



Broj:15-31-33-1-8500-1/25
Sarajevo, 14.3.2025. godine

AGENCIJA ZA DRŽAVNU SLUŽBU BIH
SARAJEVO

E-mail: obuka@ads.gov.ba
zdravko.kujundzija@ads.gov.ba

Predmet: „National Experts in Professional Training (NEPT) Programme“,
informacija, dostavlja se,-

Ministarstvo inostranih poslova BiH je putem Misije Bosne i Hercegovine pri EU u Briselu informisano o održavanju ovogodišnjeg programa „National Experts in Professional Training (NEPT) Programme“, koji počinje u oktobru 2025. godine i održat će se u Evropskoj komisiji i Evropskoj službi za vanjsko djelovanje (EEAS).

Komisija dva puta godišnje organizuje stručno usavršavanje nacionalnih eksperata. Ova obuka nudi jedinstvenu priliku za sticanje praktičnog iskustva i razumijevanje radnih metoda i politika Komisije, kao i svakodnevni rad u odjelu Komisije u multikulturalnom, višejezičnom okruženju.

Da bi ispunili uslove, kandidati moraju biti zaposleni kao službenici ili ugovorni članovi javne uprave, kao i temeljno poznavati jedan od jezika EU, neophodnih za obavljanje dužnosti.


Tokom punog trajanja stručnog osposobljavanja, poslodavac učesnika programa mora nastaviti isplaćivati plaću, i mora osigurati da ostane u sistemu socijalnog osiguranja i penzionih prava.

Sve specifične informacije u vezi programa, obrazloženje, obrasce za prijavu za kandidate, kao i detalje kompletnog procesa vam prosljeđujemo u prilogu ovog akta.

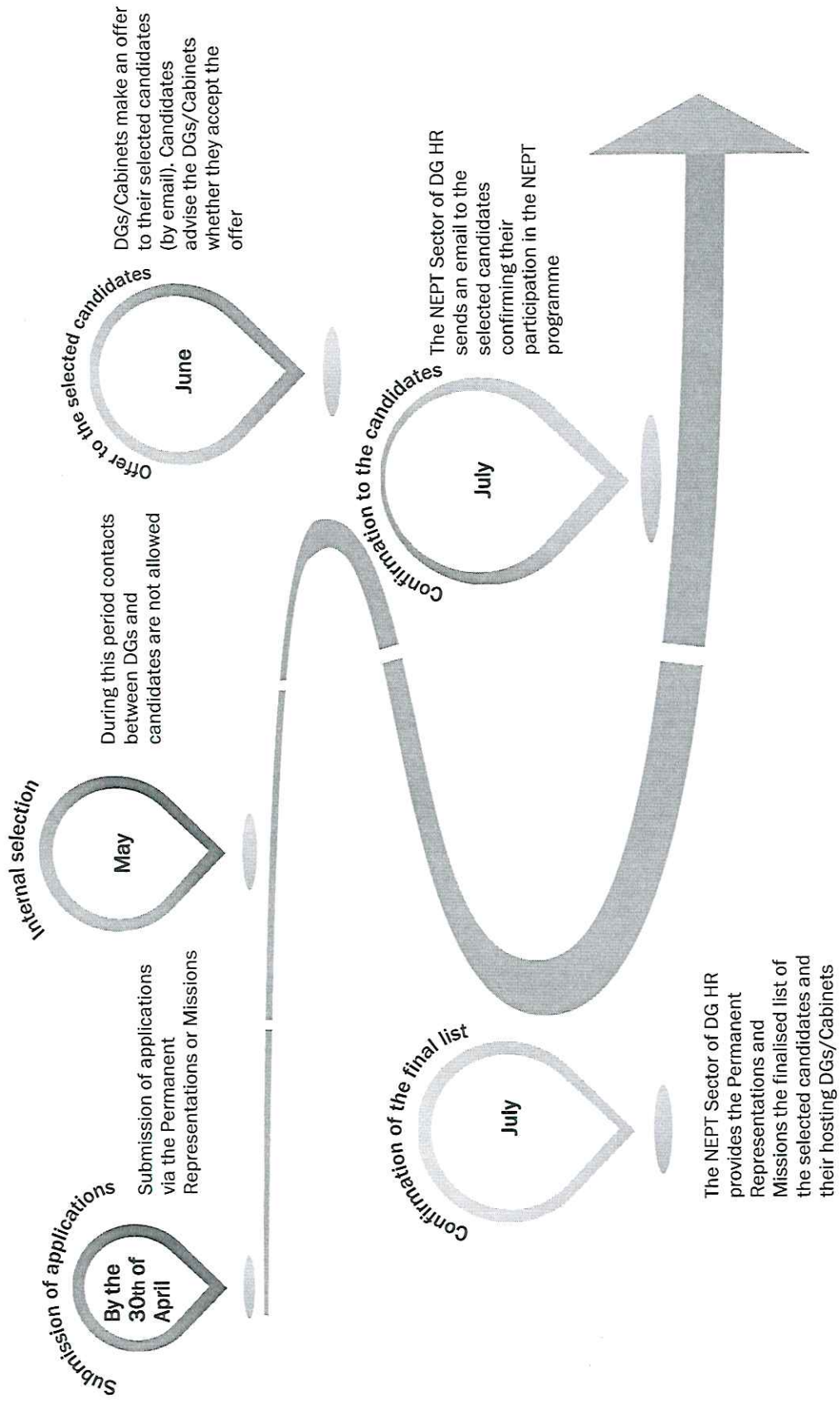
Molimo da isti objavite na TMS-u.

