



Administrative Decision on Rules governing the MS-track of the ECDC Fellowship Programme, field epidemiology path (EPIET) and public health microbiology path (EUPHEM) Stockholm, 23 November 2016

Purpose: The legal basis of this Director's Decision lies on Article 9 (6) of Regulation (EC) No 851/2004 of the European Parliament and of the Council of 21 April 2004 (the ECDC Founding Regulation).

Background: ECDC shall support and coordinate training programmes to assist Member States and the Commission to have sufficient numbers of trained specialists in epidemiological surveillance and field investigations, and to have a capability to control disease outbreaks.

Description: This Director's Decision governs the MS-track of ECDC Fellowship Programme, EPIET field epidemiology path (EPIET) and EPIET public health microbiology path (EUPHEM) starting with Cohort 2017.

The process is based on the outcome of a consultation with the Advisory Forum, the National Focal Points for Training and the Training Site Forum (TSF), being operational contact points within the Coordinating Competent Bodies (CCB) framework. The Management Board on its meeting of 15-16 November 2016 has also supported this direction.



Administrative Decision N° ECDC/AD/2016/22

Decision by the Director of the European Centre for Disease Prevention and Control (ECDC) on Rules governing the MS-track of the ECDC Fellowship Programme, field epidemiology path (EPIET) and Public health microbiology path (EUPHEM)

Article 1 - General

This decision governs the **MS-track** of the ECDC Fellowship Programme, with its field epidemiology path (EPIET) and public health microbiology path (EUPHEM).

1.1 Legal basis

The legal basis of this Director's Decision lies on Article 9 (6) of Regulation (EC) No 851/2004 of the European Parliament and of the Council of 21 April 2004 establishing a European Centre for Disease Prevention and Control (the ECDC Founding Regulation):

'The Centre shall, as appropriate, support and coordinate training programmes in order to assist Member States and the Commission to have sufficient numbers of trained specialists, in particular in epidemiological surveillance and field investigations, and to have a capability to define health measures to control disease outbreaks.'

The ECDC Fellowship Programme is a two-year competency based training with two paths: the field epidemiology path (EPIET) and the public health microbiology path (EUPHEM). Both provide training and practical experience in intervention epidemiology at the national and/or regional centres for surveillance and control of communicable diseases and in laboratories with public health function at collaborative Training Sites in the European Union (EU) and European Economic Area (EEA) Member States.

1.2 The objectives of the fellowship programme are the following:

- To strengthen the surveillance and control of infectious diseases and other cross-border health threats or issues of public health concern in the EU/EEA Member States and at EU level, supporting the implementation of Decision 1082/2013/EU;
- To enhance response capacities for effective field investigation and communicable disease control at national and community level to meet public health threats;
- To strengthen the European network of public health professionals through use of shared standards and methods, good practices and common public health objectives;
- To support cascading of training and capacity building within the Member States;
- To facilitate multi-disciplinary cooperation in the above fields.

1.3 The Fellowship Programme is part of ECDC's efforts to strengthen the public health workforce in the EU and benefits significantly from the contribution of EU/EEA Member States in terms of training resources. The Training Sites, the supervision of the fellows and the expert facilitation at EPIET/EUPHEM training modules are mainly provided by the Member States, who are thereby key stakeholders in the programme.

1.4 The scientific coordination of the programme is ensured by the coordination team, composed of the Head Scientific Coordinators of EPIET and EUPHEM based at ECDC, and the frontline scientific coordinators based in the Member States. EPIET and EUPHEM are two complementary paths in field epidemiology and public health microbiology, respectively. These two paths are divided in two tracks, the EU- and the MS-track. In the EU-track, individual candidates apply to ECDC for the programme and if selected, are trained in a different country than their country of citizenship, whereas in the MS-track, ECDC allocates training posts to Member States who are interested in training their public health workforce and the fellows, selected by the Member States, are trained in their country of residency.

1.5 Assignment of the fellows:

The MS-track fellows are employed by an acknowledged EPIET or EUPHEM Training Site; or, alternatively and in justified cases, by other authorities and seconded to an acknowledged Training Site in their country of citizenship or residency (see Article 2.1 Eligibility of proposed candidate). Under the professional supervision of the training supervisor/s based at the Training Site, the fellows will carry out activities related to the core competencies of their respective path. Progress of the fellows is monitored by supervisors and a team of scientific coordinators consisting of the two Head Scientific Coordinators and a number of frontline scientific coordinators based in Member States institutions. The scientific coordinators review all outputs of the fellows during their two-year training. The scientific coordinators also provide guidance to fellows and assist supervisors on how to best develop the required field epidemiology and public health microbiology competencies.

