed of developments.

It appears from the outset that all CDRs covering the period between **1<sup>st</sup> July 2001 and 31 December 2004** will be taken into account.

There is no possibility of the following being promoted :

- colleagues who do not have two years’ seniority in the grade (*except those who, on 30 April 2004, were promotable at an earlier date, i.e. those on the basic grades*);
- colleagues who scored fewer than ten merit points at their last CDR.

For colleagues at the end of their careers, the years for generosity have come to an end. The promotion rate is very low (approximately 5%), and the “I’m not bothered about my CDR because I don’t expect promotion any more” attitude is out-of-date.

### 3. merit points and priority points!

#### The rucksack

The CDR provides the constitution of a rucksack in which you accumulate points year after year so as to reach a promotion threshold.

Once this threshold has been passed, you get your promotion.

You keep the difference

between the points and the threshold, and you then start looking again for points.

Promotion thresholds are set by the **Promotion Committees** and **announced by DG ADMIN**. "Indicative" promotion thresholds announced by DG ADMIN may rise by 1 or 2 points.

(<http://www.cc.cec/guide/publications/>

[infoadm/2004/ia04029\\_fr.html](http://www.cc.cec/guide/publications/infoadm/2004/ia04029_fr.html)).

In the 2004 exercise, variation will be based on early estimates of 0.5-1 point for A6, A7, B3, B4, C3, C4 and D2, 1-1.5 points for A5, A8, C2 and D3, and 1.5-2 points for B2 et C5.

The table below sets out the **new indicative thresholds**. They are based on the latest estimates published on: [http://www.cc.cec/guide/publications/infoadm/2004/ia04108\\_fr.html](http://www.cc.cec/guide/publications/infoadm/2004/ia04108_fr.html)

Promotion to	A4	A5	A6	A7	LA4	LA5	LA6	LA7	B1
Indicative thresholds	49	44.5	44.5	29	48	44	44	26	50.5

  

Promotion to	B2	B3	B4	C1	C2	C3	C4	D1	D2
Indicative thresholds	48.5	45.5	30.5	50	47.5	45.5	34	45.5	41

In a period of transition with promotion points rising on average by **17-19 points a year**, it is absolutely vital to obtain priority points in order to ensure normal career advancement.

#### Where is it possible to find all these points?

There are several baskets of points

#### The baskets of points

· **Merit points** These are the most important:

1. Because they account for the largest proportion of the points needed to win promotion
2. Because they are a condition for the awarding of priority points.

Merit points also structure a major emotive change as some people would like to see them as the true, infallible measurement of merit.

This is far from being the case. In a period of transition, and with an average target being fixed at 14/20 – compared with the 17/19 points needed every year for normal career progression – merit points represent about 80% of the points needed for promotion.

To lodge an appeal, you have **5 working days** following publication of lists of promotion tables planned to take place between 17 and 21 September 2004).

#### Advice



Colleagues situated close to the promotion threshold are urged to contact staff representatives on the Joint Evaluation Committee (CPE) and representatives on Promotion Committees for an individual analysis of their case, and, if necessary, to plan the submission of an appeal to the Promotion Committee.

The allocation of merit points may be challenged at CPE level, and not at the Promotion Committees' level.

### · Priority points

Priority points are awarded according to criteria more or less determined by Directors-General, and shape career pace (slow, normal or fast). They were introduced to enable DGs to "motivate their troops".

The distribution of priority points is governed by two main principles (merit, and merit over the whole of an official's career); it is also a subtle tool for sharing out points that stops all of them being distributed to a handful of favourites.

Moreover, the application of this system is controlled by the CPEs, and they are responsible for ensuring a minimum of transparency and equity.

There is no simple mathematical link between the merit points obtained and the allocation of priority points. That will depend on a number of factors including grades, the number of officials, and the gap between them and the thresholds. Broadly speaking, everyone tries, with more or less good fortune, to maximise the number of promotions.

