



## EUROPEAN COMMISSION

Service for Foreign Policy Instruments

Public Diplomacy and Election Observation (FPI4)  
Deputy Head of Unit

Brussels, 10 March 2014

FPI/GT/PB (2014)

### NOTE TO MEMBER STATES

#### CALL FOR CANDIDATURES FOR LONG TERM AND SHORT TERM OBSERVERS FOR AN ELECTION OBSERVATION MISSION (EU EOM) TO MALAWI TRIPARTITE ELECTIONS – 20 MAY 2014

The European Commission wishes to initiate the selection procedure for the Observers for the EU Election Observation Mission (EUEOM) to Malawi to observe the Tripartite Elections of 20 May 2014.

The European Commission wishes to begin the procedures for the recruitment of:

**1. MAX. 28 LTOS (LONG TERM OBSERVERS). INDICATIVE AVAILABILITY DATES:**

- Tentative **deployment dates in country: from 22 April 2014 to 1 June 2014.**
- The pre-deployment training and Core Team briefing for LTOS is tentatively scheduled in Blantyre on 24-26 April 2014.

**2. MAX. 40 STOS (SHORT TERM OBSERVERS). INDICATIVE AVAILABILITY DATES:**

- Tentative **deployment dates in country: from 13 May 2014 to 27 May 2014**
- The pre-deployment training and Core Team briefing for STOS is tentatively scheduled in Blantyre on 15-16 May 2014.

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 Tuesday 25 March 2014 (midnight Brussels time).**

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

### 3. CANDIDATE PROFILE

**Applicants' references and professional experience might be checked and language proficiency in English 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)<sup>1</sup> is a must.
2. Previous electoral observation experience and/or other relevant experience including electoral training, technical assistance or experience in the region in relevant fields:
  - LTOs: minimum two (2) observation mission as an observer or Core Team member (this may include EOMs organised by other organisations).
  - 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 NEEDS or EODS) or relevant previous work experience.
3. Previous experience of work as a civilian in a large scale international mission or in a human rights monitoring mission is an asset.
4. Previous experience in Malawi and/or in the region 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, BGAN.
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 harsh living conditions when deployed in some duty stations in Malawi.
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 <b>LTO</b>	<b><u>2 April 2014</u></b>
<u>Tentative date</u> by which the Commission plans to inform MS and selected/non-selected <b>STO</b>	<b><u>2 April 2014</u></b>

2. Previous evaluations during EU EOMs and NEEDS/EODS training sessions will also be taken into account.

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<sup>1</sup> C1 according to the Council of Europe languages levels available at [http://www.coe.int/t/dg4/portfolio/?m=/main\\_pages/levels.html](http://www.coe.int/t/dg4/portfolio/?m=/main_pages/levels.html)

3. 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](http://eeas.europa.eu/eucom/become-an-observer/election-roster/index_en.htm). **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.

**G. TSITSOPOULOS**  
Deputy Head of Unit - FPI 4

Annex: Observers' recruitment information and Terms of Reference

Cc: Mr Margue, Mr Nette, Mr Bartholmé, Ms Pinheiro (FPI)  
Mr Giaufret, Mr Rizzi, Ms Skowron (EEAS)