

To: European Union Permanent Representations

Brussels, 27 October 2023  
S3JU/D/23-415

**Subject: Secondment of National Experts (SNE)**

Dear Counsellor,

To effectively carry out its operations, the SESAR 3 JOINT UNDERTAKING (SESAR 3 JU) requires highly qualified staff with the expertise relevant to its activities. The SESAR 3 JU aims to establish a reserve list of national experts who are available for secondment to the Joint Undertaking for a specific position in the field of 'Master Planning and Monitoring.'

Please see Annex I for the secondment notice, which should be circulated within the pertinent air transport administrations, and Annex II for Commission Decision C(2008) 6866 dated 12 November 2008, outlining the rules governing the secondment of national experts (SNE).

Please note that only applications submitted through the EU Permanent Representations will be considered. Applications sent directly by experts to the SESAR 3 Joint Undertaking will not be taken into account.

All applications must follow the procedure outlined in Section 8 of the secondment notice, 'Submission of applications,' and should be exclusively sent in electronic format (maximum 5 MB) to the following email address: [SNE@sesarju.eu](mailto:SNE@sesarju.eu). Each application should include:

- A cover letter signed by the relevant administration
- The application(s) of the proposed seconded national expert(s) (as per the 'Admissibility of applications' described in Section 8.1)

Applicants should specify the reference of the secondment notice. The deadline for submitting applications is **19 January 2024**.

We emphasize the importance of adhering to the specified deadlines. Applications arriving after the deadline, but within 10 days after, may exceptionally be taken into consideration, provided they are accompanied by appropriate justification.

The reserve list of eligible seconded national experts is expected to be established by 29 February 2024, and will remain valid for 24 months from its establishment.

However, please be aware that this secondment notice does not create a binding commitment on the part of the SESAR 3 JU. A commitment will only be made when a secondment agreement is formally signed. Until such an agreement is signed, SESAR 3 JU reserves the right to decide not to select any expert for secondment or to cancel the procedure without providing compensation.

Yours faithfully,

Andreas Boschen  
Executive Director

Encl. Annex I- Notice for the secondment of an Expert in Master Planning and Monitoring  
Annex II- Commission Decision C(2008) 6866 of 12.11.2008 laying down rules on the secondment to the Commission of national experts and national experts in professional training