

**ANNEX II TO COMMISSION DECISION
C(2010) 3680**

AA/AECCE TABLES/research budget/JRC

Key

DG	Directors-General and equivalent
DGA	Deputy Directors-General, and equivalent
CHC	Advisers Hors Classe and equivalent
D	Directors and equivalent
CP	Principal Advisers and equivalent
CL	Advisers and equivalent (CL13/14, CL9/14: posts fixed at levels AD13/AD14 and AD9/AD14 respectively)
CU	Heads of Unit and equivalent (CU13/14, CU9/14: posts fixed at levels AD13/AD14 and AD9/AD14 respectively)
ADM	All administrators whose name does not appear in an organisation chart (AD5-AD14)
AST	All persons in function group AST (AST1-AST11)

Ann = Annex(es) to the Staff Regulations Art = Article(s) para = paragraph(s) subpara = subparagraph(s)

Where function types are mentioned in a merged cell belonging to both the columns "Director-General for Human Resources and Security" and "Director-General JRC", this means that the powers in question are exercised jointly by those two Directors-General. Each of them can subdelegate their powers pursuant to Article 6 of the present decision.

Simplified procedure: in agreement with the President, the Member of the Commission responsible for human resources and the Member of the Commission responsible for the department concerned.

The Director-General for Human Resources and Security is authorised (with the possibility of subdelegation) to sign all decisions adopted by the Commission, one of its Members or a Director-General concerned as Appointing Authority or Authority Empowered to Conclude Contracts of Employment.

AA TABLE (Annex II)

I.A. FILLING VACANT POSTS

SUBJECT	Articles of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director EPSO
1. Vacancy notice						
- determination of level	Art 4(2nd para)	DG-DGA-CHC-D-CP		CL/CU 13/14	CL/CU9/14-ADM-AST	
- decision to publish internal vacancy notice	Art 4(2nd para)	DG-DGA-CHC [2]			D[2] CP[2] CL/CU-ADM-AST	
- decision to publish interinstitutional vacancy notice	Art 4(2nd para)	DG-DGA-CHC [2]		D[2] CP[2] CL/CU-ADM-AST		
2. Procedure for filling a vacant post:						
- promotion	29(1)(a)(iii)	DG-DGA-CHC-D-CP CL/CU9/14-ADM-AST[6]			CL/CU 13/14[2]	
- determining the consequences of promotion	Ann XIII Art 7			all grades/functions		
- appointment in accordance with Article 45a	29(1)(a)(ii)			AST 5/11 [10]		
- transfer to JRC from another department (at the official's request) [5]	29(1)(a)(i)	DG-DGA-CHC-D-CP		CL/CU 13/14 [2] - CL/CU 9/14 [12] [4] - ADM-AST		
- transfer within JRC (at the official's request)	29(1)(a)(i)	DG-DGA-CHC-D-CP			CL/CU13/14 [2] - CL/CU9/14 [12] [11] [4] ADM-AST [11]	
- transfer to JRC from another department (reassignment in the interests of the service) [9]	7(1)	DG-DGA-CHC-D-CP		CL/CU[7][8]-ADM-AST		
- transfer within JRC (reassignment in the interests of the service) [8]	7(1)	DG			DGA-CHC-D-CP [2] CL/CU9/14[7] ADM - AST [11]	
- transfer from another Institution (to the JRC in the Commission)	29(1)(b)	DG-DGA-CHC-D-CP			CL/CU-ADM-AST	
- internal competition for JRC	29(1)(b)	DG-DGA-CHC-D-CP			CL/CU-ADM-AST	
3. Appointment following a competition (including determination of grade and date of entry into service)	30(2nd para); 7(1); 31(1st para); Ann XIII Art 5, 12, 13	DG-DGA-CHC-D-CP [1]			CL/CU-ADM-AST	
4. Recruitment otherwise than by competition	29(2)	DG-DGA-CHC-D-CP[3] CL/CU-ADM-AST				

[1] Date of entry into service to be specified by the Director-General for HR and Security in agreement with the Director-General JRC

[2] Simplified procedure.

[3] If decision after internal publication: simplified procedure.

[4] Where referred to the CCA: modification of Appointing Authority as stipulated in Commission Decisions C(2008)5028 and C(2008)5029 .

[5] Where an AD or an AST transfers from the JRC, the Appointing Authority is the DG to which the official is transferring.

[6] The functions of CL-CU9-14, administrators and assistants are not in principle published under 29(1)(a)(iii). If they are, the Commission is the Appointing Authority.

[7] For reassignment of a CU to a non-management post or of a CL to a post not appearing on the organisation chart, under the terms and procedure laid down in Commission Decisions C(2008)5028 and C(2008)5029.

[8] For the reassignment of advisers to a management post: simplified procedure.