Sve prijave, u skladu sa zahtjevima organizatora navedenim u prilogu, je potrebno slati Ministarstvu inostranih poslova (Ured za diplomatsku obuku), najkasnije do petka 11 aprila 2025. godine.

S poštovanjem,


PO MINISTRA
Edin Dilberović

Prilog: kao u tekstu



NEPT applications - Exercise October 2025

Please select only DGs listed (NO AGENCIES)

[illegible]



EUROPEAN COMMISSION
DIRECTORATE-GENERAL
HUMAN RESOURCES AND SECURITY
Traineeships, Recruitment & Mobility
Competitions, Selections & Secondments

**NATIONAL EXPERTS IN PROFESSIONAL TRAINING PROGRAMME
APPLICATION FORM**

Please use CAPITAL LETTERS and LATIN CHARACTERS
when filling in parts 1 and 2 of this form.

(1) Applicant's personal data

Family name / Surname: Click or tap here to enter text.

First name: Click or tap here to enter text.

Date of birth: Click or tap to enter a date. City of birth: Click or tap here to enter text.

Current nationality: Click or tap here to enter text.

Gender: ☐ Male ☐ Female

Language for correspondence: ☐ EN ☐ FR

Professional email: Click or tap here to enter text. Personal email: Click or tap here to enter text.

Telephone: Click or tap here to enter text.

(2) Administration of origin (Your current employer)

Name of your Administration: Click or tap here to enter text.

Street / number: Click or tap here to enter text.

Postcode / Town: Click or tap here to enter text.

Country: Click or tap here to enter text.

(3) Requested start date and duration of the professional training

Start date: ☐ 1 October or ☐ 16 October (*select only one*)

Duration: ☐ 3 months

Candidates from non-EU countries should preferably apply for a 3-months-duration, unless your country has signed a bilateral agreement with the Commission, such as EFTA countries or Turkey.

(4) Preferences of Directorate-General (DG) or Cabinet

- Please indicate, **in order of preference**, maximum **three** Directorates-General or Cabinets that interest you most and give a detailed motivation. (You can consult the list of DGs on https://ec.europa.eu/commission/index_en).
- If you come have the nationality of a non-EU country, you cannot apply for a professional training in DG Neighbourhood and Enlargement Negotiations (DG NEAR), DG Justice (DG JUST) or DG Home Affairs (DG HOME), unless your country has signed a bilateral agreement with the Commission, as is the case for EFTA countries and Turkey.
- You cannot change your preferences once your application has been submitted.
- There is no absolute guarantee of being selected by one of these DGs.
- If you or your employer do not agree with the final assignment, you may withdraw your application for the current exercise. You can always apply during a following exercise.

1st choice: Directorate-General or Cabinet: Click or tap here to enter text.

Motivation:

Click or tap here to enter text.

2nd choice: Directorate-General or Cabinet: Click or tap here to enter text.

Motivation:

Click or tap here to enter text.

3rd choice: Directorate-General or Cabinet: Click or tap here to enter text.

Motivation:

Click or tap here to enter text.

(5) Additional personal information

Do you have a physical disability that may require special arrangements to be made if you are chosen? ☐ Yes ☐ No

If **YES**, please give details and indicate the special arrangements you believe would be necessary: Click or tap here to enter text.

(6) Emergency contact address

Family name / Surname: Click or tap here to enter text.

First name: Click or tap here to enter text.

Telephone number: Click or tap here to enter text.

Email address: Click or tap here to enter text.

Street / number: Click or tap here to enter text.

Postcode / Town: Click or tap here to enter text.

Country: Click or tap here to enter text.

(7) Detailed Curriculum Vitae in EUROPASS format

Please attach your CV using the Europass format: [Home](#) | [Europass](#).

