

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

AA/AECCE TABLES for the staff of OLAF

Key

DG OLAF	Director of OLAF
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 OLAF", 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.

The Commission acts as Appointing Authority with respect to the Director of OLAF. Powers can only be exercised by delegation in the specific cases explicitly mentioned in the following tables ("DG OLAF").

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

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 III)

I.A. FILLING VACANT POSTS

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

[1] Simplified procedure.

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

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

[4] 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.

[5] In the case of an official who has acted in accordance with the whistleblowing procedures, the decision on transfer is taken by the Director-General for HR and Security (in agreement with DG OLAF).

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

[7] AST without restriction.

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

[9] For CL/CU 13/14 in agreement with DG HR.

AA TABLE (Annex III)

I.B. COMPETITIONS

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

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

AA TABLE (Annex III)

II. RECRUITMENT

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

AA TABLE (Annex III)

III. CAREER

SUBJECT	Articles in the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF
1. Temporary posting	7(2)			All grades/functions [1]	
2. Promotion					
- deciding the final allocation of promotion points	45(1)				All grades/functions
- drawing up of lists of promoted officials	45(1)				All grades/functions
- determining the consequences of a promotion	Ann XIII Art 7			All grades/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					
- 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					
- determine the number of officials authorised to follow the training course 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	37(1st para)(a); 38				All grades/functions [4][5]
		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 the 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				All grades/functions
- reinstatement.	39(f)	DGA-CHC-D-CP		CL/CU -ADM -AST	
7. Leave on personal grounds:					

AA TABLE (Annex III)

III. CAREER

SUBJECT	Articles in the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF
- granting, extension, [2]	40				All grades/functions
- reinstatement.	40		DGA-CHC-D-CP	CL/CU - ADM - AST	
8. Invalidity					
-reinstatement	Ann VIII Art 14(2nd para)	DGA-CHC-D-CP		CL/CU-ADM-AST	
9. Non-active status.	41		all grades/functions		
10. Leave for military service.	42(1st para)				all grades/functions
11. Classification in a lower function group or grade due to incompetence	51	DGA-CHC-D-CP		CL/CU-ADM-AST [3]	
12. Additional step linked to function	44(2), 46			DG OLAF-D-CU	

[1] After Joint Committee opinion for CU.

[2] Where an outside activity is to be exercised during the period of leave on personal grounds, the Appointing Authority is obliged to seek the opinion of the Director-General for HR and Security.

[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. The joint decision is taken by a majority of these three Directors-General.

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

[5] Where DG HR decides on the secondment of an OLAF official, agreement by DG OLAF is required.

AA TABLE (Annex III)

IV. TERMINATION OF SERVICE

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

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

AA TABLE (Annex III)

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 OLAF
1. - Permission to accept payment	11(2 nd para)				All grades and functions
- Permission to accept a favour or a gift					All grades and functions
- Permission to accept an honour or a decoration					All grades and functions
2. Assessment of personal interest	11a(2)				All grades and functions
3. Permission to engage in an outside activity or carry out an assignment	12b				All grades and functions
4. Assessment of spouse's gainful employment	13			DGA-CHC-D-CP	CL/CU-ADM-AST
5. Assessment of situation of official standing for or elected or appointed to public office	15			DGA-CHC-D-CP-CL/CU-ADM-AST	
6. Prohibition of acceptance of certain appointments and benefits after leaving the service	16			DGA-CHC-D-CP-CL/CU-ADM-AST	
7. Publication of texts / documents	17a(2)	DG OLAF[1]			DGA-CHC-D-CP-CL/CU-ADM-AST
8. Permission to disclose information in legal proceedings	19(1 st para)	DG OLAF[1]			All grades and functions
9. Observation of privileges and immunities	23(2 nd para)				DGA-CHC-D-CP-CL/CU-ADM-AST
10. Special decision to issue laissez-passer	23(3 rd para)			DG OLAF; DGA-CHC-D-CP-CL/CU-ADM-AST	

AA TABLE (Annex III)

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 OLAF
11. Request for assistance	24				All grades and functions
12. Complaints	90(2)				All grades and functions [2]

[1] The Commission delegates this power to the Member of the Commission responsible for OLAF.

[2] If the contested decision was taken (only) by DG HR or by PMO, the Appointing Authority is the Director-General for HR and Security. If 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 Appointing Authority 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 the Appointing Authority. For interinstitutional competitions the Director of EPSO is the Appointing Authority.

