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# socieux+

EU Expertise on Social Protection,  
Labour and Employment

## Terms of Reference for Experts

Terms of reference for onsite  
training missions or e-learning activities

SOCIEUX 2025-33  
Jordan



For external dissemination

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Partnership led by



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## Terms of reference for on-site activities and missions

**Action code and partner country:** SOCIEUX 2025-33 JORDAN

**Action title:** Building GFJTU's Capacity for a Just Transition and Green Economy Engagement

**Partner institution:** General Federation of Jordanian Trade Unions (GFJTU)

**Activity number and title:**

- Activity 2: Workshops on just transition, green jobs and climate policy (online)

**Tentative dates of implementation and location:**

- 23 March 2026 until 17 April 2026: at distance preparation
- Sunday 19 until Thursday 23 April 2026: online
- 27 April until 8 May 2026: drafting of deliverables

**Expert positions and responsibilities:**

**Principal expert (Expert 1): Labour and Just Transition Specialist**

**Area(s) of expertise:** Decent Work, Future of Work, Green Jobs, Labour Relations

**Specific skill(s) and competency(ies) of expertise:** Governance, transparency & accountability, P&S making and development

**Expert 2: Training and Capacity Development Specialist**

**Area(s) of expertise:** Work, Labour Law, Education and training

**Specific skill(s) of expertise:** Individuals' capacity building/training

**Workload:**

Activity 2 – Expert 1 : Total 13 days (13 days at distance)

Activity 2 – Expert 2 : Total 11 days (11 days at distance)

**Call for experts' reference:** 25-33/JOR/2

**6 February 2026**

# 1. Background information

## 1.1. Country Overview

Jordan is a constitutional monarchy in the Middle East with a population of over 11 million, officially known as the Hashemite Kingdom of Jordan. Its capital is Amman, and it shares borders with Syria, Iraq, Saudi Arabia, and Israel/Palestine, with a coastline on the Red Sea via the Gulf of Aqaba. Its government functions as a unitary parliamentary constitutional monarchy, headed by King Abdullah II. The King exercises executive authority through a Prime Minister.

The economy grew about 2.5% in 2024 and is expected to grow around 2.7% in 2025. Inflation is low, around 2.2% in early 2025 with expectations of around 2% for the year. Key structural constraints remain: high unemployment (especially youth), public sector debt, reliance on foreign aid and remittances, and vulnerability to external shocks.

Jordan's Human Development Index value for 2023 is 0.754 which puts the country in the high human development category. The Gender Inequality Index is at 0.471 and the Gender Development Index at 0.887 as per the UN Women data hub. Jordan has a National Strategy for Women (2020–2025) and an updated National Action Plan on Women, Peace and Security (2022–2025) — these function as national gender equality frameworks.

Jordan has an SDG Index score of 70.99 ranking at 71 out of 167 countries. Major challenges remain linked SDG 8: Decent work and economic growth, mainly for indicators unemployment rate, adjusted GDP growth index, victims of modern slavery (<https://dashboards.sdgindex.org/>).

## 1.2. Sector Situation

Jordan faces mounting climate-related and economic challenges, requiring a strategic shift towards sustainable, low-carbon development. National policies on climate change, energy transition, and sustainable development are evolving (Jordan's National Green Growth Plan (NGGP), the Updated Nationally Determined Contributions (NDCs), and the National Climate Change Policy (2022–2050)), but labor considerations—such as decent work, social protection, and worker reskilling—remain insufficiently integrated.

The GFJTU has a critical role to play in shaping an inclusive, fair, and just transition. However, it currently faces several structural and capacity-related challenges:

- Limited technical expertise on environmental policies and green economy frameworks.
- Low awareness among union members regarding climate change and green jobs opportunities.
- Weak participation in social dialogue and limited influence in shaping national climate and energy strategies.
- High exposure of workers in vulnerable sectors such as mining, construction, and manufacturing.
- Policy and regulatory gaps that fail to adequately integrate labor priorities.
- Uncertain funding and limited institutional support for labor-centered transition measures.