(8) Declaration on honour

I, the undersigned,

- **declare** that I have never benefited from any kind of contract or previous employment within a European Institution;
- **declare** that throughout the period of my professional training, my employer continues to pay my salary and that I will remain subject to my social security legislation which will assume responsibility for expenses incurred abroad;
- **affirm** that I am acquainted with the [Commission Decision C\(2008\)6866 of 12/11/2008](#) on the Rules applicable to National experts on secondment to the Commission, which are applicable to me during the period of my professional training at the Commission.
- **certify** that the statements made by me in answer to the above questions and in my Curriculum Vitae (in enclosure) are true, complete, and correct. I understand that any false statement or any required information withheld from this form, may provide grounds for my exclusion from the NEPT Programme, or cancellation of my training if my application has been accepted.

(9) Declaration on honour (employer)

The undersigned,

Mr/Ms [Click or tap here to enter text](#) (name and job title)

representing [Click or tap here to enter text](#) (name of the employer)

headquartered in (full address of the employer):

[Click or tap here to enter text](#).

Confirms that:

Mr/Ms *Click or tap here to enter text* (name of the candidate)

- has been employed as *Click or tap here to enter text* (please specify the type of employment contract: permanent official/contractual/other);
- since *Click or tap to enter a date* until today;
- his / her current place of employment is *Click or tap here to enter text* (city and country) since *Click or tap to enter a date*.

During the full duration of professional training to the European Commission, Mr/Ms *Click or tap here to enter text* (name of the candidate):

- continues to receive the same level of remuneration, that he / she was receiving before the start of the professional training.
- remains subject to the social security legislation which covers expenses incurred abroad.
- according to Article 6§5 of the 2008 Decision, there is no reason why Mr/Ms *Click or tap here to enter text* (name of the candidate) should not be assigned to those duties.

(10) Processing of personal data

The Commission will ensure that candidates' personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council ⁽¹⁾. This applies in particular to the confidentiality and security of such data.

Date: *Click or tap to enter a date*.

Signature:

⁽¹⁾ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39)



EUROPEAN COMMISSION
DIRECTORATE-GENERAL
HUMAN RESOURCES AND SECURITY
Traineeships, Recruitment & Mobility
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NATIONAL EXPERTS IN PROFESSIONAL TRAINING (NEPT) PROGRAMME

Explanatory note for candidates

Introduction

The Commission organises twice a year a professional training for national experts (NEPTs). This training ⁽¹⁾ offers a unique opportunity to gain practical experience and understanding of the of the Commission's working methods and policies as well as the day-today work in a Commission department in a multicultural, multilingual environment.

Eligibility

To be eligible, you must:

- be employed as an official or contract staff member by a public administration;
- have a thorough knowledge of one of the EU languages necessary for the performance of your duties.

During the full duration of the professional training, your employer must continue to pay your salary and has to ensure that you remain subject to your social security and pension rights scheme.

If you do not meet these eligibility criteria, your application cannot be taken into consideration.

Application procedure

To apply for a professional traineeship, please fill out the application form (available through your employer or the Diplomatic Mission to the European Union) and provide a recent CV.

You can indicate up to three different Directorates-General in order of preference. We recommend choosing those Directorates-General most in line with your expertise and experience to increase the chances of being selected. Directorates-General generally look for candidates whose professional profile is most relevant to their work. For more information, you can always consult the websites of the different Directorates-General (https://ec.europa.eu/info/index_en).

Do not forget to sign the application form. Your application will only be accepted if it is duly signed and your name appears on the list of candidates sent by your Diplomatic Mission to the European Union

⁽¹⁾ The professional training is covered by Commission decision C(2008) 6866 of 12.11.2008, as amended by Commission decision C(2010) 544 of 29.01.2010, laying down rules on the secondment to the Commission of national experts and national experts in professional training

Once the Commission has received your application and considered it eligible, we will transmit it to the three Directorates-General which you have indicated. First priority goes to the first Directorate-General on your list; second priority to the second one and the third Directorate-General may choose you if the first two have not done so.

Once a Directorate-General has made its choice, it will contact you to see whether you want to accept the offer. If you or your employer do not agree with this offer, you may withdraw your application for the current exercise and apply again for another exercise.

The selection process is formalised once the Commission has sent the full list of selected candidates and their hosting Directorates-General to your Diplomatic Mission.

- **DG Communication (COMM):** candidates must choose as a preference DG COMM (in general) or DG COMM's Spokesperson's Service (COMM SPP).
- **Office for Infrastructure and Logistics (OIB):** candidates with the following profiles may apply: engineer, architect, lawyer specialised in property management, specialist in logistics (transport, catering) and lawyer with experience of calls for tender.
- **European Anti-Fraud Office (OLAF):** experienced lawyers with good knowledge of EU law may apply national law of other candidate countries is an asset.
- **DG Health and Food Safety (SANTE):** candidates must have a background in food safety or health.