The Fellowship learning activities are grounded in their service in public health settings, mostly at epidemiology departments or public health laboratories. During the two-year training programme, all fellows work to reach a number of-common intended learning outcomes, under the following key competency domains:

- Public health surveillance
- Outbreak investigation
- Applied public health research
- Public health microbiology and laboratory investigations
- Public health management and communication
- Training and teaching
- Biostatistical analysis

In addition to these, EPIET fellows are expected to develop competencies in the domain on advanced statistics; and EUPHEM fellows, in laboratory bio-risk and quality management.

Article 2 - Eligibility and selection criteria of proposed candidates

2.1. Eligibility of proposed candidates

Member States that have been allocated an MS-track post in the EPIET/EUPHEM training may engage in a process to select suitable candidates among their current workforce or open a selection process to recruit new staff¹.

In order to be eligible for the ECDC Fellowship Programme, candidates need to fulfil a set of formal requirements, as follows:

- Demonstrate thorough knowledge (minimum B-2 level) of at least two official languages of the EU/EEA, one of which shall be English;

¹ The staff can be seconded – see Article 1.5 of this decision.

- Be either a national of a Member State of EU/EEA² or living in an EU/EEA Member State for at least 3 years with residency and working permit; and
- Be entitled to her or his full rights as a citizen.

In order to be eligible for the programme, candidates need to fulfil a set of additional formal requirements, as follows:

- Post-secondary education (at the level of Graduate diploma or Masters' diploma) in medicine, epidemiology, biology, microbiology, veterinary medicine, pharmacology, biomedicine, public health or other health sciences, **and**
- At least three years of relevant professional experience; **or**
- A PhD degree or equivalent in a field relevant to the fellowship.

2.2. Selection criteria of proposed candidates

ECDC will receive from the National Focal Points for Training (NFPT) or a delegated Operational Contact Point (OCP) a shortlist of candidates to be considered for the allocated post. Among candidates meeting eligibility criteria described in Article 2.1, the Member State will apply further selection criteria regarding professional and personal characteristics/interpersonal skills. These are defined by ECDC with advice from the current EPIET and EUPHEM Training Forums as listed:

Professional skills and experiences

- Proven experience in public health and/or epidemiology
- Good scientific and computer skills, and a basic knowledge of epidemiology and biostatistics [for EPIET]
- Good scientific and computer skills, and skilled in microbiological techniques [for EUPHEM]

Personal characteristics/interpersonal skills

- Strong commitment to field epidemiology/public health microbiology in the EU after the two-year fellowship
- Good organisational skills
- Ability to work under pressure and manage responsibilities
- Good command of English; oral and written

Advantageous criteria

- Sense of independence and inventiveness which would enable a personal input into the programme
- Sufficient international exposure to interact cautiously with the different cultures, laws and requirements in the Member States.

Article 3 – Selection procedure

3.1. Application process for acknowledged Training Sites in EU/EEA Member States

² Accession countries that will become an EU Member State the same year as the call for application expires will be eligible to apply for an MS-track post.

Part 1: Pre-selection process

1.1. Expression of Interest of the Member States

Every year, ECDC sends an invitation for expression of interest to the NFPT to train EU- and MS-track fellows in the cohort of the following year. In this "Call for Expressions of Interest", ECDC will ask the MS to propose national training sites interested in training a fellow in the ECDC Fellowship Programme, both the EU-track and the MS-track. This is done by submitting a response form by the deadline stated in the invitation.

The MS will inform ECDC about the sites interested in being a training site for the next cohort, as well as how many fellows they are willing and have capacity to train in each of the fellowship paths (EPIET/EUPHEM) and tracks (EU/MS). Note that only acknowledged Training Sites⁴ will be able to train a fellow in the upcoming cohort.

In the first allocation round of the fellowship posts for EU- and MS-track for each path, no country will receive more than one seat for each path. Hence, the MS will need to prioritise between EU- and MS-track for each path, but not between each path. This principle is to ensure that the number and geographical range of countries hosting fellows is maximised.

After the deadline for the 'Call for Expression of Interest', ECDC will contact the NFPT of the Member States that expressed their interest in an MS-track post in that year to inform them of the ranking and allocation of MS-track posts according to pre-established priority criteria that apply in case there are more applications than available posts (see Article 2.2 Allocation of training posts).

