



EUROPEAN COMMISSION
EuropeAid Co-operation Office

Thematic operations

Brussels, 24 February 2010

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NOTE TO THE MEMBER STATES

CALL FOR CANDIDATURES FOR LONG TERM AND SHORT TERM OBSERVERS FOR A POSSIBLE ELECTION OBSERVATION MISSION (EOM) REPUBLIC OF BURUNDI – GENERAL ELECTIONS IN 2010

Without prejudging the final format of the possible deployment of a European Union Election Observation Mission (EU EOM) to Burundi, the European Commission wishes to initiate the recruitment of long term and short term observers for a possible EOM to observe the forthcoming general elections currently scheduled to be taking place from May 2010. This recruitment shall be confirmed following the final decision of the Vice-President of the European Commission, High Representative of the Union for Foreign affairs and Security policy to deploy an EU EOM. The European Commission wishes to begin the procedures for recruitment of:

1. 30 LTOs (LONG TERM OBSERVERS). INDICATIVE AVAILABILITY DATES:

- Tentative deployment dates: **From 22 April 2010 to 5 August 2010.** (these dates do not include time necessary for travels to and from the place of assignment)
- Compulsory participation in one (1) two-full-day pre-deployment training session, currently scheduled to be taking place on 23 and 24 April 2010.

2. 44 STOs (SHORT TERM OBSERVERS). INDICATIVE AVAILABILITY DATES :

- Tentative deployment dates: **From 19 June to 28 July 2010 for the Presidential and the Legislatives elections.** (these dates do not include time necessary for travel to and from the place of assignment). **With the possibility of return in case there is no second round of Presidential election.**
- Compulsory participation in one (1) two-full-day pre-deployment training session, currently scheduled to be taking place on 20 and 21 June 2010.

More information on the exact dates and location of the training session as well as final decision on the exact dates of deployment will depend on the electoral calendar and will be communicated to selected observers and Member States at a later stage.

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In order to ensure the recruitment of the observers and to respect the tight dates of the tentative deployment plan, the European Commission invites the Member States to submit candidates' names via the ROSTER, at the latest **by 25 March 2010 at midnight.**

- **Up to 6** candidates for the position of Long Term Observers (LTOs)
- **Up to 6** candidates for the position of Short Term Observers (STOs)

Member states should ensure a fair balance regarding the gender and the professional background of shortlisted candidates.

3. CANDIDATE PROFILE:

Applicants' references and professional experience might be checked and language proficiency in French tested through phone interviews by European Commission officials during the selection process.

1. Language proficiency: good written and spoken proficiency in French (level 3 = fluent) is a must.
2. Previous experience in Burundi and/or in the region is an asset.
3. Previous electoral observation experience (particularly in Africa) and/or other relevant experience including electoral training, technical assistance or experience in the region in relevant fields.
 - A limited number of LTO and STO positions will be reserved for new comers with relevant skills.
4. Previous experience of work as a civilian in a large scale international mission or in a human rights monitoring mission under challenging logistical and security conditions is an asset.
5. Demonstrated commitment to democracy and human rights.
6. Computer and IT (Microsoft Office Word, Excel, Access, Acrobat writer, Outlook) and internet browser and web mail software. Familiarity with use of Internet, Satellite phones, HF, VHF, GPS.
7. Excellent physical conditions and good health, which can afford long working hours. Climate in Burundi at that time of the year is foreseen to be particularly hot and dry. Candidates should consult their government's health advisories.
8. Living conditions: observers should be willing to accept harsh living conditions when deployed in Burundi, including lack of power supply, water restrictions and poor road condition in certain areas.
9. Full flexibility is required from the candidates in terms of mission timetable in case changes and delays might occur.

4. SELECTION OF SUCCESSFUL CANDIDATES AND INFORMATION TO BE PROVIDED TO SHORTLISTED OBSERVERS

1. The Commission will proceed with the selection of the observers in the framework of the criteria outlined in the European Union Council Decision “**EU Guides for the Selection of the electoral observers**” **Council Decision 8728/99 - PESC 165 - COHOM 4** and will inform the Member States of the final list of the selected observers.

<u>Tentative date</u> by which the Commission hopes to inform MS and selected/non-selected LTO	<u>30 March 2010</u>
<u>Tentative date</u> by which the Commission hopes to inform MS and selected/non-selected STO	<u>5 April 2010</u>

2. Previous evaluations during EU EOMs and NEEDS training sessions will also be taken into account.
3. The Commission will use for the Mission the data already existing in the ROSTER system: http://europa.eu.int/comm/europeaid/observer/index_en.htm. **The applications sent by email will not be taken into account.**

5. THE COMMISSION INVITES THE MEMBER STATES:

- to only propose candidates certifying their full availability for the entire period of the mission, inclusive the participation in a two-day training session prior to deployment;
- to ensure an appropriate balance between the observers' past professional experiences (various types of public or civilian background). No country circumstances, including conflict or post conflict situation should change this necessary balance.
- to inform pre-selected observers to update their personal data in the ROSTER before the submission of their candidatures. For the entire selection process and the preparations for fielding, the Commission will only take into consideration the data as entered in the CV in the Roster (departure airport, passport data, e-mail addresses, telephone numbers, etc.). Should a CV not include all the required information, the applicant will be rejected. Further communication by the candidate or (like for example new departure airport, changed e-mail, etc.) shall not be taken into consideration.
- to rank in each category all shortlisted observers by order of suggested preference;
- to inform the observers of the information and terms of reference detailed in the annex to the present Note;
- to inform the observers that French proficiency might be tested through phone interviews by European Commission officials during the selection process.
- to inform the observers to follow respectfully and at any time during their assignment as observers the EU code of conduct for election observer as well as the European Commission and EU EOM Core Team and Service Provider instructions, in particular security and safety instructions, upon deployment and throughout the mission.

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Failure to follow those codes of conduct (attached) and instructions may result in an anticipated termination of the observer's assignment, immediate repatriation to the place of residence and non-recommendation for future EU EOMs

- to inform observers of the security instructions and health precautions and requirements as published on the websites of their respective Ministries and Embassies. More information on health precautions and requirements will be communicated by the service provider to selected candidates at a later stage.

[Signed]

Patrice Lenormand
Head of Sector Elections

Annex: Recruitment Information and Terms of Reference for Observers

CC: Mr. Bouratsis, Ms. Suomalainen, Ms. Ghelim, Mr. Nagoda, Ms. Ribot (AIDCO/F)
Ms. Arnault, Ms. Wasilewska, Mr. Dupont (RELEX/B)
Ms. Stasiak (DEV)
Mr. Darthenucq (DEL Bujumbura)