[9] In the case of an official who has acted in accordance with the whistleblowing procedures the transfer decision is taken by the Director-General for HR and Security and, in the case of staff of DG HR, by the Secretary-General of the Commission.

[10] AST without restriction.

[11] Decisions comprising a change of place of employment shall require a positive opinion of DG HR.

[12] After information/consultation of the Member of the Commission responsible for DG JRC.

AA TABLE (Annex II)

I.B. Competitions

SUBJECT	Articles of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director EPSO
1. Competitions:						
- INTERNAL competitions: adoption of notice of competition	Ann III Art 1	DG-DGA-CHC-D-CP		CL/CU-ADM-AST		
- Open competition FOR A SPECIFIC INSTITUTION: adoption of notice	Ann III Art 1	DG-DGA-CHC-D-CP		CL/CU-ADM-AST		
- INTERINSTITUTIONAL competition: adoption of notice [1]	Ann III Art 1	DG-DGA-CHC-D-CP				CL/CU-ADM-AST
2. Adoption of application form	Ann III Art 2					All grades and functions
3. Appointment of chairman and members of selection board						
- for competitions FOR A SPECIFIC INSTITUTION	Ann III Art 3			All grades and functions [1]		
- for INTERINSTITUTIONAL competitions	Ann III Art 3					All grades and functions
4. Drawing up of lists of successful candidates						
- for competitions FOR A SPECIFIC INSTITUTION	Ann III Art 4			All grades and functions [1]		
- for INTERINSTITUTIONAL competitions	Ann III Art 4					All grades and functions

[1] If the Commission is the institution responsible (if the Commission is not the institution responsible, the institution in question is the delegated Appointing Authority).

AA TABLE (Annex II)

II. RECRUITMENT

SUBJECT	Articles of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
1. Exemption from the requirement to be a national of a Member State	28(a)	DG-DGA-CHC-D-CP	CL/CU [3]	ADM-AST	
2. Determination of step	32; Ann XIII Art 5, 7, 13		DG-DGA-CHC-D-CP [1]	CL/CU-ADM-AST	
3. Pre-recruitment medical examination, including notably:	33				
- composition of the medical committee	33(2nd para)			All grades and functions	
4. Probationary period:					
- extension	34		DG-DGA-CHC-D-CP [4]	CL/CU[2]-ADM-AST	
- establishment	34	DG-DGA-CHC-D-CP		CL/CU[2]-ADM-AST	
5. Suspension of admission to benefits in respect of invalidity or death.	Ann VIII Art 1			All grades and functions	

[1] For step only.

[2] In agreement with the Members of the Commission responsible for the JRC and for human resources.

[3] In agreement with the Member of the Commission responsible for the JRC.

[4] In agreement with the President and with the Member of the Commission responsible for the JRC.

AA TABLE (Annex II)

III. CAREER

SUBJECT	Articles of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
1. Temporary posting [6].	7(2)	DG-DGA-D		CU [1]	
2. Promotion				CL/CU-ADM-AST	
- deciding the final allocation of promotion points	45(1)	DG-DGA-CHC-D-CP		CL/CU-ADM-AST	
- drawing up of lists of promoted officials	45(1)	DG-DGA-CHC-D-CP		CL/CU-ADM-AST	
- determining the consequences of a promotion	Ann XIII Art 7			all grades and functions	
3. Appointment following a "change of category" competition (lists of successful candidates published before 1.5.2006).	Ann XIII Art 5(2)			AST-ADM	
3a. Attestation				AST	
- publish a call for applications	Ann XIII Art 10(3)			AST	
- draw up and publish the list of officials admitted to the attestation procedure and allowed to benefit from attestation on appointment to a post at "administrative assistant" level.	Ann XIII Art 10(3)			AST	
- attestation of an official	Ann XIII Art 10(3)			AST	
4. Certification				AST 5/11	
- determine the number of officials authorised to follow the training programme and publish the call for applications	45a(2)			AST 5/11	
- adopt and publish the list of officials admitted.	45a(2)			AST 5/11	
- adopt and publish the list of pre-selected officials	45a(2)			AST 5/11	
- adopt and publish the list of officials authorised to take part in the training programme	45a(2)			AST 5/11	
- publish the list drawn up by EPSO of officials who have passed the written and oral tests	45a(1)(c)			AST 5/11	
5. Secondment in the interests of the service [2][3].	37(1st para)(a); 38	DG-DGA-CHC-D-CP		CL/CU-ADM-AST [7]	
	For the BEPA Director-General, the Head of the Spokespeople's Service and the Commission Spokesperson this power is delegated to the President. The Directorate-General of origin is informed.				
	For the Deputy Spokesperson and the Co-ordinating Spokespeople this power is delegated to the President, acting in agreement with the Head of the Spokespeople's Service. For BEPA Directors and Principal Advisers this power is delegated to the President, acting in agreement with the Director-General of BEPA. The Directorate-General of origin is informed.				
	For Heads of Cabinet, Deputy Heads of Cabinet, Cabinet Experts and BEPA Advisers this power is delegated to the Member of the Commission responsible for human resources, in agreement with the President. The Directorate-General of origin is informed.				
6. Secondment on request:					
- granting, extension	37(1st para)(b); 39	DG-DGA-CHC-D-CP			CL/CU - ADM - AST