1.2. Number and allocation of fellowship posts

The budget available for the MS-track will vary year by year depending on the total salary cost for the EU-track. The total number of MS-track fellows would therefore be known only once the hosting countries for the EU-track have been identified.

Each cohort will have a minimum of 6 EPIET and 4 EUPHEM MS-track fellowship posts, to be distributed among the requesting countries according to their expression of interest of path and priority to receive a fellow according to the present system (priority will be given, in this order of importance, to Member States that have trained the least fellows in the past 4 cohorts and have the least number of alumni in the public health work force, in absolute numbers and per population, and by path).

Depending on budget availability a number of additional fellowship posts will be assigned to the path/s based on the proportion of expression of interest for each path. This gives flexibility to distribute resources according to the needs and training capacity expressed by the MS. For Cohort 2017 we anticipate to have a minimum of 2 posts that are not pre-assigned to a specific path.

If the number of Member States applying for an MS-track post in EPIET and/or EUPHEM exceeds the number of available posts, ECDC will apply a set of criteria based upon those agreed during the 29th Advisory Forum meeting in 2012, separately for EPIET and EUPHEM, and subject to the condition that the proposed site is an acknowledged EPIET/EUPHEM Training Site. ECDC periodically consults the Advisory Forum and the National Focal Points for Training to update these criteria or adjust the ways in which they will be applied each year.

The criteria and scores are as follows:

1. Member States with an acknowledged EPIET/EUPHEM/FETP Training Site within the past 4 cohorts, with number of fellows trained

<i>No trainee</i>	<i>3 points</i>
<i>1 trainee</i>	<i>2 points</i>
<i>2 trainees</i>	<i>1 point</i>

⁴ An acknowledged training site is a training site that has a) trained a fellow in the last two years or b) has been visited and approved within the last two years or c) has had a successful training site appraisal (no later than February the year of cohort start). To host an EU-track fellow the site also needs to have a signed Framework Partnership Agreement on Training Fellows in place.

>2 trainees 0 point

2. Number of alumni⁵ in the active Public Health workforce in the Member State, in absolute numbers

None	3 points
1 alumni	2 points
2 alumni	1 point
>2 alumni	0 point

3. Number of alumni⁶ in the active Public Health workforce in the Member State, per 1.000.000 population

0-0.1	3 points
>0.1-0.5	2 points
>0.5-1	1 point
>1	0 point

ECDC will generate a list of applying Member States, ranked according to the application of these criteria separately for EPIET and EUPHEM, and allocate available MS-track posts according to this list.

If a Member State has applied for two or more training posts within the same path and is granted only one MS-track post, it is up to the Member State to prioritize which Training Site will be granted the MS-track post in that path.

Once the number of EPIET and EUPHEM fellows in the MS-track has been decided, the further allocation of the fellows for the two paths among the countries are done independently from each other.

Only in case the assigned minimum of MS-track fellowship posts in either of the two paths exceeds the number of countries expressing interest to train fellows in that path, the remaining posts up to the minimum number will be distributed to Member States having expressed interest to train more than one fellow.

In case of a tied rank, ECDC will consider also the capacity needs of the country (which countries would benefit most from a fellow during the fellowship).

Part 2: Selection of candidates by the Member States

Member States requesting an MS-track seat are strongly encouraged to identify candidates meeting the eligibility criteria through mechanisms of their choice (e.g., internal search among their workforce or a call for internal or external applications) already by the time of expression of interest.

After the fellowship posts for the two paths have been allocated according to the above criteria, the results including the placements of the fellows and waiting list/s will be shared with all the MS.

The countries which have been allocated fellow/s are invited to, within a given deadline, nominate a candidate for each allocated fellowship post based on an application with a CV and a Letter of Motivation (LoM) of the nominated candidate/s.

The Member State is responsible for selecting the candidate(s) to be trained using the following selection procedure:

- Member States may appoint a selection panel and conduct interviews with the shortlisted candidates to check the eligibility of the candidate(s) and apply the selection criteria. Two Fellowship Scientific Coordinators take part in the selection panel conducting these interviews. Alternatively, two Fellowship Scientific Coordinators interview the candidates separately. The interview language is English. Candidates who do not demonstrate sufficient English language skills during the interview will be asked to take a proficiency test documenting a minimum B-2 level;

⁵ EPIET/FETP alumni for EPIET MS-track posts and EUPHEM alumni for EUPHEM MS-track posts

⁶ Same as footnote 1.

