

PROCEDURAL ACT OF THE ENERGY COMMUNITY SECRETARIAT

2016/01/ECS-EnC on the appointment of a Selection Committee responsible for the selection of experts for the Roster of Experts

The Energy Community Secretariat,

Having regard to the Treaty Establishing the Energy Community, and in particular the Article 67(e) and Article 75 thereof,

Having regard to the ultimate responsibility of the Director for implementation of the Energy Community budget in accordance with Articles 31 and 36 of the Energy Community Procedures for the Establishment and Implementation of Budget, Auditing and Inspections ("Budgetary Procedures")

Having regard to the necessity for establishing rules for transparent and just selection of the candidates for the Roster of Experts, based on the Call for Expression of Interest 2016-2020, launched on August 10, 2016 by the Energy Community Secretariat (ECS),

ADOPTS THE FOLLOWING PROCEDURAL ACT:

Article 1 Objective

1. Three thematic Selection Committees are hereby being created with the purpose of establishing a Roster of Experts within the meaning defined by the Call for Expression of Interest for the Roster of Experts.
2. The Selection Committees are responsible for
 - a. the assessment of candidates against the established criteria,
 - b. ensuring valid and fair process
 - c. the decision to admit or reject an applicant to the Roster.

Article 2 Composition

1. Each Committee shall consist of three members.
2. The Selection Committee for Consultancy Services is chaired by the Director who appoints the other two members.
3. The Selection Committee for Legal Services is chaired by the Deputy Director who appoints the other two members.
4. The Selection Committee for Training, Communication and Other Services is chaired by the Head of Administrative Unit who appoints the other two members.
5. In case of conflict of interests, a member of a Committee shall recuse him/herself and be replaced by another staff member.

Article 3 Selection

1. As a general rule, the Selection Committee shall decide once every three months on the inclusion of new candidates on the Roster.
2. The outcome of the selection procedures shall be reflected in writing in a protocol, which shall be signed by all members of the respective Selection Committee.
3. The candidates who believe their application has not been treated properly, may complain to the Director. The Director shall appoint a Review Committee which shall issue a review report and respond to the complainant within 7 days following the receipt of the complaint. The report of the Review Committee is final.

Article 4 Final provisions

This Procedural Act shall enter into force upon adoption.

For the Energy Community Secretariat

Janez Kopac
Director

A handwritten signature in blue ink, appearing to read "Janez Kopac".

Done in Vienna, 20 October 2016