

ANNEX II

Application

FOR THE CERTIFICATION PROCEDURE

ADMINISTRATIVE DATA

- Official's name and first name:
- Personnel No:
- Grade:
- Current post (Directorate-General/Unit):

CHOSEN PRIORITY FIELD

Choose only one and cross out the rest:

- External communication policy
- Budget, finance and contracts
- Management of programmes and projects
- Compliance with Community law and dealing with infringements
- Internal audit and control
- Human resources management
- Information technologies

EDUCATION AND TRAINING

Level of general education and training:

- Do you hold a university qualification awarded on completion of a university course of at least three years' duration? YES/NO
- If so, please fill in the following for each such qualification:
 - Title of the qualification:
 - Period of instruction completed in order to obtain the qualification: from to
 - Date qualification awarded: ../../....
 - Authority which awarded it:

Education and training relating to the priority areas :

- Do you hold one or more higher-education qualifications, or equivalent obtained during your professional training, relating to one of the priority areas? YES/NO
- If so, please fill in the following for each such qualification:
 - Title of the qualification:
 - Period of instruction completed in order to obtain the qualification: from to
 - Date qualification awarded: ../../....
 - Authority which awarded it:
 - Priority field to which it relates:

**PROFESSIONAL EXPERIENCE AS A CATEGORY B* OR A* OFFICIAL OR
TEMPORARY STAFF MEMBER**

Professional experience as an official or temporary staff member at the other institutions

| Period (from .././.... to .././....) | Institution | Directorate- General/Unit | Grade | Status (official/tempo rary staff member) |
|--|-------------|------------------------------|-------|--|
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Professional experience acquired at the institutions since 1 October 1995 in the priority areas

| Period (from ../... to ../...) | Institution | Directorate- General/Unit | Grade | Status (official/temporary staff member) | Priority field | Duties undertaken |
|--|-------------|------------------------------|-------|--|-------------------|----------------------|
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