

Not promoted?

Consider appealing

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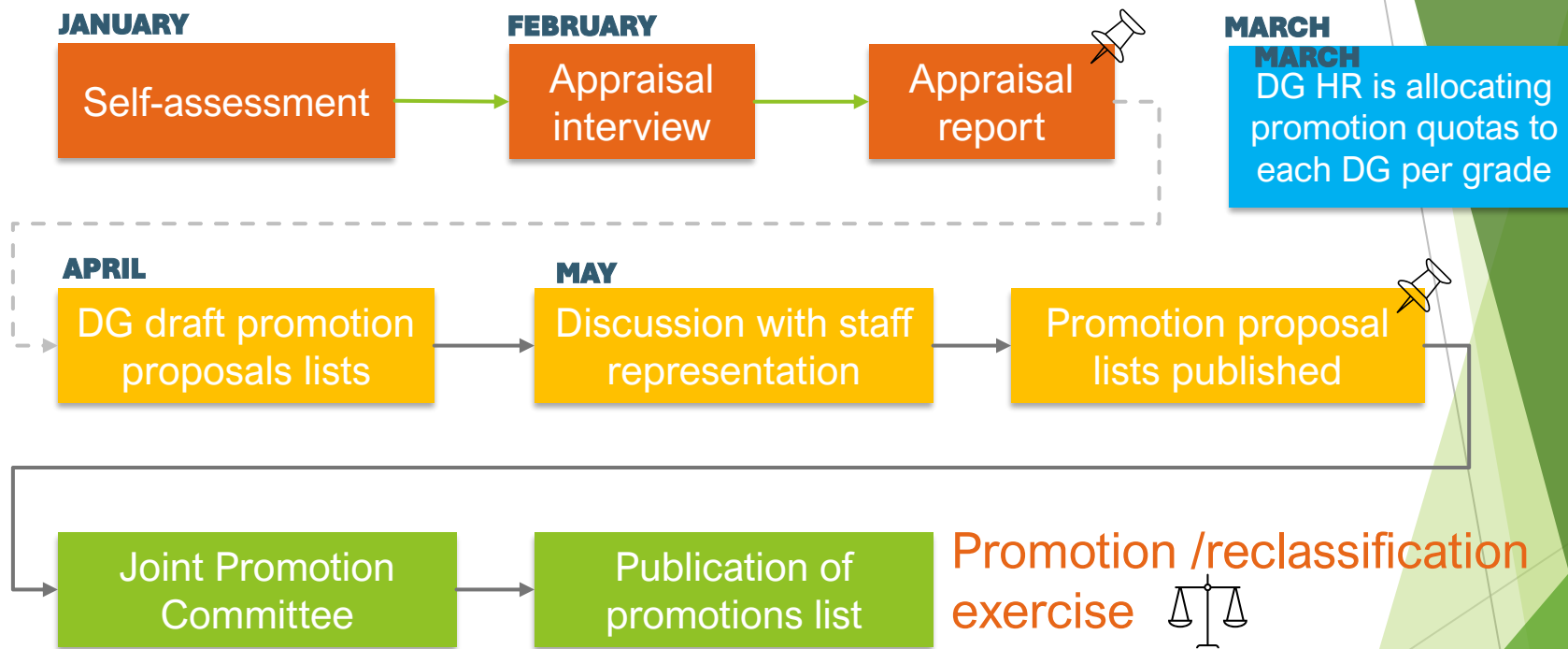
We record the presentation part of this conference.

We do **NOT** record the **Q&A part**; and we don't publish the chat.

The recordings and this presentation will be available **after** this conference on our website.

Overview of the appraisal and promotion/reclassification exercise

Staff representatives play a crucial role to ensure the “comparison of merits” which is required by the Staff Regulations
However: final decision is with DG!



May be appealed in Sysper2



May be appealed using Art. 90.2 (Complaint)

Average promotion pace

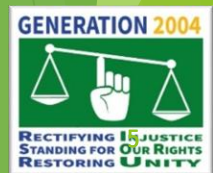
Grade	Assistants	years	Administrators	years	Assistants/Clerks	years
13	—		15%	6,5		
12	—		15%	6,5		
11	—		25%	4		
10	20%	5	25%	4		
9	8%	12,5	25%	4		
8	25%	4	33%	3		
7	25%	4	36%	2,8		
6	25%	4	36%	2,8	—	
5	25%	4	36%	2,8	12%	8,3
4	33%	3	—		15%	6,5
3	33%	3	—		17%	5,8
2	33%	3	—		20%	5
1	33%	3	—		25%	4

