



LIETUVOS NUOLATINĖ ATSTOVYBĖ EUROPOS SĄJUNGOJE

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Viešojo valdymo agentūrai
LR užsienio reikalų ministerijai
LR vidaus reikalų ministerijai
LR socialinės apsaugos ir darbo ministerijai

2026-10-

Nr. (76.2.5E) S76-

DĖL NAUJŲ DARBO SKELBIMŲ PERSIUNTIMO

Persiunčiame Europos Sąjungos prieglobsčio agentūros (EUAA) raštą, kuriuo informuojama apie naujus darbo skelbimus įvairioms pareigybėms.

PRIDEDAMA: 30 lapų.

Vyriausiasis patarėjas,

Tomas Gražiūnas

Laikinais atliekantis Lietuvos nuolatinio atstovo Europos Sąjungoje funkcijas



External Vacancy Notice

Reference: EUAA/2026/TA/020

Publication: External
Title of function: Head of Pre-Accession Cooperation Sector
Category and grade: Temporary Agent* – AD 8

1. European Union Agency for Asylum

The European Union Agency for Asylum (hereinafter "EUAA"), established by Regulation (EU) 2021/2303¹, is a centre of expertise by virtue of its independence, the scientific and technical quality of the assistance it provides and the information it collects and disseminates, the transparency of its operating procedures and methods, its diligence in performing the tasks assigned to it, and the information technology support needed to fulfil its mandate.

Specifically, the EUAA focuses on:

- Contributing to ensuring the efficient and uniform application of Union law on asylum in the Member States in a manner that fully respects fundamental rights.
- Facilitating and supporting the activities of the Member States in the implementation of the Common European Asylum System (CEAS), including by enabling convergence in the assessment of applications for international protection across the Union and by coordinating and strengthening practical cooperation and information exchange.
- Improving the functioning of the CEAS, including through a monitoring mechanism² and by providing operational and technical assistance to Member States, in particular where their asylum and reception systems are under disproportionate pressure.

The organisational chart of the Agency can be consulted on the EUAA's website at: <https://euaa.europa.eu/about-us/who-we-are>

The Agency's headquarters are located in Malta with additional offices in Belgium, Italy, Greece, Spain, and Cyprus.

* See Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Union at <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:01962R0031-20250101>

¹ Regulation (EU) 2021/2303 of the European Parliament and of the Council of 15 December 2021 on the European Union Agency for Asylum and repealing Regulation (EU) No 439/2020, (OJ L 468, 30.12.2021, p. 1).

² Applicable legal provisions enter into force on 31 December 2023.



2. Job description

The Head of the Pre-Accession Cooperation Sector (PACS) will be working in the External Dimension Unit (EDU) within the Institutional and Horizontal Affairs Centre (C4) and will be responsible for the following tasks:

1. Lead the Pre-Accession Cooperation Sector within the External Dimension Unit;
2. Lead and manage the planning and implementation of capacity development support to EU pre-accession countries;
3. Supervise and provide guidance in the negotiation and implementation of agreements for external funding for the purpose of capacity development in EU pre accession countries, from both a substantive and budgetary perspective;
4. Ensure sound project management particularly for capacity development projects being implemented with external funding;
5. Advise on, and coordinate strategic cooperation with EU pre-accession countries in close liaison with other Units or Sectors as appropriate;
6. Engage and supervise the engagement of team members with national authorities in EU pre-accession countries as well as other stakeholders in those countries, such as international organisations and EU Delegations;
7. Coordinate the drafting, negotiation and conclusion of Working Arrangements and similar cooperation plans with and/or in relation to EU pre-accession countries and monitor and follow up on their implementation;
8. Coordinate and organise meetings, consultations and other activities and coordinate and supervise the drafting of briefing notes, concept notes, policy papers, speeches and meeting reports as required;
9. Moderate and participate in meetings representing the Agency as required;
10. Ensure monitoring of developments in EU pre-accession countries that relate to international protection;
11. Contribute to the drafting of the EUAA's Annual Work Programme, budget estimates and other strategic documents and contribute to monitoring and reporting on their implementation;
12. Perform any other tasks, in the interest of the service, as required by the Head of Unit or Head of Centre.