Given these challenges, targeted technical assistance is needed to enhance GFJTU's institutional capacity, deepen its engagement in policy processes, and empower workers to participate meaningfully in shaping Jordan's green economy transition.

## 1.3. Role of Partner Institution in the Sector

The General Federation of Jordanian Trade Unions (GFJTU), established in 1954 and based in Amman, is the main umbrella organization representing workers' unions in Jordan. It comprises 17 officially recognized unions and advocates for workers' rights, fair wages, and improved working conditions. The GFJTU is affiliated with the International Trade Union Confederation (ITUC) and the Arab Trade Union Confederation (ATUC).

GFJTU engages with the social partners on labour reforms, and supports initiatives such as minimum wage adjustments and legal protections for workers, including migrants and refugees.

GFJTU stands for enhancing livelihoods, democratic engagement, equal opportunity, decent working conditions, and empowerment across its diverse membership.

GFJTU envisions a modern, empowered labor movement that ensures a dignified life for all workers. It aims to be a driving force behind socio-economic development in Jordan through a democratic internal structure that upholds trade union rights and freedoms. By building strong institutional capacity, the GFJTU seeks to enhance workers' negotiating power, promote social dialogue with employers and government, and secure decent work conditions and fair wages for its members—all in service of contributing to the nation's stability and prosperity.

The Federation recently created a Just Transition Unit, which will be the focus of this SOCIEUX+ action, as this Unit must still build up its capacity and purpose.

The Federation is currently under the leadership of President Khaled Al-Fanatseh, who was elected during the most recent electoral cycle in August 2024.

## 2. Action Description

### 2.1. Overall Objective

The institutional capacities of employment, labour and social protection institutions are strengthened and consolidated.

### 2.2. Specific Objective(s) (Purpose)

To strengthen the technical capacity of the GFJTU to effectively promote just transition principles, and actively engage in shaping green economy policies and strategies in Jordan

### 2.3. Expected Results

The Just Transition Unit of GFJTU's role, scope of intervention, training needs, and strategy are defined

GFJTU's knowledge on just transition and green economy policies is enhanced

### 2.4. Final Deliverables

- Training needs assessment, training plan, and scope and purpose of the Just Transition Unit
- Training toolkit and materials
- Just Transition Roadmap for GFJTU

# Methodology

## 2.5. General Methodology (of the Action)

The first activity will have identified the knowledge and skill gaps among GFJTU's staff, union leaders and members regarding green transition principles. It will also have identified the role and scope of intervention of the newly created Just Transition Unit.

The aim of the second activity will be to build awareness, capacity, and strategic alignment among GFJTU's Just Transition Unit, the Federation at large, and its members on how to integrate Just and Green Transition principles into their advocacy, collective bargaining, and policy engagement. The workshops shall integrate elements related to the Corporate Sustainability Due Diligence Directive.

The methodology used will follow participatory learning principles and will combine interactive presentations, case studies and scenario exercises, groups discussions, and action planning sessions to translate the learning into union strategies. It shall also be gender-responsive, inasmuch as participants should also understand the gendered effects of the green transition on employment, identify risks of gender bias in restructuring, technology adoption, and green jobs policies, integrate gender-sensitive measures into bargaining, policies, and union education programs.

The training will be carried out online and make use of SOCIEUX+ e-learning platform to ensure sustainability. It will also integrate a training of trainers aspect to ensure the potential multiplying effect of the training. The Partner Institution shall identify relevant participants and ensure their presence, as well as the location and logistics of the training activity.

Translation and interpretation English - Arabic will be needed and commissioned by SOCIEUX+.