AA TABLE (Annex III)

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

SUBJECT	Articles in the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF
1. Opening of an administrative investigation	Ann IX Art 2(1)	DG OLAF		For all other officials (AD 16–AST 1): Director-General of Human Resources and Security in agreement with the Secretary-General	
2. Postponement of hearing in the context of an administrative investigation in cases of absolute secrecy	Ann IX Art 2(1) + 1(2)			For all officials (DG OLAF; AD 16–AST 1): 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 (DG OLAF; AD 16–AST 1)	
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 (DG OLAF; AD 16–AST 1)	
5. Preliminary hearing and initiation of disciplinary proceedings	Ann IX Art 3	DG OLAF	AD 16-AD 14 [1] [2]	AD 14-AST 1	

AA TABLE (Annex III)

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

SUBJECT	Articles in the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF
6. Referring cases to the Disciplinary Board	Ann IX Art 12	DG OLAF	AD 16-AD 14 [2]	AD 14-AST 1	
7. Withdrawing a case from the Disciplinary Board	Ann IX Art 14	DG OLAF	AD 16-AD 14 [2]	AD 14-AST 1	
8. Representation of the Appointing Authority before the Disciplinary Board	Ann IX Art 16(2)	For all officials (DG OLAF; AD 16–AST 1): 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-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).	
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 [4]	

AA TABLE (Annex III)

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

SUBJECT	Articles in the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF
10a. Penalty after referring the case to the 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 (DG OLAF; AD 16-AST 1)	
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 (DG OLAF; AD 16-AST 1)	
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	DG OLAF	AD 16-AD 14 [2] [4]	AD 14-AST 1 [4]	
15. Deletion of reference to disciplinary penalty from personal file	Ann IX Art 27	AD 16-AD 14 [2]		AD 14-AST 1	

AA TABLE (Annex III)

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

SUBJECT	Articles in the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF
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 may subdelegate the power to carry out a preliminary hearing or designate a person to carry out the hearing in his or her place.

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

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

[4] In agreement with the Director of OLAF.

[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 III)

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 OLAF	PMO Director
1. Recognition of non-marital partnership	Art 1d(1)(2 nd subpara) + Ann VII Art 1(2)(c)					all officials
2. Parental leave	42a			DGA-CHC-D-CP	CL/CU-ADM-AST	
3. Family leave	42b			DGA-CHC-D-CP	CL/CU-ADM-AST	
4. Normal working week	55(2 nd para)	All grades and functions				
5. Special working hours	55(2 nd 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		DGA-CHC	D-CP	CL/CU-ADM-AST	
8. Job-sharing	55b	DGA-CHC-D-CP			CL/CU-ADM-AST	
9. Authorisation of night work and work on Sundays and public holidays	56(1 st para)				All grades and functions	
10. Shiftwork: Decision to set up shiftwork	56a				All grades and functions [2]	
11. Annual leave [5]	57(1st para), 60 (1st para), Ann V (Art 1-5, 7)				All grades and functions	

AA TABLE (Annex III)

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 OLAF	PMO Director
12. Special leave	57(2 nd para) + 58 + Ann V(Art. 6-7)					
- individual cases		[4]			All grades and functions	
- collective cases [6]		[4]		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, DG OLAF [3]		
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; DG OLAF		
16. Measures in cases of unauthorised absence	60(1 st para)				All grades and functions	
17. Permission to spend sick leave elsewhere than the place of employment	60(2 nd para)	[4]			All grades and functions	

[1] Introduction of a systematic standby service requires the agreement of the Director-General for HR and Security.

[2] Introduction of a systematic shiftwork system requires the agreement of the Director-General for HR and Security.

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

[4] The Commission delegates this power to the Member of the Commission responsible for OLAF.

[5] 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).

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

AA TABLE (Annex III)

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 OLAF	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 [1]	
- Decision determining the individual payment						All grades and functions
5. Family allowances	67, 68, Ann VII (Art 1 - 3), Ann XIII (Art 14 - 16)					All grades and functions, DG OLAF
6. Allowances and reimbursement of expenses						

AA TABLE (Annex III)