3. Requirements

A) Eligibility Criteria

Candidates will be considered eligible for selection based on the fulfilment of the following formal criteria, by the deadline for applications:

1. Have a level of education which corresponds to completed university studies of at least 4 years attested by a diploma and, after having obtained the university diploma, at least 9 years of appropriate professional experience, or

have a level of education which corresponds to completed university studies of at least 3 years attested by a diploma and, after having obtained the university diploma, at least 10 years of appropriate professional experience³;
2. Be nationals of one of the Member States of the European Union, Iceland, Liechtenstein, Norway, and Switzerland;
3. Be entitled to full rights as an EU citizen;
4. Have fulfilled any obligations imposed on them by the laws on military service;
5. Possess a thorough knowledge (level C1 in all dimensions as per the Common European Framework of Reference for Languages or CEFRL) of one of the official EU languages and a satisfactory knowledge (level B2 in all dimensions as per the CEFRL) of another one of these languages to the extent necessary for the performance of the duties pertaining to the post⁴;
6. Meet the character requirements for the duties involved⁵;
7. Be physically fit to perform the duties linked to the post⁶.

B) Selection Criteria

If the eligibility criteria set out in section A) *Eligibility criteria* are met, the candidates' applications will be evaluated on the following selection criteria. These criteria have been subdivided into two categories: **Essential** and **Advantageous** Selection Criteria.

³ Only diplomas issued by EU Member State authorities and diplomas recognised as equivalent by the relevant EU Member State bodies are accepted. If the studies determining eligibility took place outside the European Union, the candidate is required to present documentation attesting that their qualification is recognised by a European Union Member State body delegated officially for this purpose (such as a national Ministry of Education). Only candidates who have received an offer letter will be required to provide this documentation.

⁴ See <https://epso.europa.eu/en/selection-procedure/general-and-specific-eligibility-requirements>

⁵ Before the appointment, the successful candidate shall be asked to provide proof of a non-existent criminal record.

⁶ Before the appointment, the successful candidate shall be medically examined by one of the institutions' medical officers which will enable EUAA to ensure that he/she fulfils the requirement stated in Article 28(e) of the Staff Regulations of the Officials of the European Union.



Please note that all Essential criteria are mandatory, meaning that no application will be assessed further if a candidate obtains a zero score in any of the Essential Criteria.

The most suitable candidates with the highest overall scores will be invited to an interview.

Essential

1. Professional experience of at least five years relevant to section 2. Job description, in particular in coordination of capacity-building support and project management;
2. Professional experience in the coordination or management of a team of professionals;
3. Very good knowledge of the area of migration and international protection, particularly the EU legal framework relating to international protection;
4. Professional experience working with national authorities.

Advantageous

1. University degree in law, international relations, political science or in another field relevant to the job description;
2. Professional experience in capacity building in the field of international protection;
3. Professional experience working with EU pre-accession countries.

C) Evaluation during interviewing process

Candidates invited to the interviewing process (interview and written test) will be assessed based on the essential and advantageous criteria described in this Section, and the following additional criteria relevant to the post:

1. Thorough written and spoken communication skills in English, the working language of the EUAA;
2. Competent user of electronic office equipment and applications (word processing, spreadsheets, presentations, electronic communication, internet, etc.);
3. Excellent analytical capabilities and problem-solving skills;
4. Excellent diplomatic and negotiation skills;
5. Ability to motivate and coordinate staff members effectively in a multidisciplinary team, in a multicultural and multilingual environment;

6. Ability to delegate and monitor follow-up of activities;
7. Ability to communicate clearly and present complex subjects simply, both orally and in writing, including to the members of the team;
8. Knowledge of the mission and organisation of the EUAA.

