



**Union Syndicale  
Fédérale  
Luxembourg**

## **2016 promotions: what to do if ever ...?**

The 2016 "promotion exercise" has been launched. Faithful to its mission, the USF-L would like to **inform you about what is to be done**.

No system is perfect; the current one is even further from perfection than the previous ones. All the Trade Unions were opposed to this system, but the Commission, faithful to its principles of "dialogue", imposed it.

These are the main stages from April to November 2016 and **what would be advisable to do**:

- The DGs receive their "share of the cake" called "quota by grade". Admittedly cascades towards other grades are possible but their number is strictly limited and supervised.
- Then an internal negotiation is currently taking place with the DGs to decide on the "happy few" who will be on a first list of proposals. In order to manage their choice, the DGs should carry out a comparison of the merits (your evaluation) by taking into account the level of responsibilities and your use of languages.
- The DG will then meet a delegation from the staff representatives, named by the Central Staff Committee, in order to hold a discussion and a "fine-tuning" to take into account the remarks from your representatives. **If you think you deserve to be proposed for a promotion, contact the representatives in your DG: to get it, contact us ([REP-PERS-OSP-USF-LUXEMBOURG@ec.europa.eu](mailto:REP-PERS-OSP-USF-LUXEMBOURG@ec.europa.eu)).**
- The list of people proposed for promotion will be available on 20 June in Sysper and will be accessible via your promotion file.
- If you are on this list: WELL DONE!
- But, if you do not appear on it, all hope is not lost: you have 5 working days (excluding justified absences) to appeal. **Here again, contact us for helping you in drafting your appeal as it must be duly justified. The Promotion Committees have a quota of 5% at their disposal for such cases.**
- The appeals will be analysed in September for a decision from the Promotion Committee in October and publication of all those promoted in November.

Your appeal must be factual, concise, be based on your merits as appears in your auto—evaluation and your evaluation, your level of responsibilities, the use of languages, and any exceptional work completed during the year.

See the following link for the 2015 conclusions: [http://usf-luxembourg.eu/Docs/tracts/Promotions%20commission\\_words\\_words\\_words.pdf](http://usf-luxembourg.eu/Docs/tracts/Promotions%20commission_words_words_words.pdf)

**More information?** Contact us: [REP-PERS-OSP-USF-LUXEMBOURG@ec.europa.eu](mailto:REP-PERS-OSP-USF-LUXEMBOURG@ec.europa.eu)



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