## 2.6. Planned Activities (Work Plan of the Action)

The following activities are currently planned for the action:

- Activity 1 – Capacity and training needs assessment on just transition principles
- Activity 2 – Workshops on just transition, green jobs and climate policy
- Activity 3 – Just and Green Transition Institutional Roadmap for GFJTU

The present terms of reference cover the services expected for activities of the above work plan:

- **Activity 2 – Workshops on just transition, green jobs and climate policy**

## 2.7. Inclusion of cross-cutting issues

SOCIEUX+ recognises the importance of including cross-cutting issues in social protection, labour and employment policies and systems. The following cross-cutting issues are duly taken into account

- Gender equality.
- Good governance.
- Environmental sustainability.
- Human rights (including rights of children, people living with disabilities, vulnerable groups and minorities).
- Social and economic inclusion of vulnerable groups.

- Inequality.

## 3. Activities description

### 3.1. Training format

The training activity will be implemented remotely.

### 3.2. Learning objectives

Learning objectives will be defined during the preparation stage and will build upon the previously conducted training needs assessment. The goal will be for participants to understand the key concepts and global frameworks behind the just and green transition, analyze how environmental, social, and economic challenges affect workers and sectors, identify trade union roles and strategies in promoting fair, inclusive and sustainable transitions, and develop initial action points or policy recommendations for their federation.

### 3.3. General methodology

The training activity will be implemented remotely (refer to §4.1) and will be delivered using the SOCIEUX+ E-Learning Platform (<https://elearning.socieux.eu>).

In the preparation phase, Experts will develop the training modules relevant to the learning objectives, as well as the corresponding training materials and tools, and define the specific target audience in collaboration with the Partner Institution (PI). It is recommended that a pre-assessment of the skills, knowledge and learning needs of the audience is made during the preparation phase, through structured interviews of key individuals at the PI or surveying of selected members of the audience.

The findings and training proposals emerging from the preparation phase shall be developed into the 'Training Methodology' (TMT), a template for individual capacity building activities design provided by SOCIEUX+. Experts will indicate the key characteristics of the training (learning objectives, audience, agenda, roles of trainers, gender responsiveness, etc.) and fill the training Matrix in which the appropriate modules format and tools and the associated materials shall be specified. Experts will also set up means for the verification of learning progress (e.g. intermediate/final assessment).

It is essential that wording and language (including visual contents) used in training materials and during the delivery of the training be gender inclusive. The use of these materials is suggested for this purpose: GENDER-NEUTRAL LANGUAGE in the European Parliament

([GNL\\_Guidelines\\_EN.pdf](#) Toolkit on gender-sensitive communication | European Institute for Gender Equality

The PI will work together with Experts supporting the preparation and implementation of the activity. One, or more, resource person(s) shall be appointed by the PI to support experts in the material and technical organisation of the trainings. The organisation of the logistics necessary for the activity and ensuring attendance is of the responsibility of the PI; in particular, the PI will have the responsibility to invite participants to the training's venue and to ensure attendance. In case of remote training, logistic support encompasses the provision of connectivity for participants to be able to join the E-Learning Platform; in parallel, SOCIEUX+ Team will support participants to enrol and have access to the Platform.

At the end of the trainings, upon assessment, participants may be awarded an attendance certificate. Certification of participation will only be provided for trainings whereby final-scored assessments of and feedback questionnaires (PAF) by participants have been collected.

## 3.4. Main tasks of the expert team

### 3.4.1. Preparation

1. Ahead of the on-site mission, get substantial knowledge of the local context; review relevant background documents provided by SOCIEUX+ and the PI;
2. Develop learning sub-objectives and define the specific target audience with the PI, and co-develop the mission's methodology and agenda, to be validated by SOCIEUX+;
3. Prepare the training and the assessment materials using SOCIEUX+ templates; this includes relevant materials to be uploaded and organized in the E-Learning Platform by SOCIEUX+ Course creator during the week preceding the training;
4. When the E-Learning Platform is used, and in view to allow time to Course creation, submit the Training Methodological Note (TMT) and the required training and the assessment materials to SOCIEUX+ team 6 working days before the start of the training;
5. Take part in a pre-mission briefing with SOCIEUX+ team before the mission; when the E-Learning Platform is used, a briefing with the Course creator can be organized during the week preceding the training in view of familiarizing with the format and functionality of the E-Learning Platform.