AA TABLE (Annex II)

III. CAREER

SUBJECT	Articles of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
- reinstatement	39(f)	DG-DGA-CHC-D-CP		CL/CU -ADM -AST	
7. Leave on personal grounds:					
- granting, extension	40		DG-DGA-CHC-D-CP [5]		CL/CU-ADM-AST[5]
- reinstatement	40		DG-DGA-CHC-D-CP	CL/CU - ADM - AST	
8. Invalidity					
- reinstatement	Ann VIII Art 14(2nd para)	DG-DGA-CHC-D-CP		CL/CU-ADM-AST	
9. Non-active status.	41		All grades and functions		
10. Leave for military service.	42(1st para)				All grades and functions
11. Classification in a lower category/grade due to incompetence	51	DG-DGA-CHC-D-CP		CL/CU-ADM-AST [4]	
12. Additional step linked to function	44(2nd para), 46			DG-D-CU	

[1] After Joint Committee opinion.

[2] As regards the attachment of officials in accordance with the decision of 5 January 1995, the Director-General for HR and Security has the powers of the Appointing Authority.

[3] As regards the attachment of officials between departments of the Institution, this responsibility is incumbent on the Director-General of origin, acting in agreement with the Director-General of posting. If there is any disagreement between the two, this responsibility is held by the Director-General for HR and Security.

[4] The powers are exercised jointly by delegation by the Director-General for HR and Security, the Director-General in charge of the official or temporary staff member concerned and a third Director-General designated by the Secretary-General. The joint decision is taken by a majority of these three Directors-General.

[5] Where an outside activity is to be exercised during the period of leave on personal grounds, the Appointing Authority decides after consulting the Director-General for HR and Security.

[6] The function types refer to the posts on which the temporary postings are made

[7] In the case of secondment as a Member of Cabinet, the President's Cabinet is informed.

AA TABLE (Annex II)

IV. TERMINATION OF SERVICE

SUBJECT	Articles of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
1. Dismissal during or at the end of the probationary period.	34	DG-DGA-CHC-D-CP		CU [1]/CL-ADM-AST[2]	
2. Resignation on request.	48	DG-DGA-CHC-D-CP		CL/CU-ADM-AST	
3. Compulsory resignation.	49	DG-DGA-CHC-D-CP		CL/CU -ADM - AST [2]	
4. Retirement in the interests of the service.	50	DG-DGA-CHC-D-CP			
5. Dismissal for incompetence.	51	DG-DGA-CHC-D-CP		CL/CU -ADM - AST [3]	
6. Early retirement on request:					
- with reduction of pension	52(1st para)(b) + Ann VIII Art 9(1)			All grades and functions	
- without reduction of pension in the interests of the service.	52(1st para) + Ann VIII Art 9(2)		All grades and functions		
7. Continuing to work beyond the age of 65.	52(2nd para)		DG-DGA-CHC-D-CP-CL-CU [5]	ADM-AST	
8. Invalidity.	53, 78(1st para)			All grades and functions	
9. Honorary rank.	54	This power is delegated to the Member of the Commission responsible for human resources [4]			

[1] Under the terms and procedure laid down in Commission Decision C(2008)5028.

[2] For CL/CU and ADM, these powers are exercised after consulting the Member of the Commission responsible for human resources.

[3] The powers are exercised jointly by the Director-General for HR and Security, the Director-General in charge of the official or temporary staff member concerned and a third Director-General designated by the Secretary-General.

[4] After informing the Director-General concerned, the Secretary-General and the CCA.

[5] In agreement with the Member of the Commission responsible for the JRC.