- Member States create a shortlist of candidates (including Europass CVs and letters of motivation in English) and send these via the NFPT to ECDC for review of the eligibility and selection criteria by the Fellowship Scientific Coordination team;
- After eligibility check, the Head Scientific Coordinators will organise a teleconference to interview the candidates for confirmation of their suitability. In case of non-suitability, the nominating Member State will be invited to nominate another potential fellow. If this fails, the post will be given to the next Member State on the waiting list.
- Member States make the final choice of the candidate among all eligible candidates; however, at Member States' request, ECDC can make a recommendation on the suitability of the candidates.
- Member States that are offered an MS-track post but who cannot identify candidate(s) meeting the eligibility and selection criteria will not be able to fill their post; the post will be offered to the next ranked Member State on the list (as specified in Article 2.2);
- The selection panel will guide potentially good candidates who have knowledge, experience or language skill gaps through provision of recommendations for improvement to allow them to fill these gaps and reapply at a later date.

Eligibility and selection criteria for candidates are the same as for the EU-track.

Article 4 - Protection of Personal Data

Any personal data collected by ECDC will be processed solely for the purposes of the performance, management and follow-up of the ECDC training activities in the framework of which it was collected and in accordance with [Regulation \(EC\) n. 45/2001](#) of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data. This may involve distribution of data to ECDC competent bodies, the National Focal Points for Training in the EU/EEA Member States, the Training Site Forums and the scientific coordinators. Personal data submitted during the application process will be stored for a maximum period of 24 months. Data subjects have the right to access and rectify their personal data at any moment. For more information on personal data protection and related documents reference is made to the ECDC website queries or requests concerning the processing of personal data may be addressed to the relevant ECDC [Data Controller](#) or the Data Protection Officer (dpo@ecdc.europa.eu).

Fellows are advised to contact their relevant Training Site for advice on personal data retained by the Training Site and its respective retention, processing and distribution.

Data subjects have the right of recourse to the [European Data Protection Supervisor](#).

Article 5 - Organisation

Fellows are placed under the responsibility of a main supervisor who is experienced in applied epidemiology (EPIET) or public health microbiology (EUPHEM), in one of the Training Sites. The supervisor must guide and closely monitor the fellow during his/her fellowship, acting as his/her mentor. An assigned co-supervisor will assist the main supervisor in scientific and practical issues. Besides the main and the co-supervisors, a team of project supervisors shall be available to work closely with the fellow. For the EUPHEM fellows a dedicated epidemiology supervisor shall be assigned to support and supervise fellows with epidemiological competencies and facilitate the link between field epidemiology and public health microbiology. For EPIET fellows (when relevant) a microbiology supervisor should be assigned to support the fellow with microbiological content of her/his projects.

The Training Site will provide individual supervision meetings for the fellow for at least an average of four hours per week during the fellowship. The Training Site will grant the fellow access to supervised field activities, to datasets and vital records in order to achieve the objectives of the training.

The supervisor must notify immediately the Head Scientific Coordinators of EPIET and EUPHEM of any significant incidents occurring during the fellowship (in particular professional incompetence, prolonged absences, sicknesses, accidents, unprofessional behaviour, or interruption of the fellowship), which come to his/her attention, or of which the fellow has informed him/her. Likewise, the Head Scientific Coordinators of EPIET and EUPHEM are to be informed if any incidents arise that affect the availability of the supervisor, like prolonged absences.

Article 6 - Contracts and agreements

Fellows will sign an employment or similar contract with the Training Site (if not already employed). A further two-party agreement (named 'Training Site Agreement') will be signed between the Training Site and ECDC to document that (a) the Training Site accepts the terms and conditions of the MS-track EPIET/EUPHEM fellowship described in this Decision and in the programme manual, and (b) that ECDC covers the fellow's costs of travel, accommodation, and per diem for participation in all required EPIET/EUPHEM modules and participation to ESCAIDE. However, ECDC will not be a party to the employment contract signed between the fellows and the Training Site.

In cases where the Training Site is not the employer of the fellow, it is up to the parties involved to develop an agreement that will guarantee compliance of all parties to the rules laid down in this Decision and in the Training Site Agreement.

The Training Site shall reserve funding for travels within the country to perform duties related to the fellow's activities, including, but not restricted to, outbreak investigations. The Training Site may assign the fellow to perform training activities in other institutes, if this is required to meet the training objectives within the timeframe of the fellowship.