### 3.4.2. Implementation

1. Deliver the training sessions and the (pre/)post-training assessment(s), according to the approved Training Methodological Note (TMT);
2. Provide feedback to participants on assessments and key messages to take home;
3. At the end of the training, plan a short final session for participants to complete the feedback questionnaire for participants (PAF) online;
4. Be available to participate in a briefing with the EU Delegation in the Partner Country.

### 4.4.3. Reporting

1. Submit to SOCIEUX+ all the final deliverables (within 10 working days after the activity); an additional round of adjustments may be conducted in interaction with SOCIEUX+ and the Partner;
2. When the E-Learning Platform is used, make sure that the training materials' final versions are stored in the E-Learning Platform;
3. Provide visibility and knowledge development materials to SOCIEUX+ as relevant. Any materials must be taken/used with the consent of participants.
4. Participating in a debriefing with SOCIEUX+ team.

## 3.5. Deliverables

### 3.5.1. Pre-mission Deliverables

- P1: A Training Methodological Note (TMT), detailing the learning objectives, audience, working approach, tools and methods to employ, a risks analysis, etc. (template provided). All training materials are annexed and stored according to instructions.

### 3.5.2. Final Deliverables

- D1: An individual Expert Mission Report (ExMR) (template provided). It is a confidential product intended solely for SOCIEUX+. The expert team may also submit a single-joint ExMR report.
- D2: An individual Expert Feedback Form (ExF) completed online (see instructions and link on the ExMR template).
- D3: A collective Activity Report (AcR) (template provided). This AcR is to be produced jointly by the mission team. It is intended for the PI, and will be shared, most probably, with key stakeholders of the action. The report will reflect the tasks conducted during the activity. Annex to AcR: All training materials, including assessments and tools developed during the training sessions. Their final versions have to be stored in the SOCIEUX+ E-Learning Platform, if the latter is used.

### 3.5.3. Deliverables expected from Regional or Non-EU Expert (if relevant)

In case triangular cooperation is part of the activity, the regional or non-EU expert shall elaborate distinct deliverables, namely:

- Contribute to Expert Mission Report (ExMR; dedicated section on the sharing on international and regional experiences). Additionally, an individual completed Expert Feedback Form (ExF) shall be completed online (see instructions and link on the ExMR template).
- A technical report compiling the regional models and practices showcased during the activity.

## 4. Reporting and submission of deliverables

### 4.1. Formats

*All deliverables and products of the activity* (notes, reports, presentations, etc) shall comply with the formats and templates provided by the SOCIEUX+ Team.

All deliverables are to be submitted in electronic editable versions (Microsoft Word, PowerPoint and Excel; or equivalent OpenDocument format). Non-editable electronic documents, such Portable Document Format (PDF), will not be accepted.

*Templates for electronic presentations* during the activity/mission are provided by the SOCIEUX+ Team. These templates are in Microsoft PowerPoint format and comply with the SOCIEUX+ corporate image standards. These templates are to be used as a sole format by all members of the expert mission team. They are to be used for all presentations by the experts during and for the activity/mission. The use by the experts of their own, or their organisation(s), templates or formats is not allowed unless otherwise instructed in writing [by email] to the experts by the SOCIEUX+ Team.

All versions of deliverables or other products used or produced during activity/mission by the experts shall include the following disclaimer:

*“Disclaimer:*

*The responsibility of this publication lies solely with its authors. Neither the European Union, the European Commission, the implementation partners of SOCIEUX+, nor the SOCIEUX+ Staff are responsible for any use that may be made of the information contained therein.”*

*Please refer to the expert information package for further guidance on communication and templates.*

All deliverables must be provided in English, or in the language of the Partner Institution.