AA TABLE (Annex II)

V. RIGHTS AND OBLIGATIONS

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
1. - Permission to accept payment	11(2nd para)			DG-DGA-CHC-D-CP	CL/CU-ADM-AST
- Permission to accept a favour or a gift			DG [1]		DGA-CHC-D-CP- CL/CU-ADM-AST
- Permission to accept an honour or a decoration				All grades and functions	
2. Assessment of personal interest	11a(2)		DG [1]		DGA-CHC-D-CP- CL/CU-ADM-AST
3. Permission to engage in an outside activity, whether or not paid, or carry out an assignment	12b			DG-DGA-CHC-D-CP	CL/CU-ADM-AST
4. Assessment of spouse's gainful employment	13			DG-DGA-CHC-D-CP	CL/CU-ADM-AST
5. Assessment of situation of official standing for or elected or appointed to public office	15			All grades and functions	
6. Prohibition of acceptance of certain appointments and benefits after leaving the service	16			All grades and functions	
7. Publication of texts / documents	17a(2)		DG [1]		DGA-CHC-D-CP- CL/CU-ADM-AST
8. Permission to disclose information in legal proceedings	19(1st para)			All grades and functions	
9. Observation of privileges and immunities	23(2nd para)			All grades and functions	
10. Special decision to issue laissez-passer	23(3rd para)			All grades and functions	
11. Request for assistance	24			All grades and functions	

AA TABLE (Annex II)

V. RIGHTS AND OBLIGATIONS

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
12. Complaints	90(2)			All grades and functions[2]	

[1] The Member may subdelegate this power to the Member of the Commission responsible for the JRC.

[2] Unless the contested decision was taken at the level of the Director-General for HR and Security with no subdelegation or by a tripartite Appointing Authority: the AA in this case is the Commissioner responsible for human resources; if the contested decision was taken by the latter or by the Commission: the Commission is AA. For interinstitutional competitions the Director of EPSO is AA..

AA TABLE (Annex II)

VI. DISCIPLINE (administrative investigation, disciplinary procedure) and personal liability in cases of serious misconduct

SUBJECT	Articles of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
1. Opening an administrative investigation	Ann IX Art 2(1)			For all officials (AD 16-AST1): Director-General for Human Resources and Security in agreement with the Secretary-General	
2. Postponement of hearing in the context of the administrative investigation in cases of strictest confidentiality	Ann IX Art 2(1) + 1(2)			For all officials (AD 16-AST1) : Secretary-General in agreement with the Director-General for Human Resources and Security.	
3. Informing the official concerned when an administrative investigation is closed with no further action taken	Ann IX Art 2(1) + 1(3) + 29			For all officials (AD 16-AST1)	
4. Informing the official concerned when an administrative investigation ends and communicating to him/her the conclusions of the investigation report and other documents	Ann IX Art 2(2)			For all officials (AD 16-AST1)	
5. Preliminary hearing and initiation of disciplinary proceedings	Ann IX Art 3		AD 16-AD 14 [1][2]	AD 14-AST 1	
6. Referring cases to the Disciplinary Board	Ann IX Art 12		AD 16-AD 14[2][4]	AD 14-AST 1	
7. Withdrawing a case from the Disciplinary Board	Ann IX Art 14		AD 16-AD 14[2][4]	AD 14-AST 1	

AA TABLE (Annex II)

VI. DISCIPLINE (administrative investigation, disciplinary procedure) and personal liability in cases of serious misconduct

SUBJECT	Articles of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
8. Representation of the Appointing Authority before the Disciplinary Board	Ann IX Art 16(2)	For all officials (AD 16–AST1): The Director of IDOC or his/her representative [3]			
9. Hearing preceding a possible penalty without referring the case to the Disciplinary Board or after withdrawing it from the Board	Ann IX Art 11 + 14(2nd para)	AD 16-AD 14[2]		AD 14-AST 1	
9a. Hearing preceding a possible penalty after referring the case to the Disciplinary Board [5]	Ann IX Art 22(1)	AD 16-AD14[2]		AD 14-AST 1: these powers are exercised jointly by the Director-General for Human Resources and Security, the Director(-General) in charge of the official concerned and a third official designated by the Secretary-General from amongst Directors(-General) or Deputy Directors(-General). The joint decision is taken by a majority of these three Directors (-General).	
10. Penalty without referring the case to the Disciplinary Board or after withdrawing it from the Board	Ann IX Art 9 + 10 + 11 + 14(2nd para)	AD 16-AD 14 [2]		AD 14-AST 1	
10a. Penalty after referring the case to Disciplinary Board [5]	Ann IX Art 9 + 10 + 22	AD 16-AD 14 [2]		AD 14-AST 1: these powers are exercised jointly by the Director-General for Human Resources and Security, the Director(-General) in charge of the official concerned and a third official designated by the Secretary-General from amongst Directors(-General) or Deputy Directors (-General). The joint decision is taken by a majority of these three Directors (-General).	
11. Reimbursement of expenses	Ann IX Art 21			For all officials (AD 16–AST1)	

AA TABLE (Annex II)

VI. DISCIPLINE (administrative investigation, disciplinary procedure) and personal liability in cases of serious misconduct