Article 7 - Rights and duties of fellows

7.1 Duration of the fellowship

The fellowship is a full-time, learning by doing programme and the training period lasts 24 months. In exceptional cases, fellows may end their fellowship after a total of 23 months, provided that they have achieved all training objectives.

Fellowship periods may be extended beyond the maximum length laid down in these rules in case of serious illness, pregnancy or adoption, subject to (1) terms and conditions of the employment contract and (2) availability of funds at ECDC to cover the cost of participation in the EPIET/ EUPHEM activities. Any potential prolongation is aimed at achieving the minimum period of 23 months and should be immediately brought to the attention of the Head Scientific Coordinators of EPIET or EUPHEM. The extension in such circumstances will be approved by the ECDC and the Training Site on a case-by-case basis.

In case of pregnancy and birth or adoption, Article 8.3 applies.

7.2 Prolongation of the training

If needed, the training will be prolonged to ensure the minimum length of 23 months in order to be eligible for the diploma. Any attendance to modules during the prolongation of the training is subject to availability of funds.

7.3 Compliance with instructions and regulations

Fellows shall be required to comply with the instructions given by their Training Site supervisors. They must also comply with the present rules governing the fellowship. Fellows must respect the rules of the Training Site in accordance with the contract of employment and national legislation.

7.4. Obligatory training activities

Fellows must take part in all activities organised under the auspice of the ECDC fellowship programme, respecting the timetables and programmes laid down by ECDC.

7.5 Confidentiality and conflict of interests

Fellows must exercise the greatest discretion regarding facts and information that come to their knowledge during the course of their training. They must not disclose to any unauthorized person any document or information not already in the public domain. They will continue to be bound by this obligation on expiry of their employment contract.

Fellows must not have any professional connections with third party organisations, which might be incompatible with their fellowship. The fellows are not permitted to enter into gainful employment, provide consultancy services, participate in other training activities or any activities which may adversely affect the work assigned during the period of the fellowship. If a conflict of interests should arise during their assignment, fellows should immediately report this to their supervisor and to their respective Head Scientific Coordinators of EPIET and EUPHEM.

7.6. Publications

Fellows must not, either alone or with others, publish or cause to be published any material dealing with the work of their Training Site without the prior written permission of their supervisor and frontline coordinators. In the case of ECDC work, written permission of the Head Scientific Coordinator of EPIET or the Head Scientific Coordinator of EUPHEM, depending on the respective path of the fellow, is necessary. Approved publications of EPIET and EUPHEM fellows need to include the affiliation of their respective paths, either "ECDC Fellowship Programme, Field Epidemiology path (EPIET), European Centre for Disease Prevention and Control (ECDC), Solna, Sweden" or "ECDC fellowship Programme, Public Health Microbiology path (EUPHEM), European Centre for Disease Prevention and Control (ECDC), Solna, Sweden".

7.7 Regular Progress Reports

During their fellowship, fellows must submit to their supervisors and to the EPIET/EUPHEM coordinators regularly (each month) updated incremental progress reports on their activities during the training period.

7.8 Diploma

Fellows who have completed the minimum required fellowship period and achieved all training objectives according to the respective guides of their paths will receive the ECDC Fellowship diploma, with mention to the specific path (EPIET or EUPHEM) after the fellowship.

Article 8 - Absences

8.1 Holidays

Fellows should keep the same hours of work, have the same public holidays and entitlement to annual leave as the other staff of their Training Site. Holidays cannot be taken during training activities where the fellow is obliged to participate, such as the Introductory Course, modules, and during ESCAIDE.

The Training Site supervisors and EPIET/EUPHEM scientific coordinators oversee that the above rules are respected. Leave requests should respect the needs of the service of the Training Site and must be approved by the Training Site supervisor.

8.2 Sickness

In case of sickness, fellows must notify the supervisor immediately and produce a medical certificate according to the rules of the Training Site. The respective Head Scientific Coordinator of EPIET or EUPHEM as well as the Fellowship Faculty Bureau (FFB) must also be informed.

8.3 Pregnancy and Adoption

In case of pregnancy and birth or adoption, fellows must notify the supervisor and respective Head Scientific Coordinator of EPIET or EUPHEM as soon as possible, and must produce a medical certificate or the appropriate documentation to the Training Site and FFB.

In case of pregnancy and birth or adoption, fellows are entitled to maternity or paternity leave according to the rules of the employer.

Fellows must notify the Training Site supervisor and confirm their communicated return date to the Head Scientific Coordinator of EPIET or EUPHEM and FFB in accordance with the national law, but at least 4 weeks in advance.

