

Decision No MC/2018/02

on amending Decision No MC/2016/08 of the Management Committee of the Office of the Body of European Regulators for Electronic Communications (BEREC Office) on the Rules Governing the Traineeship Programme of the BEREC Office

The Management Committee of the BEREC Office;

Having regard to Regulation (EC) No 1211/2009 of the European Parliament and of the Council of 25 November 2009 establishing the Body of European Regulators for Electronic Communications (BEREC) and the Office¹;

Having regard to Decision MC/2014/1 of the BEREC Office Management Committee on the financial regulation applicable to the BEREC Office;

HAVING REGARD to Decision No MC/2016/08 of the BEREC Office Management Committee on the Rules Governing the Traineeship Programme of the BEREC Office;

Whereas:

- (1) With Decision MC/2016/08 the BEREC Office Management Committee established the rules governing the Traineeship Programme of the BEREC Office.
- (2) Taking into account the experience and the lessons learnt during the first years of the implementation of the afore-mentioned Decision it is necessary to review and update the rules under which the BEREC Office will organise and implement the Traineeship Programme.

HAS ADOPTED THIS DECISION:

Article 1

Decision No MC/2016/08 of the BEREC Office Management Committee is hereby amended as follows:

1) Article 2, point 1, is amended as follows:

'1. To be admitted to the Traineeship Programme, candidates must:

- a) be 18 years of age or older
- b) Be nationals of a Member State of the European Union;

¹ OJ L 337, 18.12.2009, p. 1

- c) have by the beginning of the traineeship successfully completed at least three years of higher education course (university studies) or equivalent education in a field of interest to the BEREC Office attested by a diploma or relevant official certificate²;
- d) Have language skills at level C1 for the first language (thorough knowledge) and at level B2 for the second language (satisfactory knowledge), these level being defined by the Common European Framework of Reference. ’

2) Article 8, point 6, is amended as follows:

‘6. At the end of their traineeship, trainees must submit to their adviser and to HR Officer a report on their activities during the training period³. The advisers and the HR Officer may add comments or elements to this report as appropriate. Trainees must carefully record their activities and their daily working hours from the first day up to the final day of service. At the end of the traineeship, trainees have to follow the same departure procedures foresee for the staff of the Agency, including the drafting of the handover and the transmission to the Agency of any material entrusted to them.’

3) Article 11, point 1, is amended as follows:

‘1. Trainees shall be entitled to a monthly grant amounting to 25% of a basic monthly salary of a temporary agent in grade AD5, step 4⁴. The grant is calculated at the beginning of each year and it is applicable to the trainees at the starting date of the Traineeship, thus excluding any later annual grant adjustment. Trainees who continue to be paid by their employer or to be in a receipt of a grant from another source or another subsistence allowance shall only be entitled to a financial contribution from the BEREC Office if the sum they receive is less than the amount of the traineeship grant. In that case, they shall receive a difference. If the trainee terminates his/her contract early, he/she will be required to reimburse part of the grant which he/she may have received relating to the period after the termination date.’

4) Article 14:

The BEREC Office shall provide the trainees with a private health insurance. Any social and health contributions that is required to be paid under Latvian national law or any other law shall be arranged by the trainee.

Article 2

² ECTS points are not accepted as equivalent degree, proof of completion of full university studies shall be provided before the start of the traineeship. For examples of minimum national qualifications required by the legislation in the country where the diploma was obtained, see Annex I. Only qualifications issued by EU Member State authorities or recognised as equivalent by the relevant EU Member State authorities will be accepted. Where diplomas are obtained from a non EU country, trainees will be required to provide proof of their equivalence from a recognised authority.

³ In case of extension of the traineeship period, the report should be drafted only once at the end of the traineeship.

⁴ The correction coefficient applicable in Latvia shall be taken into account for the calculation of the grant.

This decision shall enter into force on the date of its adoption and shall apply only for selection procedures of trainees launched after the entry into force of this Decision.

Done at Bratislava, on 9 March 2018.

For the Management Committee

(s)

**Johannes Gungl
BEREC Chair 2018**