SUBJECT	Articles of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
12. Where case is closed without imposing any disciplinary penalty: informing the official concerned and, where appropriate, suitable publicity for this decision	Ann IX Art 22(2) + 29			For all officials (AD 16-AST1)	
13. Reopening of disciplinary proceedings where new facts come to light	Ann IX Art 28	AD 16-AD 14[2]		AD 14-AST 1	
14. Suspension in connection with an allegation of serious misconduct (preliminary hearing and decision).	Ann IX Art 23 + 24		AD 16-AD 14[2]	AD 14-AST 1	
15. Deletion of reference to disciplinary penalty from personal file	Ann IX Art 27	AD 16- AD 14[2]		AD 14-AST 1	
16. Personal liability in cases of serious misconduct [5]	22(2nd para)	AD 16-AD 14[2]		AD 14-AST 1: these powers are exercised jointly by the Director General for Human Resources and Security, the Director(-General) in charge of the official concerned and a third official designated by the Secretary-General from amongst Directors(-General) or Deputy Directors(-General). The joint decision is taken by a majority of these three Directors(-General).	

[1] The Member of the Commission may subdelegate the power to hold a preliminary hearing or designate a person to hold the hearing in his or her place.

[2] For senior officials of grade AD 14 (directors and equivalent).

[3] The Director is authorised, where necessary, to designate another IDOC official.

[4] In respect of DG and DGA the Member of the Commission responsible for human resources takes the decision in agreement with the President.

[5] For Commission officials seconded to a Cabinet, it is the Director-General of the DG of origin or assignment who shares in the tripartite authority. For Temporary Staff under Article 2(c), the term "Director-General in charge of the official" means the Head of Cabinet.

AA TABLE (Annex II)

VII. WORKING CONDITIONS

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
1. Recognition of non-marital partnership	1d(1)(2nd subpara) + Ann VII Art 1(2)(c)					All grades and functions
2. Parental leave	42a			DG-DGA-CHC-D-CP	CL/CU-ADM-AST	
3. Family leave	42b			DG-DGA-CHC-D-CP	CL/CU-ADM-AST	
4. Normal working week	55(2nd para)	All grades and functions				
5. Special working hours	55(2nd para)				All grades and functions	
6. Decision on standby duty	55(3rd para)				All grades and functions [1]	
7. Part-time work	55a + Annex IVa		DG-DGA-CHC	D-CP	CL/CU-ADM-AST	
8. Job-sharing	55b	DG-DGA-CHC-D-CP			CL/CU-ADM-AST	
9. Authorisation of night work and work on Sundays and public holidays	56(1st para)				All grades and functions	
10. Shiftwork	56a					
- Decision to set up shiftwork					All grades and functions [1]	

AA TABLE (Annex II)

VII. WORKING CONDITIONS

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
11. Annual leave [2]	57(1st para), 60 (1st para), Ann V (Art 1-5, 7)				All grades and functions	
12. Special leave	57(2nd para) + 58 + Ann V (Art 6 + 7)					
- individual cases					All grades and functions	
- collective cases [3]				All grades and functions		
13. List of independent doctors (establishment of the list and selection of doctors from it)	59(1)(6th subpara)			All grades and functions [5]		
14. Requirement to take leave	59(5)			All grades and functions		
15. Annual medical check-up, fixing maximum amount	59(6)			All grades and functions		
16. Measures in cases of unauthorised absence	60(1st para)				All grades and functions	
17. Permission to spend sick leave elsewhere than the place of employment	60(2nd para)				All grades and functions [4]	

[1] Introduction of a systematic shiftwork system or standby service requires the agreement of DG HR.

[2] Without prejudice to any authority conferred in this regard on the official's superior or on the human resources manager of his or her service by the Staff Regulations (see first sentence of first paragraph of Article 60) or by the Commission's implementing provisions on annual leave in their up-to-date-version (for the rules that are currently applicable see Commission Decision C(2004)1597 of 28 April 2004).

[3] Unless the DG for Human Resources and Security has decided on travelling time (Annex V, Art 7), this decision is taken by the DG JRC.

[4] After the Medical Service has given its agreement.

[5] Under Article 59(1), 6th subparagraph, this list is established by joint agreement with the Staff Committee.