### Catch up points

These make it possible for officials to catch up on any career delays, and to minimise the damaging effects of transition between the old and the new systems of promotion.

They are calculated on the basis of the score obtained in the previous exercise and the number

of months in arrears in relation to average duration.

For further information, buy a calculator and consult Administrative Info No 29-2004.

[http://www.cc.cec/guide/publications/infoadm/2004/ia04029\\_fr.htm](http://www.cc.cec/guide/publications/infoadm/2004/ia04029_fr.htm)

### Special points

These are awarded for work carried out in the interest of the institution: 1 or 2 points are awarded by Promotion Committees to members of selection boards, Joint Committees and people who mark tests

(see Article 45, Annex 1 of the General Implementing Provisions (GIPs) for further details).



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## 4. Know the timetable inside out!

The promotion exercise should normally get under way as soon as the assessment exercise is over, that is to say when 80% of Commission-level CDRs have been finalised.

Once the CDRs have been completed, DGs will propose priority points awards to CPEs.

The job of CPEs is to ensure that the rules are adhered to, and that the allocation of priority points is consistent, rational and transparent in relation to the criteria (i.e. merit and merit over the whole of the official's career) re-

ferred to in the GIPs. Formal plans to award priority points will be drawn up before 15 September as soon as discussions with CPEs have been completed.

As soon as the CPE has issued its opinion, the distribution of priority points is supposed to be adopted as a "formal intention to award points". DGs draw up merit lists on the basis of this.

Merit lists will be published between **17 and 21 September 2004**.

Colleagues have **five working days from the**

**publication of the merit lists** to challenge the award of priority points to the Promotion Committee.

Promotion Committees will meet during the second half of October 2004 with a view to adopting the AIPN's AIPN's decisions relating to promotions in December 2004.

**WEBSITE**

[WWW.RENOUVEAU.ORG](http://WWW.RENOUVEAU.ORG)

## 5. Promotion Committees

There is a Joint Promotion Committee for categories A, LA, B, C and D, and there is a Sub-Committee for staff paid from research credits.

Promotion Committees have a threefold role:

1. to deal with appeals and, as appropriate with justification, to award a small number of additional transitional priority points (between 0 and 3 points per official) and/or appeal priority points;

2. to establish final promotion thresholds based on the real likelihood of promotion;

3. to analyse merit lists and decide between any ex-aequo cases.

As soon as the Promotion Committees have finished their work, the final merit lists and the list of promoted officials will be drawn up by the AIPN and notified to everyone.

Promotions normally take effect on 1 January for promotions within a career, and on 1 April for

promotions between careers.

If, on the relevant date, an official still does not have the seniority in the grade in question, the promotion takes effect on the first of the month after the month in which the seniority is achieved.

**Promotions will be awarded in the old grades, and will subsequently be translated into the intermediate A\*, B\*, C\* and D\* grades.**

Officials on grades A7 and B2 face a curious situation. With the introduction of an additional grade in the new A\*9 and B\*9 career grid, colleagues who are not promoted in 2004 will win a half-promotion the following year (e.g. a B2 promoted in 2004 will be classified at B1/B\*10, and a B2/B\*8 who wins promotion from 2005 onwards will be a B\*9, and no longer a B\*10.

The **R&D** CDR/Promotion team will be available from 1.00 p.m. to 2.30 p.m. every day starting on the day when the merit lists are published in order to help you in any response you may wish to make under Law 80 9/226. To make an appointment, please contact the **R&D** Political Secretariat on 55676, or send an e-mail to REP PERS OSP R&D

To adhere To **R&D** R&D Brussels:  
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### Advice



Get in touch with your staff representative before lodging an appeal with the Promotion Committee. This will enable to have a better understanding of the situation, to structure your appeal properly, and to maximise your chances of success. This will be particularly important from 2005 onwards as different rates of promotion will apply depending on the official's individual situation in relation to the new career grid.