



**EUROPEAN COMMISSION**

DIRECTORATE-GENERAL  
HUMAN RESOURCES AND SECURITY  
Directorate HR.A - Organisation and Executive Staff - CCA Permanent Rapporteur  
Executive Staff and CCA Secretariat  
Head of Unit

Brussels, **09 JUL. 2010**  
HR.A.2./VS/ (2010) **413077**

**Mr Ramon MARIMON SUNYOL**

Via Dei Cairoli 54  
50131 FLORENCE  
ITALY

**Subject: Your application for the post of "Principal Adviser in Directorate-General Research, Director Designate of the European Research Council Executive Agency (ERCEA) in Brussels" - COM/2009/2390 and COM/2009/10222**

Dear Sir,

I am writing to you regarding your application for the post of Principal Adviser in Directorate-General Research, Director Designate of the European Research Council Executive Agency (ERCEA) in Brussels.

The Directorate-General "Research" has finalised its pre-selection and submitted its report to the Consultative Committee on Appointments (CCA) of the European Commission.

The CCA is an administrative level advisory body in the procedure for appointments of senior officials within the European Commission. Its role is to assess candidates as to their aptitude to exercise senior management functions and propose to the Appointing Authority a list of those candidates it considers most suitably qualified for appointment.

You are one of the candidates who have been suggested by DG "Research" to be interviewed by the CCA.

Without prejudice to the final decision of the CCA on the short-list of candidates it wants to interview, I would like to invite you to participate in an assessment centre run by an external expert in human resources.

The assessment centre tests will take place on

day: Friday 23 July 2010  
from: 08:15 – 18:30  
address: Avenue Marcel Thiry/laan, 75  
1200 Brussels / Belgium

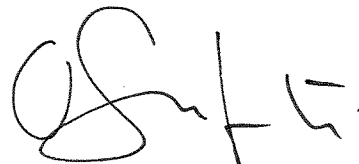
Enclosed you will find detailed information about the assessment centre as well as an access plan to the office of the consultant. Kindly note, that you have the possibility to take the assessment centre in English or in French.

Once the selection procedure is closed you can request feedback concerning your assessment centre results during the year following the closure. Once this deadline is met, your right to the feedback expires.

According to the rules of the Commission, you are entitled to reimbursement of your travel expenses and daily allowance. Enclosed you will find the details of the relevant rules together with some forms to be submitted for this purpose.

I can already inform you that the CCA meeting, that shall conduct the interviews, will in principle take place in Brussels on 16 September next.

I would be grateful if you could confirm your availability for the assessment centre by e-mail as soon as possible. Should you have any further questions, you are kindly invited to contact Ms **Marielle Dam** (Tel. +32 2 299.82.88, e-mail: [marielle.dam@ec.europa.eu](mailto:marielle.dam@ec.europa.eu) ).

A handwritten signature in black ink, appearing to read 'V. Superti', is centered on the page.

Valentina Superti

Secretary to the Consultative Committee on Appointments

Enclosures