AA TABLE (Annex II)

VIII. PAY AND SOCIAL BENEFITS

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
1. Compensatory leave and remuneration for overtime	56 + Ann VI				AST 1-4	
2. Allowance for shiftwork	56a					
- Decision establishing the recipient of the allowance provided for in Article 56a					All grades and functions	
- Decision determining the individual payment						All grades and functions
3. Allowance for regular standby duty	56b					
- Decision establishing the recipient of the allowance provided for in Article 56b					All grades and functions	
- Decision determining the individual payment						All grades and functions
4. Grant of an allowance to compensate for particularly arduous working conditions	56c					
- Decision establishing the recipient of the allowance provided for in Article 56c					All grades and functions	
- Decision determining the specific payment						All grades/ functions
5. Family allowances	67, 68, Ann VII (Art 1 - 3), Ann XIII (Art 14 - 16)					All grades and functions
6. Allowances and reimbursement of expenses						
- expatriation allowance	69 + Ann VII Art 4					All grades and functions
- installation/resettlement allowance/travel expenses/removal expenses; daily subsistence allowance	71 + Ann VII (Art 5-7, 9-10)					All grades and functions

AA TABLE (Annex II)

VIII. PAY AND SOCIAL BENEFITS

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
- annual travel costs	71 + Ann VII Art 8					All grades and functions
- mission expenses [1]	71 + Ann VII Art 11-13				All grades and functions	
- entertainment expenses; costs of accommodation	71 + Ann VII Art 14				All grades and functions	
- fixed travel allowance	71 + Ann VII Art 15(1)			DG-DGA-CHC-D-CP		
	71 + Ann VII Art 15(2)				CU-CL-ADM-AST	
- grants and reimbursements in cases of birth and death	74, 75					All grades and functions
7. Transfer of remuneration	Ann VII Art 17					All grades and functions
8. Allowance for non-active status	41(3) + Ann IV					All grades and functions
9. Allowance for retirement in the interests of the service	50 + Ann IV					All grades/ functions
10. Allowance for termination of service						
- incompetence	51(6)+(7)					All grades and functions
11. Sickness insurance: any individual decision on cover for medical expenses within the framework of the Joint Sickness Insurance Scheme	72 + 40(3) + Ann X Art 24					The competent authority is laid down by the Joint Rules on sickness insurance.

AA TABLE (Annex II)

VIII. PAY AND SOCIAL BENEFITS

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
12. Accident insurance: any individual decision on social benefits and cover for expenses related to accidents or occupational diseases	73 + 40(3) + Ann X Art 25					All grades/ functions
13. Gifts and loans for welfare purposes						
- for the staff	76			All grades and functions		
- to the surviving spouse	76a			All grades and functions		
14. Advances on salary	76					All grades and functions
15. Pensions (including notably: severance grant, authentication of pensionable years, transfer of pension rights), family allowances	77-84 Ann VII, VIII, XIII					All grades and functions
- compulsory resignation	41(4)					All grades and functions
- leave on personal grounds	40(3)					All grades and functions
- retirement in the interests of the service	50					All grades and functions
- parental leave	42a					All grades and functions
- invalidity: prerequisites of the allowance in principle [3]	53, 78, Ann VIII Art 1 + 13(1)			All grades and functions		
- death (three months' remuneration)	70					All grades and functions
- transfers	Ann VIII Art 11					All grades and functions
- amount of retirement pension	77					All grades and functions
- amount of invalidity allowance [2]	78					All grades and functions
- amount of survivor's pension [4]	79-81a					All grades and functions
16. Recovery of undue payment	85	This decision is taken by the Appointing Authority which took the decision to make the payment.				

AA TABLE (Annex II)

VIII. PAY AND SOCIAL BENEFITS

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
17. Remuneration	62					All grades and functions
18. Bonus to the author of a patented invention	18(3)				All grades and functions	

[1] For missions by Directors-General outside the European Union, the powers are exercised by the relevant Head of Cabinet.

[2] Except decisions on the application of Art 78(5th para), which are incumbent on the Director-General for Human Resources and Security.

[3] Notably decisions on whether the invalidity or death was caused by a sickness or an accident for which cover is suspended or restricted under Art 1 of Ann VIII (Art 32, 100 CEOS).

[4] Decisions on whether death was caused by a sickness or an accident for which cover is suspended or restricted under Ann VIII Art 1 (Art 32, 100 CEOS) are taken by the Director General for Human Resources and Security.

AA TABLE (Annex II)

IX. BODIES PROVIDED FOR IN THE STAFF REGULATIONS.

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
1. Joint Committee:					
- appointment of chair and members	Ann II Art 2			x	
- consultation	9(4)			x	
- convening of meetings	Ann II Art 3			x	
- setting of deadlines	10a			x	
2. Disciplinary Board					
- appointment of chair and alternate	Ann IX Art 6(2)			x	
- appointment of secretary	Ann IX Art 7			x	
- appointment of two members and two alternates	Ann IX Art 6(1) + (4)			x	
- determining the list of further members	Ann IX Art 6(4)(a)			x	
- determining ad hoc procedure for officials posted to a third country	Ann IX Art 5(5)			x [2]	
3. Invalidation Committee					
- appointment of doctor by the institution	Ann II Art 7			x	
- consultation	59(4)			all grades and functions	
4. Reports Committee	Ann II Art 10				
- appointment of members				x	
- consultation [1]				CL/CU - ADM - AST	
5. Staff Regulations Committee					
- appointment of members	10			x	
- consultation	10			x	
- setting of deadlines	10a			x	
6. Common Joint Committee					
- appointment of chair and members	Ann II Art 2			x	
- consultation	9(4)			x	
- convening of meetings	Ann II Art 3a			x	
- setting of deadlines					