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 OLAF	Director PMO
- expatriation allowance	69 + Ann VII Art 4					All grades and functions; DG OLAF
- installation/resettlement allowance/travel expenses/removal expenses; daily subsistence allowance	71 + Ann VII (Art 5-7, 9-10)					All grades and functions; DG OLAF
- annual travel costs	71 + Ann VII Art 8					All grades and functions; DG OLAF
- mission expenses [2]	71 + Ann VII Art 11-13				All grades and functions	
- entertainment expenses, accommodation costs	71 + Ann VII Art 14				All grades and functions	
- fixed travel allowance	71 + Ann VII Art 15(1)			DG OLAF-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; DG OLAF
7. Transfer of remuneration	Ann VII Art 17					All grades and functions; DG OLAF
8. Allowance for non-active status	41(3) + Ann IV					All grades and functions; DG OLAF
9. Allowance for retirement in the interests of the service	50 + Ann IV					All grades and functions; DG OLAF
10. Allowance for termination of service						
- incompetence	51(6)+(7)					All grades and functions; DG OLAF

AA TABLE (Annex III)

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 OLAF	Director PMO
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.
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 and functions; DG OLAF
13. Gifts and loans for welfare purposes						
- for the staff	76			All grades and functions; DG OLAF		
- to the surviving spouse	76a			All grades and functions; DG OLAF		
14. Advances on salary	76					All grades and functions; DG OLAF
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; DG OLAF
- compulsory resignation	41(4)					All grades and functions; DG OLAF
- leave on personal grounds	40(3)					All grades and functions; DG OLAF
- retirement in the interests of the service	50					All grades and functions; DG OLAF
- parental leave	42a					All grades and functions; DG OLAF

AA TABLE (Annex III)

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 OLAF	Director PMO
- invalidity: prerequisites of the allowance in principle [4]	53, 78, Ann VIII Art 1 + 13(1)			All grades and functions; DG OLAF		
- death (three months' remuneration)	70					All grades and functions; DG OLAF
- transfers	Ann VIII Art 11					All grades and functions; DG OLAF
- amount of retirement pension	77					All grades and functions; DG OLAF
- amount of invalidity allowance [3]	78					All grades and functions; DG OLAF
- amount of survivor's pension [5]	79-81a					All grades and functions; DG OLAF
16. Recovery of undue payment	85	This decision is taken by the AA which took the decision to make the payment.				
17. Remuneration	62					All grades and functions; DG OLAF
18. Bonus to the author of a patented invention	18(3)				All grades and functions; DG OLAF	

[1] In agreement with the Director-General of JRC.

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

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

[4] 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).

[5] 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 III)

IX. BODIES PROVIDED FOR IN THE STAFF REGULATIONS

SUBJECT	Article in the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF
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 / functions; DG OLAF	
4. Reports Committee					
- appointment of members	Ann II Art 10			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 III)

IX. BODIES PROVIDED FOR IN THE STAFF REGULATIONS

SUBJECT	Article in the Staff Regulations	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF
7. Staff Committee					
- setting of deadlines	10a			x	
- term of office	Ann II Art 1			x	
8. Agreement with the unions	10b		x		
9. Joint Advisory Committee for professional incompetence					
- appointment of chairman	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 III)

X. TEMPORARY STAFF

SUBJECT	Articles in CEOS	Commission	Commissioner responsible for human resources	Director-General for Human Resources and Security	Director OLAF	Director PMO
1. Decision to engage and conclusion of contract and supplementary contract:	2, 8, 10					
- temporary staff under Art.2(a) of CEOS					All grades and functions	
- temporary staff under Art. 2(b) of CEOS					All grades and functions	
2. Exemption from the requirement to be a national of a Member State						
- All temporary staff except those under Article 2(c)	12(2)(a)	DGA-CHC-D-CP	CL/CU	ADM - AST		
3. Requirement to serve a probationary period, extension of probationary period	14				All grades and functions	
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. Sick leave: right to remuneration	16(3rd+4th para)				All grades/functions	
7. Leave without pay for personal reasons	17				All grades and functions [1]	
8. Call-up leave	18				All grades/functions	
9. 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				
10. 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				
11. Transfer of remuneration (Article 17 of Annex VII to Staff Regs.)	27	Delegation of powers identical to those in Table VIII for officials				
12. Cover for sickness and accidents	28	Delegation of powers identical to those in Table VIII for officials				
12a. Unemployment allowance	28a					All grades/functions; DG OLAF
13. Grants and reimbursements in cases of birth and death	29					All grades/functions; DG OLAF
13a. Gifts, loans or advances (Article 76 of Staff Regs.)	30	Delegation of powers identical to those in Table VIII for officials				

AECCE TABLE (Annex III)

