



EASA MB 02/2008

MB Decision 09-2008 Annex 2 –
Opinion of the Commission on the SPP
11 June 2008

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Cologne, 11 June 2008

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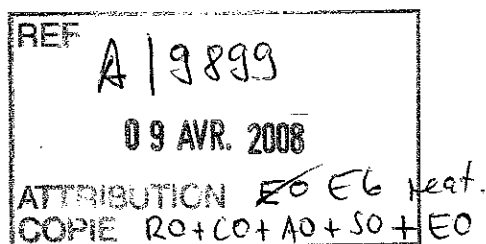
Opinion of the Commission on the Staff Policy Plan



EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR ENERGY AND TRANSPORT

Director-General

- 3 AVR. 2008



Brussels,
TREN F 3/AZ/ vp D(2008) 407205

Mr. P. GOUDOU
Executive Director of EASA
Ottoplatz, 1
D - 50679 Köln

Subject: EASA Multi-annual Staff Policy Plan 2009-2011

Dear Mr. Goudou,

The Commission services have analysed in detail the EASA's Multi-annual Staff Policy Plan 2009-2011 which you transmitted on 15 February 2008. This reply provides the consolidated opinion of the Commission services on such a document. I invite you to take the Commission services' comments into account and amend the EASA's Multi-annual Staff Policy Plan 2009-2011 accordingly.

1. COMPLIANCE WITH THE GUIDELINES ON STAFF POLICY IN REGULATORY AGENCIES (C(2005) 5304 OF 16 DECEMBER 2005)

The Commission services note positively that the EASA's Staff Policy Plan for 2009-2011 provides information concerning the staff policy based on the Agency's own tasks and requirements and concerning the work and staffing evolution over the next three years as recommended in the Guidelines on Staff Policy in Regulatory Agencies (C(2005) 5304 of 16 December 2005). The Agency follows the model developed with DG ADMIN in 2006 as well as the updated model as agreed on during the agencies' Heads of Administration meeting of 10 October 2007.

The various parameters that must be taken into account are incorporated, with a few exceptions. Therefore, the Staff Policy Plan should be supplemented in order to justify the requested draft establishment plan for 2009.

2. THE STAFF INCREASE

The Staff Policy Plan you have submitted refers to staff increases determined by the first extension of EASA tasks (which will enter force in the coming weeks) as well as by the future extension of the Agency's activities to aerodromes and air traffic management/air navigation services. In spite of the fact that the Commission has announced its intention to put forward a proposal for this second extension of the

EASA tasks in its Work Programme for 2008, at this stage such a proposal has not been adopted by the Commission yet. The Commission cannot adopt its proposal without the Agency's Opinion on this matter, still pending at this date. **It is for this reason that the increases in staff linked to the extension of the Agency's tasks to aerodromes and ATM/ATS should be clearly signalled as indicative only.** The appropriate staff increases will have to be determined only after the adoption by the Commission of its proposal and corresponding Financial Statement.

In general terms, **the Agency will have to proceed with recruitments on the basis of the resources really available.** It is worth mentioning that the planned investments, mainly in IT, should produce the expected increase in the Agency's efficiency and therefore, in turn, a significant reduction of costs. This might allow the Agency to increase its recruitment rate.

3. THE GRADES

As regards grades for new posts indicated in annex I, it is observed that EASA plans to recruit administrators mainly at grade AD 9 or higher. Precisely it is 31 out of 50 posts in 2009, 13 out of 30 in 2010 and 21 out of 40 in 2011. This means that the 20% limit of the AD recruitments in grades range AD 9-12 will be exceeded in these three years. Therefore, **EASA is reminded to ensure that 20% over a rolling period of 5 years as agreed with agencies, is respected. The Staff Policy Plan should include an explanation on how the Agency plans to achieve this goal.** In this context, it is important to underline that **recruiting staff in the lower range of grades** leaves more margin for promotion of the Agency' staff. Linked to this aspect, EASA could envisage recruiting staff in lower grades for turnovers.

In the diagram under point 1.5.2 EASA shows the link between recruitment grades and tasks. It foresees a range of grades AD14-16 for directors. However, DG ADMIN recalls that the post of an executive director corresponds to the post of a director as indicated in Annex I A of the Staff Regulations, of which the basic grade is AD 14. Therefore **grade AD 16 should not be foreseen in this point.**

4. OTHER COMMENTS

- 4.1. On page 4, the last paragraph of chapter 1.1 should be deleted, with the exception of the first sentence, to read:

This Staff Policy Plan has been prepared on the basis of expected Community Contribution revenue of 33.2 million, as identified in the Agency Business Plan.

- 4.2. The figures illustrated in table 1.3 show a vacancy rate of 28.7% of the establishment plan by the end of 2007. The Agency should ensure that created posts are filled. Otherwise it is necessary to modify the establishment plan for future years in line with posts occupied in real terms.
- 4.3. In a footnote to this table, EASA mentions that 28 recruits have been offered an employment contract and are confirmed to enter into service in early 2008 hypothetically increasing the total number of posts filled to 361. However, we

observe that it is contradictory to a footnote to a table under point 1.5.1, which says that 28 persons have received offers but not accepted them yet. Therefore, these footnotes must be revised.

- 4.4. The SPP's template foresees that a table illustrating the break down of contract agents is inserted in point 1.5.2. The Staff Policy Plan should therefore be supplemented with such a table in order to better illustrate the number of contract agents.
- 4.5. Under point 1.5.3 EASA informs of implementing in 2007 the rules concerning temporary agents, the appraisal procedure (art. 43 SR) as well as the reclassification procedures for temporary agents and contract agents. The Commission services assume that as they are implemented by anticipation they are based on the model decision elaborated mutually between the Commission and agencies. We note positively that drafts of these rules were sent to the Commission for agreement pursuant to article 110 of the Staff Regulations.
- 4.6. As far as recruitment policy is concerned, the Staff Policy Plan under point 1.5.2 does not specify the use of written tests as recommended in the Guidelines on Staff Policy. The Staff Policy Plan should provide more information in this respect.
- 4.7. EASA's expected workload is detailed under point 2.3.1. Its consequences on staff are illustrated in table under point 2.3.7, whilst new posts are justified in points 2.3.2 to 2.3.6. However, for 2009, there is an inconsistency in the number of AD posts between point 2.3.7 and points 2.3.2 to 2.3.6. The latter mention 65 posts, while the table under 2.3.7 mentions 66. The table for 2009 in Annex I foresees 2 AD 12 to be created in 2009, while the breakdown of new posts under 2.3.2 to 2.3.6 indicates only 1 AD 12. Therefore, this data must be revised.
- 4.8. As regards the reclassification exercises foreseen for the coming years the Commission services ask that tables in annex I explicitly indicate how many posts at particular grade are going to be reclassified to higher ones.
- 4.9. As regards schooling, this subject has been entirely omitted in the Staff Policy Plan, although it is enclosed in the template. The Commission services recall that the Guidelines on Staff Policy introduce recommendable solutions in this respect. Therefore the Staff Policy Plan should be supplemented with a section dedicated to schooling. Furthermore, it is recalled that EASA mentioned during the annual meeting with the COCOBU *rapporteur* that this subject was going to be of a high priority in 2008. Therefore, the Agency should thoroughly present its plans and achievements in this domain.


/s/ Matthias RUETE