AA TABLE (Annex II)

IX. BODIES PROVIDED FOR IN THE STAFF REGULATIONS.

SUBJECT	Article of the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC
7. Staff Committee					
- setting of deadlines	10a			x	
- term of office	Ann II Art 1			x	
8. Agreement with the unions	10c		x		
9. Joint Advisory Committee for professional incompetence					
- appointment of chair	Ann II Art 12(1st para)			x[3]	
- appointment of members	Ann II Art 12(1st para)			x[4]	
- drawing up the list of further members	Ann II Art 12(2nd para)			x[5]	
- agreeing an ad hoc procedure for officials posted outside the EU.	Ann II Art 12(4th para)			x	

[1] For senior officials (DG-DGA-CHC-D-CP), consultation is automatic in the cases specified in the relevant decision.

[2] With the Staff Committee.

[3] The chair is appointed by the Appointing Authority from a list of candidates drawn up in concertation with the Staff Committee.

[4] Prior to appointment by the Appointing Authority, half of the members are designated by the Appointing Authority and half by the Staff Committee .

[5] Two members are appointed by the Appointing Authority and two by the Staff Committee.

AECCE TABLE (Annex II)

X. TEMPORARY STAFF

SUBJECT	Articles of CEOS	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
1. Decision to engage and conclusion of contract and supplementary contract:	2, 8, 10					
- Temporary staff under Art. 2(a) of CEOS		DG-DGA-CHC-D-CP			CL/CU-ADM-AST	
- Temporary staff under Art. 2(d) of CEOS		DG-DGA-CHC-D-CP			CL/CU-ADM-AST	
2. Exemption from the requirement to be a national of a Member State						
- Temporary staff under Art. 2(a) and (d)	12(2)(a)	DG-DGA-CHC-D-CP			CL/CU-ADM-AST	
3. Probationary period	14					
- requirement to serve a probationary period		DG-DGA-CHC-D-CP			CL/CU - ADM - AST	
- extension of probationary period			DG-DGA-CHC-D-CP [3]			
4. Rights and obligations	11	Delegation of powers identical to those in Table V for officials.				
5. Working hours and leave (including notably overtime, shiftwork, standby duty, public holidays, annual, special and sick leave, requirement to take leave, parental and family leave)	16(1st+2nd para)	Delegation of powers identical to those in Tables VII and VIII for officials.				
6. Special working hours	16(1st para)				All grades and functions	
7. Sick leave: right to remuneration	16(3rd+4th para)				All grades and functions	
8. Leave without pay for personal reasons	17	DG-DGA-CHC-D-CP			CL/CU - ADM - AST[1]	
9. Call-up leave	18				All grades and functions	
10. Expatriation allowance and foreign residence allowance, family allowances, recognition of non-marital partnership	20, 21	Delegation of powers identical to those in Tables VII and VIII for officials				
11. Reimbursement of expenses incurred on entering the service, transfer and leaving the service, or in the course of or in connection with duties performed (Articles 5 to 15 of Annex VII to Staff Regs.)	22 - 26	Delegation of powers identical to those in Table VIII for officials.				
12. Transfer of remuneration (Article 17 of Annex VII to Staff Regs.)	27	Delegation of powers identical to those in Table VIII for officials.				
13. Cover for sickness and accidents	28	Delegation of powers identical to those in Table VIII for officials.				
13a. Unemployment allowance	28a					All grades / functions
14. Grants and reimbursements in cases of birth and death	29					All grades / functions
14a. Gifts, loans or advances (Article 76 of Staff Regs.)	30	Delegation of powers identical to those in Table VIII for officials.				
15. Suspension of payments and benefits for death or invalidity	31(2nd para)			All grades and functions		

ECCE TABLE (Annex II)

X. TEMPORARY STAFF

SUBJECT	Articles of CEOS	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
16. Suspension of guaranteed benefits for death or invalidity	32			All grades and functions		
17. Pensions (including notably: severance grant, authentication of pensionable years, transfer of pension rights)	34 - 42, 32	Delegation of powers identical to those in Table VIII for officials				
18. Early retirement without reduction of pension	39		All grades and functions			
19. Recovery of overpayments	45	Delegation of powers identical to those in Table VIII for officials.				
20. Termination of service on invalidity grounds (including invalidity allowance and reinstatement)	33, 32	Delegation of powers identical to those in Tables III, IV and VIII for officials [2]				
21. Termination of contract - Temporary staff under Art. 2(a) and (d) of CEOS	14, 47, 48	DG-DGA-CHC-D-CP		CL/CU-ADM-AST		
22. Discipline	49, 50, 50a	Delegation of powers identical to those in Table VI for officials.				
23. Allowances on termination	14, 47-50					All grades / functions
24. Limitation of severance grant and resettlement allowance	49(2), 50(2)			All grades and functions		
25. Pre-recruitment medical examination (including notably composition of the Medical Committee)	13			All grades and functions		

[1] In the event of employment during unpaid leave, the Appointing Authority must seek the opinion of the Director-General for Human Resources and Security before taking a decision.

