



EUROPEAN COMMISSION

Service for Foreign Policy Instruments

EU Foreign Policy Regulatory Instruments & Election Observation (FPI5)
Head of Unit

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FPI5/GT/NG (2016)

NOTE TO MEMBER STATES

CALL FOR CANDIDATURES FOR LONG-TERM AND SHORT-TERM OBSERVERS FOR AN ELECTION OBSERVATION MISSION (EU EOM) TO ZAMBIA GENERAL ELECTIONS– (TENTATIVELY SCHEDULED ON 11 AUGUST 2016)

Following the decision of the High Representative/Vice President of Commission to deploy a European Union Election Observation Mission (EU EOM) to Zambia, and without pre-judging the final format and calendar of the mission, the European Commission wishes to initiate the selection procedure for Long-Term and Short-Term Observers for the EOM to observe the country's upcoming General Elections tentatively scheduled to take place on 11 August 2016.

1. MAXIMUM 24 LTOs (LONG-TERM OBSERVERS). INDICATIVE AVAILABILITY DATES:

- The pre-deployment training for LTOs is tentatively scheduled in Lusaka on 11 to 13 July 2016.
- Tentative **deployment dates** are **10 July to 10 September 2016**, subject to changes in the electoral calendar.

2. MAXIMUM 54 STOs (SHORT-TERM OBSERVERS) + AN ADDITIONAL MAXIMUM OF 2 STO POSITIONS RESERVED FOR POTENTIAL APPLICATIONS OF FOCAL POINTS. INDICATIVE AVAILABILITY DATES:

- The pre-deployment training for STOs is tentatively scheduled in Lusaka on 6-7 August 2016.
- Tentative **deployment dates** are 05 to 17 August and 27 August to 06 September 2016, subject to changes in the electoral calendar.
- 2 additional STO positions will be reserved for **Focal Points** wishing to participate in this EOM. These two potential positions will be included on top of the maximum number of STOs since the two procedures are separate.

Further information on the exact dates of the training session as well as final decision on the exact dates of deployment will be communicated to selected observers at a later stage.

In order to ensure the recruitment of observers, the European Commission invites Member States to submit candidates' names via the ROSTER at the latest **by Friday 3 June (midnight Brussels time)**.

- **Up to 3** candidates for the position of Long-Term Observers (LTOs)

- **Up to 4** candidates for the position of Short-Term Observers (STOs)

Language: All observers **must be fluent in English** (reporting language). Member States should ensure a fair balance among the gender, professional and linguistic background of shortlisted candidates.

Any applicant evaluated as 'not recommended for future missions' will not be taken into account by the selection committee for 5 years counted from the 'election date' of the mission in the roster for which the person was negatively evaluated.

3. CANDIDATE PROFILE

Applicants' references and professional experience might be checked and language knowledge tested through phone interviews by European Commission officials during the selection process.

1. Language proficiency: very good written and spoken proficiency in English (C1 level)¹ is a must.
2. Previous experience in Zambia and/or in the region is an asset.
3. Previous electoral observation experience and/or other relevant experience including electoral training, technical assistance or experience in the region in relevant fields:
 - LTOs: minimum one (1) observation mission as an observer or Core Team member (this may include EOMs organised by other organisations) or relevant electoral training (preferably by EODS/NEEDS).
 - STOs: minimum one (1) observation mission as an observer or Core Team member (this may include EOMs organised by other organisations) or relevant electoral training (preferably by EODS/NEEDS) or relevant previous work experience.

A limited number of STO positions will be reserved for newcomers with relevant skills. Member States are invited to propose one STO without experience.

4. Previous experience of work as a civilian in a large scale international mission or in a human rights monitoring mission is an asset.
5. Demonstrated commitment to democracy and human rights.
6. Computer and IT (Microsoft Office Word, Excel, Access, Acrobat writer, Outlook) and internet browser and web mail software. Familiarity with use of Satellite phones, GPS.
7. Excellent physical conditions and good health, which can afford long working hours and potential demanding physical efforts. Candidates should consult their government's health advisories.
8. Living conditions: observers should be willing to accept difficult living conditions when deployed in some duty stations in Zambia.
9. Full flexibility is required from the candidates in terms of mission timetable in case of changes and delays.

4. SELECTION OF SUCCESSFUL CANDIDATES AND INFORMATION TO BE PROVIDED TO SHORTLISTED OBSERVERS

1. The Commission will proceed with the selection of observers in the framework of the criteria outlined in the European Union Council Decision “**EU Guides for the Selection of the electoral observers**” **Council Decision 8728/99 - PESC 165 - COHOM 4** and will inform the Member States of the final list of selected observers.

<u>Tentative date</u> by which the Commission plans to inform MS and selected/non-selected LTO	<u>9 June 2016</u>
<u>Tentative date</u> by which the Commission plans to inform MS and selected/non-selected STO	<u>9 June 2016</u>

10. Previous evaluations during EU EOMs and EODS/NEEDS training sessions will also be taken into account.
11. The Commission will use for the Mission the data already existing in the ROSTER system: http://eeas.europa.eu/eucom/become-an-observer/election-roster/index_en.htm.

¹ C1 according to the Council of Europe languages levels available at <https://ec.europa.eu/eusurvey/files/8a87d2f5-aba8-4272-b8f1-4922fe12c425>

Applications sent by email will not be taken into account.

5. THE COMMISSION INVITES THE MEMBER STATES:

- to only propose candidates certifying their full availability for the entire period of the mission.
- to ensure an appropriate balance between the observers' past professional experiences (various types of public or civilian background);
- to remind pre-selected observers to update their personal data in the ROSTER before the submission of their candidatures. For the entire selection process and the preparations for fielding, the Commission will only take into consideration the data entered in the CV in the Roster (departure airport, passport data, e-mail addresses, telephone numbers, etc.). Should a CV not include all the required information, the applicant will be rejected. Further communication by the candidate (for example concerning new departure airport, changed e-mail, etc.) shall not be taken into consideration.
- to rank in each category all shortlisted observers by order of suggested preference;
- to inform the observers of the information and Terms of Reference detailed in the annex to the present Note (in particular regarding deployment dates, per diem and compensatory allowance, if applicable);
- to inform the observers that proficiency in English may be tested through phone interviews by European Commission officials during the selection process.
- to inform the observers to follow respectfully and at any time during their assignment as observers the EU Code of Conduct for Election Observers as well as the European Commission and EU EOM Core Team and Service Provider instructions, particularly security and safety instructions, upon deployment and throughout the mission.

Failure to follow the Code of Conduct (attached) and instructions may result in an anticipated termination of the observer's assignment, immediate repatriation to the place of residence and non-recommendation for future EU EOMs

- to inform observers of the security instructions and health precautions and requirements as published on the websites of their respective Ministries and Embassies. More information on health precautions and requirements will be communicated by the Service Provider to selected candidates at a later stage.

Georgios Tsitsopoulos
Head of Unit - FPI 5
[signed]

Annex: Observers' recruitment information and Terms of Reference.

Cc: Mr Margue, Mr Gomez, Ms Bax (FPI)

Mr Giaufret, Ms Borissova, Mr Khol (EEAS)