X. TEMPORARY STAFF

SUBJECT	Articles in CEOS	Commission	Commissioner responsible for human resources	Director-General for Human Resources and Security	Director OLAF	Director PMO
14. Suspension of payments and benefits for death or invalidity.	31(2nd para)			All grades and functions		
15. Suspension of guaranteed benefits for death or invalidity	32			All grades and functions		
16. 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				
16a. Early retirement without reduction of pension	39		All grades and functions			
17. Recovery of overpayments	45	Delegation of powers identical to those in Table VIII for officials				
18. 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]				
19. Termination of contract						
- Temporary staff under Art 2(a), (b) of CEOS	14, 47, 48				All grades/functions	
20. Discipline	49, 50	Delegation of powers identical to those in Table VI for officials				
21. Allowances on termination	14, 47-50					All grades/functions
22. Limitation of severance grant and resettlement allowance	49(2), 50(2)				All grades/functions	
23. Pre-recruitment medical examination (including notably composition of the Medical Committee)	13			All grades/functions		

[1] In the event of employment during unpaid leave, the AA must seek the opinion of the Director-General for HR 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

AECCE TABLE (Annex III)

XI. CONTRACT STAFF

SUBJECT	Articles in CEOS	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF	PMO Director
1. Decision to engage and conclusion of contract and supplementary contract:	3a, 3b, 82					
- Contract staff, Art. 3a of CEOS - Contract staff, Art. 3b of CEOS					All grades/functions All grades/functions	
2. Exemption from the requirement to be a national of a Member State	82(3)(a)			All grades/functions		
3. Exemption from the requirement to produce valid supporting documents	82(4)			All grades/functions		
4. Extension of probationary period	84(2)+(3)				All grades/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 highest grade	87			All grades/functions		
7. Working hours and leave (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)	91, 16(1st+2nd para)	Delegation of powers identical to those in Tables VII and VIII for ADM and AST				
8. Sick leave: right to remuneration	91 16(3rd+4th para)				All grades/functions	
9. Leave without pay for personal reasons	91, 17				All grades/functions	
10. Call-up leave	91, 18				All grades/functions	
11. Allowances expatriation allowance and foreign residence allowance, family allowances (Articles 67, 68, 69, 70 of the Staff Regs.), recognition of non-marital partnership	92, 20, 21	Delegation of powers identical to those in Tables VII and VIII for ADM and AST				
12. Reimbursement of expenses incurred on entering the service, transfer and leaving the service, or in the course or in connection with duties performed (Articles 5 to 15 of Annex VII to Staff Regs.)	92, 22, 26, 94	Delegation of powers identical to those in Table VIII for ADM and AST				
13. 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				
14. Cover for sickness and accidents	95, 28	Delegation of powers identical to those in Table VIII for ADM and AST				
14a. Unemployment allowance	96					All grades/functions

AECCE TABLE (Annex III)

XI. CONTRACT STAFF

SUBJECT	Articles in CEOS	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF	PMO Director
15. Grants and reimbursements in cases of birth and death	97					All grades / functions
15a. Gifts, loans or advances (Article 76 of Staff Regs.)	98	Delegation of powers identical to those in Table VIII for ADM and AST				
16. Suspension of payments and benefits for death or invalidity	99(2nd para)			All grades / functions		
17. Suspension of guaranteed benefits for death or invalidity	100			All grades / functions		
18. 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				
19. Recovery of overpayments	116	Delegation of powers identical to those in Table VIII for ADM and AST				
20. 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]				
21. Termination of contract	84(3)+(4), 119, 47, 48				All grades/functions	
22. Discipline	119, 49, 50, 50a	Delegation of powers identical to those in Table VI for ADM and AST [1]				
23. Allowances on termination	84(5), 119, 47(b), 48(b)					All grades/functions
24. Limitation of severance grant and resettlement allowance	119, 49(2), 50(2)				All grades/functions	
25. Pre-recruitment medical examination (including notably composition of the Medical Committee)	83			All grades/functions		

[1] The ad hoc procedure provided for in the second paragraph of Article 119 of the 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.

AECCE TABLE (Annex III)

XII. SPECIAL ADVISERS

SUBJECT	Articles in CEOS	Commission	Member of the Commission responsible for human resources	Director-General for Human Resources and Security	Director OLAF
1. Decision to engage and conclusion of contract and supplementary contracts	5, 123				
- under specific decisions in the context of external policy		All grades [1]			
- other			All grades		
2. Exemption from the requirement to be a national of a Member State	123			All grades	
3. Rights and obligations (Art. 11-25 of the Staff Regulations).	124	This power is exercised by the appropriate Appointing Authority for officials.			

[1] The Commissioner responsible for external relations by delegation of powers.