## 4.2. Submission and approval

All deliverables' versions (drafts, final or other) shall be submitted directly and only to the SOCIEUX+ Team, unless otherwise instructed in writing [by email] to the experts by the SOCIEUX+ Team.

### 4.2.1. Pre-mission deliverables

- Pre-mission deliverables shall be first agreed upon with the Partner Institution and then submitted to the SOCIEUX+ Team no later than six working days before the departure on mission of the Experts Team.
- The validated TMT and supporting materials will be transferred to the creator of the SOCIEUX+ course who will be responsible for uploading and organizing the training materials on the SOCIEUX+ Online Learning Platform during the week prior to the training, in liaison with the experts.
- Pre-mission deliverables will be shared with and reviewed by SOCIEUX+. Feedback on the deliverables should be provided to the FFM Team no later than three working days before the departure on the mission of the experts. Comments and recommendations from this feedback shall be taken into account for the implementation of the activity/mission by the experts. An updated version of the MeN, integrating the SOCIEUX+ Team's feedbacks and recommendations shall be resubmitted by the Experts Team at the earliest possible occurrence.

### 4.2.2. Final deliverables

- The first draft versions of the final deliverables must be submitted by the Experts Team to the SOCIEUX+ Team no later than ten working days after the completion of the Experts Team's mission.
- Feedback from the SOCIEUX+ Team on the first draft version of the report should be provided within five working days of its submission.
- The Experts Team is expected to incorporate this feedback into the draft versions within five working days of receiving the comments.
- The second draft version of the deliverables shall be submitted by the SOCIEUX+ Team to the PI for review and approval. The PI must approve or provide comments and/or requests for amendments within five working days of receipt.
- If comments and/or requests for amendments are received, the Experts Team will have an additional five working days to finalize the deliverables. Generally, only one round of feedback and revision is permitted.
- Final payments and reimbursement of travel costs to experts can only be authorised upon approval of the final version of the deliverables by the PI and SOCIEUX+.

## 5. Required expertise

### 5.1. Expertise profile

#### Principal expert: Labour and Just Transition Specialist

Area(s) of expertise: Decent Work, Future of Work, Green Jobs, Labour Relations

Specific skill(s) and competency(ies) of expertise: Governance, transparency & accountability, P&S making and development

#### Requirements (essential/required):

##### a) The education type and level required:

“Master’s” degree (or equivalent advanced academic degree or diploma requiring 4 years of formal education) in the areas of expertise (see above), or another directly related discipline such as **Labour Studies, Industrial Relations, Environmental Policy, or Sustainable Development**. In its absence, the master’s degree can be replaced by a combination of academic degree(s) with relevant years of work/professional experience combining the area of expertise and specific skills requested:

- An intermediate academic degree (“Bachelor”, equivalent degree or diploma requiring three (3) years of formal education) with an additional three (3) years of working/professional experience; or,
- A first-level academic degree (“License”, equivalent degree or diploma requiring two (2) years of formal education) with an additional five (5) years of working/professional experience.

The additional work experience used in calculating academic equivalence shall not count towards the minimum general professional experience.

##### b) The number of years of relevant work/professional experience combining the area(s) of expertise and demonstrated specific skill(s) & competence(s): **10 years**

##### c) Required language knowledge: **English**

*N.B.: Translation and interpretation services may be commissioned by SOCIEUX+.*

##### d) Other essential qualification(s):

- Proven expertise in Just Transition, climate change and labour, or green economy.
- Experience conducting capacity or training needs assessments in labour or social dialogue contexts.
- Strong understanding of collective bargaining, social dialogue, and decent work frameworks.
- Facilitation and participatory research methods.

#### Additional assets (advantageous in selection):

- e) Experience working with the ILO, ITUC, GUFs, or other labour-oriented international agencies.
- f) Having passed the SOCIEUX+ e-learning ‘Acting upon inequality’. SOCIEUX+ aims to do no harm and contribute to the reduction of inequalities. Hence, we highly recommend doing this short e-course. It takes about 2h30.

g) Having passed the SOCIEUX+ e-learning '[Acting upon inequality](#)'. SOCIEUX+ aims to do no harm and contribute to the reduction of inequalities. Hence, we highly recommend doing this short e-course. It takes about 2h30.

