



Call for expressions of interest to establish an EUAA list of external remunerated experts

Update 4/08/2025

EUAA/MLA/2024/CEI/0023

FREQUENTLY ASKED QUESTIONS

Q1: Can I apply for more than one sub-area with a single application?

A1: No, each application is dedicated to only one sub-area. However, you can submit multiple applications, as relevant to your experience, for different sub-areas.

Q2: Can I include more than one professional experience related to the sub-area I am applying for?

A2: Yes, you can include more than one professional experience related to the sub-area applied for, by indicating the percentage of your (full/part) time dedicated to each one.

Q3: Eligibility criteria explained.

A3: People working for an institution represented at the EUAA Management Board or by any EU Institution, body or Agency listed here <https://euaa.europa.eu/about-us/management-board> are not eligible. For example, if the applicant is currently employed by the Ministry of Immigration and Integration of Denmark (in the list) or for another office/department of the **same Ministry**, the applicant is not eligible to apply. On the other hand, if the applicant is employed by a completely **different Ministry**, for example the Ministry of Justice of Denmark (it is not in the above-mentioned list), the applicant is eligible to apply. Traineeship agreement/Interims Contract/External Remunerated Contract do not constitute an employment relationship. Therefore, the applicant concerned would be eligible to apply for the CEI even if the relationship is with EU Institutions and/or the entities.

Q4: Why are there two types of applications? (explanation non-remunerated)

A4: The two types of applications exist to meet the specific criteria of different subareas. In some subareas, non-remunerated professional experience is also considered.

Therefore, one version of the application is used where only remunerated professional experience is considered (Application type-B), while the other version includes both remunerated and non-remunerated experience (Application type-A). This is why the section on publications, contributions/presentations appear only in the version that includes non-remunerated experience.

Q5: Is the submission of a CV or other supporting documents mandatory for the application?

A5: The submission of your CV or any other supporting documents is optional and will not be considered during the evaluation phase to be included on the List. However, these documents can serve to complement your profile and provide additional background information when it comes to the selection process for a specific assignment.

Q6: Why should the professional experience be detailed with a minimum of 150 characters?





A6: This is a crucial part of the application form, where the applicant should elaborate on their professional experience and its relevance to the specific subarea they are applying for. The minimum of 150 characters ensures that the applicant provides a clear and concise overview of their professional background in relation to the aforementioned sub area.

Q7: Language (mother language is required) C1 certificate for English language is not needed /self-assessment

A7: As part of the general qualifications, each applicant shall possess proficiency in English (minimum C1 level according to CEFR). This should be evaluated on the basis of a self-assessment performed by the applicant. In addition, it is mandatory that each applicant indicates in the application form their respective mother language.

Q8: Can I apply for the call if I have a private company?

A8: The applicant can still apply but would need to use their own personal details (application should not reflect the company's details). If the expert is selected for an assignment, the payment can be done on any bank account indicated by the expert itself (i.e their own private bank account or bank account of their organization both private and governmental).

Q9: If I wish to include a large number of presentations or publications in my application form, is there a more convenient way to do so rather than repeatedly copying and pasting this section?

A9: Yes, you can upload an additional document (such as a Word file) that includes a list of your presentations or publications, along with their titles and/or links. This will allow you to avoid repeatedly copying and pasting the same section in the application form.

Q10: Can I apply for the call if my professional experience is less than 6 years?

A10: No, your application will be only considered for evaluation if you have **at least 6 years** of professional experience.

Q11. What are the available means of redress following an unsuccessful application?

A11.The following means of redress are available for applicants following an unsuccessful application:

a) Applicants may submit any resulting question, request for review of or complaint concerning an unsuccessful application to the EUAA via email to: proc-externalexperts@euaa.europa.eu

b) In case an unsuccessful applicant still believes that there was maladministration from the side of the EUAA, he or she may lodge a complaint to the European Ombudsman within two years of the date when they became aware of the facts on which the complaint is based (see <http://www.ombudsman.europa.eu>). Alternatively, unsuccessful applicants might bring a case before the General Court of the European Union.

Q12. Are candidates allowed to contact the assessment committee's members?

A12. The proceedings of the assessment committee are confidential and any contact with its members in the context of an ongoing assessment procedure is strictly forbidden. Candidates who disregard this instruction may be immediately excluded from further consideration.