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RULES GOVERNING TRAINEESHIPS OF THE FRANCIS VALS FUND

CHAPTER I

GENERAL PROVISIONS

Article 1 : The Francis Vals Fund

The Francis Vals Fund was instituted by decision of the then Socialist Group (now Group of the Progressive Alliance of Socialists & Democrats in the European Parliament) in 1974, to honour the memory of its late chairman.

The sums required to finance the Fund shall be set aside in the Group's annual budget from the operating appropriations made available to it.

Article 2 : Aims and purposes

Traineeships shall be awarded under the Fund for the pursuit of research and studies on subjects relating to the activities of Socialists & Democrats in the European Union and of the Group of the S&D in the European Parliament in particular.

Article 3: Candidates eligible and conditions of acceptance

To qualify for a traineeship, candidates must:

- be under thirty years of age,
- in principle, be nationals of one of the Member States of the European Union,
- belong to a party which is a member of the Party of European Socialists or to a party represented in the Group S&D,
- be university graduates or have successfully completed three years' (at least six semesters') study at a university or equivalent institute of higher education,
- have perfect knowledge of one official language of the Union and good knowledge of a second.

At least four months prior to the commencement of the traineeship, candidates must submit a detailed curriculum vitae, together with copies of their diplomas and certificates.

Article 4: Duration of traineeships

The duration of the traineeships shall be five months, with no prolongation possible.

There shall be two training periods each year, beginning on 15 February and 15 September.

Article 5: Selection committee

Each National delegation is entitled to have one trainee per year. The National delegation can choose the traineeship semester.

Traineeships are awarded, following a proposal by a national delegation, by the trainees selection committee, made up of the Leader and the Treasurer of the Group, the Leader of the national delegation concerned, and the Secretary General.

In awarding the traineeships, the selection committee shall take account, among other things, of:

- the candidates' qualifications,
- the limits set down in the budget,
- the need to ensure a fair distribution of traineeships among the nationalities represented in the Group.

Article 6: Organization of traineeships

Trainees shall be assigned to and, for the duration of their traineeship, assisted by a tutor whose post is provided for on the establishment plan of the Group secretariat.

With the agreement of their tutor, trainees shall each select a parliamentary committee or other topic of special interest. The officials responsible in the committee secretariats concerned shall assist trainees in their work and research.

In addition to following the activities of their chosen committees, trainees may, in the course of their traineeships, attend Group meetings in Brussels and two part-sessions of the European Parliament. They must carry out at least one research project during their training period, on a subject to be decided by agreement with their tutor.

CHAPTER II

RIGHTS AND OBLIGATIONS OF TRAINEES

Article 7: General obligations

Trainees shall comply with the instructions given by the tutor to whom they are assigned.

Trainees shall observe the utmost discretion with regard to any information to which they may have access during their training period. They shall not disclose to unauthorized persons any unpublished document or information in any form whatsoever without the prior agreement of the Group. They shall continue to be bound by this obligation after the end of the training period.

Article 8: Remuneration

Trainees shall be awarded a grant of 1.300€ per month. This amount may be modified by decision of the Group bureau.

Trainees who, during the training period, are in receipt of income from another source (grant, salary or other), shall not be entitled to receive more than the difference, if any, between the grant awarded by the Group and the amount received from the external source.

A flat-rate installation allowance of 124€ shall be paid to trainees on commencement of the traineeship.

Article 9: Taxation

Training allowances shall not be subject to the special tax arrangements applicable to officials and other servants of the European Communities.

Article 10: Sickness and accident insurance

Trainees must be insured against sickness and accident.

Where they are not so covered, the Group shall insure them and, on request, their spouses and children, against sickness, under the terms laid down in the group sickness insurance scheme taken out by the European Parliament with a private insurance company. The Group shall also insure them against the risks of occupational and non-occupational accident.

Article 11: Travel expenses at the beginning and end of the training period

Trainees shall be entitled to reimbursement of travel expenses incurred within the territory of the Union at the beginning and end of the training period, in accordance with the rules governing the payment of mission expenses and allowances to the Group secretariat.

Article 12: Travel expenses during the training period

Trainees may, exceptionally, be sent on mission by decision of the Secretary General. In that event, their travel expenses shall be reimbursed and they shall be paid the corresponding daily mission allowances.

Article 13: Leave of absence

Trainees shall not be entitled to leave, but the Secretary-General may grant exceptional leave of absence not exceeding two days for each completed month of the traineeship.

Article 14: Sick leave

In the event of sickness, trainees shall immediately inform the Secretary-General and forward a medical certificate to him on the fourth day of absence.

Article 15: Interruption of the training period

At a reasoned request from a trainee, the training period may be interrupted by decision of the Secretary-General.

During the period of interruption, payment of the grant shall be suspended and the trainee concerned shall not be entitled to any refund of travel expenses.

Article 16: Cancellation and end of training period

The traineeship shall end on expiry of the period for which it was awarded. However, the selection committee which awarded the traineeship may terminate it before that date:

- either in response to a reasoned request from the trainee
- or where the trainee's work has been unsatisfactory or he has failed to fulfil his obligations under these rules.

At the end of the training period, trainees shall receive a certificate specifying the length of their training period, the department to which they were attached and the work carried out.

Article 17: Disputes

The Group Bureau shall be responsible for settling any disputes concerning the implementation of these rules.

Article 18: Date of entry into force: 1 December 1994