8.4 Absence without justification and notice

When fellows are absent without justification, the supervisor in the Training Site will inform ECDC so that decisions regarding consequences can be coordinated in terms of fellowship (ECDC) and employment contract (Training site).

8.5 Exceptional leave

Upon severe illness or death of close family members and in exceptional circumstances, fellows may be granted additional days of leave according to the rules of the Training Site.

Article 9 - Financial provisions and working conditions

9.1 Fellows will receive a salary from the Training Site. The amount of the salary is decided by the Training Site according to their local salary scales.

9.2 ECDC does not cover pension payments, social security (e.g., sickness insurance) or insurance against occupational hazards. Therefore, the fellow and/or the Training Site are responsible for making the necessary arrangements as per the national legislation, and are responsible for the payment of the taxes and social charges related to the employment contract.

Since ECDC is not part of the contract between the fellows and the Training Site, ECDC is not responsible for any possible breach of labor law or breach of taxation law committed by the Training Site and/or the fellows. Neither will ECDC be directly liable to the fellows for any payments or reimbursements due to the fellow under their contract of employment.

9.3 When travelling on ECDC's request, ECDC will arrange for the travel, accommodation and per diems of the fellows under ECDC rules of travel for experts.

Article 10 - Place of fellowship

10.1. The placement of the fellow will be at the Training Site.

10.2. Fellows are expected to participate in EPIET/EUPHEM training modules and courses, the ESCAIDE annual conference, and may attend occasional international assignments. The Head Scientific Coordinators of EPIET and EUPHEM will indicate which training activities are obligatory and which are optional.

Article 11 - International assignments/missions

11.1 During the fellowship, fellows might be offered international assignments / missions by the Training Site, ECDC, or a third party. ECDC will evaluate the suitability of international assignments/missions against the fellowship programme objectives. If suitable, the main supervisor and the Frontline Coordinator shall approve participation of the fellow. The Training Site shall agree that the international assignments / missions are compatible with the fellow's employment contract.

11.2 The party that requests the assignment / mission covers all costs (travel, accommodation, per diems and insurances) and shall provide the fellow with a copy of the terms and conditions of this cover before departure.

11.3 The fellow selected to go on an international assignment shall not receive any additional fees, bonuses, or salaries from the requesting party.

Article 12 - Tax arrangements

Salaries paid to fellows are subject to the national tax regulations of the Training Site. It is the responsibility of the fellow to provide independently for the declaration of the salary and the taxation of the salary she/he receives from the Training Site in the country of training.

Article 13 - Interruption and termination of fellowship and sanctions

13.1 At the written request of the fellow stating the relevant reasons and with proper justification, the Training Site and ECDC will take a coordinated decision to accept or not the interruption of the fellowship.

Should the decision authorise the interruption, the fellowship may be interrupted for maximum one (1) month. In addition, the fellow will not be entitled to reimbursement by ECDC of any travel expenses incurred during that period. The fellow may return for a maximum of one (1) month to complete the unfinished part of the training within 24 months of the interruption. Any prolongation is aimed at achieving solely the minimum period of 23 months.

13.2 If a fellow wishes to terminate his/her fellowship earlier than the date specified in the agreement with ECDC, the fellow must submit a written request to the Head Scientific Coordinator of EPIET or EUPHEM, respectively. This request, stating the relevant reasons, must be submitted according to national law, via his/her supervisor. ECDC will respond to this request within 10 working days.

13.3 Fellows must exercise their duties and behave with integrity, courtesy and consideration. The Training Site supervisor will inform ECDC of the following situations: the conduct of the fellow does not prove satisfactory, the fellow's professional performance or knowledge of the working language is insufficient for the proper execution of his/her duties, it becomes apparent that the fellow knowingly made false declarations or provided false statements or documentation at the moment of application or during the fellowship period, the fellow does not comply with Articles 7.2 and 7.4, and in cases of unjustified absences. ECDC and the Training Site will coordinate consequences in terms of fellowship (ECDC) and employment contract (Training Site). Any pre-term termination of the employment contract will be subject to the national employment legislation in force.

13.4 Notwithstanding the exceptions detailed in Articles 13.1, 13.2, and 13.3 above, the fellowship employment contract shall end when the period for which it was awarded expires.

Article 14 - Final provisions

These rules will enter into force on the day following their signature. They take effect starting with the 2017 cohort.

Implementation of these rules may be defined in an internal procedure.

Done at Solna on 23 November 2016



Andrea Ammon
Acting Director