### **Expert 2: Training and Capacity Development Specialist**

Area(s) of expertise: Work, Labour Law, Education and training  
 Specific skill of expertise: Individuals' capacity building/training

***Requirements (essential/required):***

a) The education type and level required:

"Master's" degree (or equivalent advanced academic degree or diploma requiring four years of formal education) in the areas of expertise (see above), or another directly related discipline, such as an advanced degree in **Adult Education, Organizational Development, or Human Resources** with a focus on capacity building for social partners or civil society. In its absence, the Master's degree can be substituted with a combination of academic degree(s) and relevant years of work/professional experience combining the area of expertise and specific skills requested:

- An intermediate academic degree ("Bachelor's", equivalent degree or diploma requiring three years of formal education) plus an additional three years of working/professional experience; or,
- A first-level academic degree ("License", equivalent degree or diploma requiring two years of formal education) with an additional five years of working/professional experience.

The additional work experience used in calculating academic equivalence shall not count towards the minimum general professional experience.

b) Number of years of relevant work/professional experience combining the area(s) of expertise and demonstrated specific skill(s) & competence(s): **7 years**

c) Required language knowledge: **English**

*N.B.: Translation and interpretation services may be commissioned by SOCIEUX+.*

d) Other essential qualification(s):

- Experience in training design, curriculum development, or education planning.
- Demonstrated experience with labour education, green skills, or sustainable development capacity building.
- Experience working with unions, NGOs, or social partners on worker education programs.
- Competency-based training design and participatory learning methodologies.

***Additional assets (advantageous in selection):***

e) Familiarity with the ILO's Guidelines for a Just Transition, or union-led climate justice initiatives. Professional recognised certification(s)

f) Having passed the SOCIEUX+ e-learning '[Acting upon inequality](#)'. SOCIEUX+ aims to do no harm and contribute to the reduction of inequalities. Hence, we highly recommend doing this short e-course. It takes about 2h30.

## 5.2. Estimated workload

	Preparation	Distance work	Reporting & deliverables	Total
<b>Principal expert (#1)</b>	5	5	3	13
<b>Expert (#2)</b>	4	5	2	11
<b>Total experts</b>	<b>9</b>	<b>10</b>	<b>5</b>	<b>24</b>

# 6. Applications

## 6.1. Call for Experts

All calls for experts for SOCIEUX+ activities are published online on the SOCIEUX+ website. Interested experts should submit their application on the SOCIEUX+ online expert database: <https://pmt.socieux.eu>. The application process is as follows:

1. If they have not already done so, experts must create a SOCIEUX+ account by clicking “Create an account” and providing a valid email address.
2. Login details for their account will be sent to experts by email, experts should create and submit their profile for review by<sup>1</sup>:
  - a. Providing contact details
  - b. Providing information on the competencies, skills and working history of the expert. Experts are required to provide only limited information through fields marked with an asterisk. However, *experts are encouraged to complete in most detail the sections on skills and competencies as the SOCIEUX+ Team also regularly reviews profiles in the roster to identify and contact potential experts for future missions.*
  - c. Uploading of a curriculum vitae, preferably in Europass format<sup>2</sup>.
3. Once the SOCIEUX+ Team approves their profile, they can apply to any available calls for experts accessible under the tab “Call for Experts” and click on “Apply”.

Applications are reviewed on a rolling basis, and positions may be filled as soon as suitable candidates are identified.