These are collective, not individual guarantees!
Data from the Staff Regulations

Average reclassification pace

FG	Grade	bracket	Average
IV	17	[6, 10]	8
	16	[5, 7]	6
	15	[4, 6]	5
	14	[3, 5]	4
	13	[3, 5]	3
III	11	[6, 10]	8
	10	[5, 7]	6
	9	[4, 6]	5
	8	[3, 5]	3
II	6	[6, 10]	8
	5	[5, 7]	6
	4	[3, 5]	3
I	2	[6, 10]	8
	1	[3, 5]	3

These are collective, not individual guarantees!
Data from the GIPs



Reference dates



Seniority in the grade: the reference date for promotion is 1 January of the given year



At least 2 years in the grade for a promotion/reclassification



If you change DG: the cutting date for the responsibility for your promotion is 2 March

June

The draft list of proposed officials for promotion has been published today 12 June

As well as the draft list of proposed CAs for reclassification

You have **5 working days to file an appeal**

Days where you could not access Sysper do not count in the 5 working days (sick/annual leave, bank holidays, ...)

Button not visible → write to [HR](#)

Appeal Negative consequences?



- ▶ Only the members of the Joint Promotion/Reclassification Committee will decide on your appeal and promotion/reclassification – your HoU, your Director are not involved anymore in this and cannot see your appeal!
- ▶ If you get a promotion/reclassification via an appeal → one problem less for them next year

APPEAL DOS AND DON'TS

- ▶ The promotion committee will analyse your appeal on the basis on these **3 elements**:
 - ▶ **Merits, Responsibilities** (management and team leadership; financial, representation), **Languages** (used at work)

Draft max. one A4 page:

- ▶ **Add quotations from your reports underlining your performance (the most positive adjectives)**
- ▶ Mention mobility or secondment (e.g. interest of service)
- ▶ NEVER refer to others, **NEVER** compare your performance with other colleagues' performance
- ▶ Keep the text as short as possible but precise and concise!

Don't repeat your appraisal reports!

EXAMPLE

Quotations from my report 2023

- contributed significantly to the performance of the unit
- contributions were instrumental in drafting the adopted strategies and .. acts
- demonstrated excellent command of the political and legal aspects of the XX portfolio
- demonstrated that she is an excellent team player
- demonstrated very good negotiation skills

Quotations from my report 2022

- deliver work of high-quality standard...instrumental in getting the unit off to a flying start
- excellent command of the legal aspects
- fulfilled all the responsibilities of a very good manager in the Commission
- has the right political sensitivities and maturity to take on higher responsibilities in the future
- I have always been able to count with XX's support, competence and dedication
- We have put together not only a highly efficient but also very pleasant team and working atmosphere.

WHAT CAN G2004 DO FOR YOU?

- ▶ We can help you by reviewing your draft appeal → register on our website.
- ▶ **We cannot write the draft for you!**
- ▶ Please draft it over the **weekend at the latest!**
 - We need time for the review
 - You need time to incorporate the feedback
- ▶ **Deadline in Sysper: 19 June**
This is a **hard deadline.**

July – August



- ▶ The Joint Promotion Committee starts its work
- ▶ You may or may not see their accesses to your file in Sysper (they get PDF versions from HR, but sometimes they need more than the reports)
- ▶ The members of the Joint Promotion Committee analyse and compare the appeals and the appraisal reports since your last promotion



September

The members of the Joint Promotion Committee:

- ▶ Discuss each and every appeal
- ▶ Come to an agreement on each case whether to propose or not for promotion
- ▶ Proposes the final draft list for promotion to DG HR
- ▶ The Committee has 5% of the total promotion quota at its disposal

October


- ▶ The members of the Joint Promotion Committee hold a meeting with DG HR to approve the final list
- ▶ The Appointing Authority (DG HR) has the final word before publishing the final list of promoted officials
- ▶ Reasons for exclusion from the promotion exercise: CCP, IDOC

November

Mid November: the final list of promoted officials is published



Your promotion will take effect retroactively as of **1 January** of the given year



Your promotion will be visible in your **December salary slip**



EXERCISE FINISHED



You can make an **article 90.2** complaint against non-promotion (very low chances!)

**QUESTIONS?
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TOUCH
WITH US**



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**RECTIFYING INJUSTICE
STANDING FOR OUR RIGHTS
RESTORING UNITY**