[2] Decisions under Article 33(1)(5th subpara) CEOS are taken by the Director-General for Human Resources and Security.

[3] In agreement with the President and with the Member of the Commission responsible for the JRC.

AECCE TABLE (Annex II)

XI. CONTRACT STAFF

SUBJECT	Articles of CEOS	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
1. Decision to engage and conclusion of contract and supplementary contract:	3a, 3b, 82					
- Contract staff, Art. 3a of CEOS					All grades and functions	
- Contract staff, Art. 3b of CEOS						All grades and functions
2. Exemption from the requirement to be a national of a Member State	82(3)(a)				All grades and functions	
3. Exemption from the requirement to produce valid supporting documents	82(4)			All grades and functions		
4. Extension of probationary period	84(2)+(3)				All grades and functions	
5. Rights and obligations	81, 11	Delegation of powers identical to those in Table V for ADM and AST				
6. Classification in the next higher grade	87			All grades and functions		
7. Working hours and leave	91, 16(1st+2nd para)	Delegation of powers identical to those in Tables VII and VIII for ADM and AST				
(including notably overtime - FG I and FG II -, shiftwork, standby duty, public holidays, annual, special and sick leave, requirement to take leave parental and family leave)						
8. Special working hours	91				All grades and functions	
9. Sick leave: right to remuneration	91, 16(3rd+4th para)				All grades and functions	
10. Leave without pay for personal reasons	91, 17				All grades and functions	
11. Call-up leave	91, 18				All grades and functions	
12. Allowances	92, 20, 21	Delegation of powers identical to those in Tables VII and VIII for ADM and AST				
expatriation allowance and foreign residence allowance, family allowances (Articles 67, 68, 69, 70 of the Staff Regs.), recognition of non-marital partnership						
13. Reimbursement of expenses incurred on	92, 22 - 26, 94	Delegation of powers identical to those in Table VIII for ADM and AST				
entering the service, transfer and leaving the service, or in the course of or in connection with duties performed (Articles 5 to 15 of Annex VII to Staff Regs.)						
14. Transfer of remuneration (Article 17 of Annex VII to Staff Regs.)	92, 27	Delegation of powers identical to those in Table VIII for ADM and AST				
15. Cover for sickness and accidents	95, 28	Delegation of powers identical to those in Table VIII for ADM and AST				
15a. Unemployment allowance	96					All grades and functions
16. Grants and reimbursements in cases of birth and death	97					All grades and functions

AECCE TABLE (Annex II)

XI. CONTRACT STAFF

SUBJECT	Articles of CEOS	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director-General JRC	Director PMO
16a. Gifts, loans or advances (Article 76 of Staff Regs.)	98				Delegation of powers identical to those in Table VIII for ADM and AST	
17. Suspension of guaranteed benefits for death or invalidity.	99(2nd para)			All grades and functions		
18. Suspension of guaranteed benefits for death or invalidity	100			All grades and functions		
19. Pensions (including notably: severance grant, authentication of pensionable years, transfer of pension rights)	103 - 112, 100				Delegation of powers identical to those in Table VIII for ADM and AST	
20. Recovery of overpayments	116				Delegation of powers identical to those in Table VIII for ADM and AST	
21. Termination of service on invalidity grounds (including invalidity allowance and reinstatement)	101, 102, 100				Delegation of powers identical to those in Tables III, IV and VIII for ADM and AST [2]	
22. Termination of contract	84(3)+(4), 119, 47, 48				All grades and functions	
23. Discipline	119, 49, 50, 50a				Delegation of powers identical to those in Table VI for ADM and AST [1]	
24. Allowances on termination	84(5), 119, 47(b), 48(b)					All grades and functions
25. Limitation of severance grant and resettlement allowance	119, 49(2), 50(2)			All grades and functions		
26. Pre-recruitment medical examination (including notably composition of the Medical Committee)	83			All grades and functions		

[1] The ad hoc procedure provided for in the second paragraph of Article 119 CEOS is established by the Director-General for HR and Security in common accord with the Staff Committee.

[2] Decisions under Article 101(4) CEOS are taken by the Director-General for Human Resources and Security.