Experts can be identified and selected following a non-competitive procedure, which applies only in four specific circumstances:

- Experts to be mobilized from a ‘preferred institution’, i.e. the EU MS public entity indicated by the PI in the REF as the desired and most suitable learning model and source of expertise;
- Experts to be mobilized, on the request of the PI, from a ‘supporting entity’, i.e. a national or international development partner that supports the PI on the same or a similar area of work concerned by the request;
- Experts to be mobilized to accompany a study-visit by a PI’s delegation to a EUMS, i.e. a public expert from one of the EUMS’ hosting institutions;
- Experts to be mobilized from PCs or former PIs for triangular cooperation.

For more information, please contact SOCIEUX+ by email at [experts@socieux.eu](mailto:experts@socieux.eu) with the reference number of the application.

Collaborative or interested institutions wishing to make expertise available for a specific call for application may directly contact the team of SOCIEUX+ at [experts@socieux.eu](mailto:experts@socieux.eu).

<sup>1</sup> SOCIEUX+ expert database and other management tools comply with the General Data Protection Regulation (GDPR) - Regulation (EU) 2016/679.

<sup>2</sup> Europass templates for CVs are available here: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions>

## 6.2. Selection of Experts

SOCIEUX+ primarily mobilises experts from the public administrations and mandated bodies of EU Member States, as well as practitioners working for social partners, including:

- Practitioners, civil servants and employees from publicly mandated bodies;
- Collaborators and employees of social partner institutions, such as trade unions and employer associations; and
- Academic and research institutions.
- Regional experts: they provide significant added value, since they belong to the institutions with which SOCIEUX has already worked in the region where the action will be carried out. In addition, regional experts/s can provide a contextualized perspective on the socio-political, economic and cultural realities of the region, which reinforces the relevance, feasibility and sustainability of proposals and outcomes.

Active public experts from collaborative institutions are given priority in the selection. Private consultants may also apply. Their application will be considered if an appropriate public expert cannot be identified. The mobilisation of experts currently employed with specialised international agencies is limited to activities and/or actions that are jointly implemented with that expert's agency of origin, indicated as the "Supporting Entity" in the Request.

Only short-listed applicants may be contacted. The selection process may include interviews by phone or other communication methods.

Interested candidates may download the **Guide for Experts and Collaborative Institutions** with detailed information on contracting with SOCIEUX+ at [www.socieux.eu](http://www.socieux.eu)

At SOCIEUX+ we value all experts as unique individuals, and we welcome the variety of experiences they bring to the Facility. As such, we have a strict non-discrimination policy. We believe everyone should be treated equally regardless of race, sex, gender identification, sexual orientation, national origin, native language, religion, age, disability, marital status, citizenship, genetic information, pregnancy, or any other characteristic protected by law. If you feel that you have been discriminated against, please let the SOCIEUX+ team know as soon as possible. Every complaint will be appropriately investigated.

## 6.3. Contracting of public experts

Public experts can be on active duty or retired. Retired employees from international specialised agencies or cooperation agencies can also be mobilised, regardless of whether their former employer collaborates with SOCIEUX+ on a specific action. Retired experts are considered public experts for all purposes, benefits, and financial compensation provided by SOCIEUX+.

Short-listed candidates may be required to provide their employer's contact details or proof of their ability to be directly contracted under their status as a civil servant or public employee.

Contracting Options:

- **Active French Public Expert** (Contracted by Expertise France)

Engagement letter (+ Cumulation of Activities form signed by the hierarchical superior)

- **Active Spanish Public Expert**

Spanish public servants will be contracted by FIIAPP according to its internal rules.

- **UE Public Expert** (including French and Spanish retired or private experts)
  - > Service contract with expert (+ Authorisation document from employer indicating the dates of the activity + a tax identification number (TIN) to be able to issue an invoice; or
  - > Umbrella company: experts who do not have a tax identification number allowing them to invoice for services in their country, but they are authorised to sign temporary employment contracts under local legislation; or
  - > Service contract with institution: experts without a TIN and unable to sign an employment contract under local legislation.
- **Regional expert:** Depending on local legislation and the preferences of the expert's institution, the contract will be signed either directly with the expert or with the institution to which he/she belongs.

## 6.4. Financial compensations

Contracted officials or active-duty or retired employees are entitled to standard fixed allowances of 350 euros per working day worked. The fees of private consultants are negotiated according to their number of years of relevant expertise and the standard scale of SOCIEUX+.

Retired experts are treated as public employees for all intents, purposes, benefits and financial compensation provided by SOCIEUX+.

National regulations on remuneration and compensation of public employees and civil servants apply and may limit the payment of allowances by SOCIEUX+. Compliance and verification are the responsibility of individual experts and their institutions of origin. The payment of income or other taxes is the sole responsibility of the mobilised experts and/or their organisations.

## 6.5. Travel costs

All travel expenses for the mobilised experts (public, private or international institutions) are covered by SOCIEUX in accordance with the [Guide for Experts and Collaborative institutions](#) (version as of the date of the contract signature), which provides detailed information on contracting with SOCIEUX+.

## 7. Communication & Visibility

SOCIEUX+ may use its communication channels, such as its website, newsletter and other media to share information on the implementation and results of the activities. To this end, contributions from mobilised experts are envisaged.

Small contributions for communication and visibility purposes, such as photographs, short texts and interviews, may be requested. Before and after the mission, short briefings may be organised with the SOCIEUX+ Communication Officer. These briefings will provide an opportunity to identify communication opportunities and strategies.

The correct use of SOCIEUX+ templates and visibility elements will be ensured in accordance with EU visibility guidelines. For specific activities and events and under certain circumstances, visibility products such as brochures, folders, USB sticks, notebooks and other products may be made available to experts for face-to-face distribution.

## 8. Code of conduct

Experts mobilised by SOCIEUX+ will provide technical assistance from the preparatory stages of each activity through the delivery of products. The SOCIEUX+ Team will support experts in fulfilling their assignments by assisting and advising on the preparation of background materials before meetings. The SOCIEUX+ Team will also collect feedback from partner institutions and relevant stakeholders to ensure that mission reports and recommendations are delivered to national authorities, EU Delegations in partner countries, and the European Commission.

Experts mobilized do not represent SOCIEUX+ or the EU. Their technical opinions and recommendations are their own and do not reflect the official stance of SOCIEUX+ or the EU. They shall refrain from expressing negative opinions about the implementation of actions supported by SOCIEUX+ to third parties. However, they should be familiar with SOCIEUX+'s objectives and operations and promote its services to the best of their knowledge, whenever possible and feasible.

Experts shall perform their duties in the partner country in a manner that fully respects local institutions, policies, and cultural norms. They shall adopt culturally sensitive behavior when interacting with their local counterparts.



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## About SOCIEUX+

SOCIEUX+ EU Expertise on Social Protection, Labour and Employment is a technical cooperation facility established and co-funded by the European Union (EU), France, Belgium and Spain. It aims to enhance access to better employment opportunities and inclusive social protection systems, with a particular focus on women, youth, and vulnerable groups.

The Facility focuses on strengthening institutional capacities in partner countries, promoting social protection, decent work and responsible business practices. It also supports public institutions in preparing for and responding to EU directives and Member States' legislation on Corporate Sustainability Due Diligence expectations.

SOCIEUX+ targets partner countries' public authorities responsible for labour, employment, and social protection, as well as social partners, including employers' and workers' organizations involved in social dialogue. These entities are encouraged to apply for SOCIEUX+ technical cooperation.

Activities carried out by SOCIEUX+ are demand-driven, short-term, and primarily based on peer-to-peer cooperation between experts from EU Member States and partner countries.

SOCIEUX+ is implemented by a partnership composed of Expertise France (the partnership lead), France Travail, the Belgian Federal Public Service for Social Security through the Belgian International Cooperation on Social Protection (BELINCOSOC), the Belgian Development Agency (Enabel), and the Fundación para la Internacionalización de las Administraciones Públicas (FIAP) from Spain.

More information: [www.socieux.eu](http://www.socieux.eu)



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