In addition, the successful candidate should act and abide by the [EUAA's values](#) and the [EUAA Core Competencies](#).

4. Recruitment process

The Regulation which provides the legal basis for the EUAA was adopted on 15 December 2021 (Official Journal of the European Union L 468 of 30.12.2021).

A) Identifying eligible candidates

After the deadline for submission of applications, the Selection Committee will verify the submitted applications against the eligibility criteria described in Section 3A ("Eligibility Criteria"). Applications satisfying these conditions will then be assessed against the "Selection Criteria" under Section 3B.

B) Further analysis of applications

Following this initial assessment, the Selection Committee will compare the applications of eligible candidates with reference to:

- The Selection Criteria ("Essential" and "Advantageous");
- The overall quality of the application and the candidates' suitability for the post when compared to the established job profile.

Please note that the Essential Selection Criteria are mandatory, and no application will be further assessed if one of these criteria is not satisfied.

The Selection Committee will then establish a shortlist of the most suitable candidates to be invited for a written test, an interview, and/or other tests based on the order of merit. These assessments will be held in English and, where applicable, other languages.

Both shortlisted and not shortlisted candidates will be notified thereof.

C) Assessment phase

The assessment phase is composed of the following components:



- Technical competency written test and/or any other assessment deemed necessary for the post;
- Interview with the Selection Committee.

The assessment phase will be devised to evaluate the following components:

- General aptitude and language abilities to the extent necessary for the performance of their duties in accordance with Article 12(2)(e) of the Conditions of Employment of other Servants of the European Union (CEOS);
- Specific competences with reference to the applicants' profiles in line with the selection criteria included in the Vacancy Notice.

Please note that only candidates who are successful in the interview and written test will have the possibility of being placed on the reserve list.

This selection procedure may be organised online. In such case, further information will be provided by the Agency to candidates invited for an interview regarding the practical modalities for the assessment.

D) Verification of supporting documents

Only candidates who receive an offer letter will be required to present **originals or certified copies** of the documents listed below to confirm the accuracy and eligibility of the application against their supporting documents:

- A document proving their citizenship (e.g., passport);
- Any academic qualification mentioned in the application;
- Any professional experience mentioned in the application.

E) Establishing a reserve list

A reserve list will be established based on the outcome of the assessment phase and will remain valid until the end of the current year from the date of its establishment.

The reserve list may be extended at the discretion of the Executive Director. The established reserve list may be used for the recruitment of a similar post depending on the needs of EUAA.

Candidates shall note that inclusion on the reserve list does not guarantee recruitment. Recruitment will be based on availability of posts and budget.

Prior to taking up duties, the successful candidate will be asked to undergo a compulsory medical examination by one of the institutions' medical officers which will enable the EUAA to ensure that he/she fulfils the requirement stated in Article 28(e) of the Staff Regulations of the Officials of the European Union.

5. Equal opportunities

The EUAA applies an equal opportunities policy and accepts applications without discriminating on the basis of gender, race, colour, ethnic or social origin, genetic features, language, religion, political or any other opinion, membership of a national minority, property, birth, disability, age, or sexual orientation.

6. Conditions of employment

The successful candidate(s) will be appointed by the Executive Director following the selection procedure and will be recruited as a Temporary Agent according to Article 2(f) of the CEOS for a period of 5 years, which may be renewed. The Temporary Agent will undergo an initial probation period of nine months.

The Temporary Agent post in question will be placed in group AD 8. The basic salary of a **Temporary Agent, AD 8 (step 1)** is EUR **8,911.48** which is weighted by the local correction coefficient (for Malta currently 92.4%). In addition to the basic salary, the EUAA offers various allowances and benefits depending on personal circumstances, such as:

- Family allowances;
- Expatriation or foreign residence allowance;
- Entry into service-related allowances (travel expenses, daily subsistence allowances, removal expenses, installation allowances);
- Annual travel allowances;
- Social benefits;
- Benefits stemming from Agreements with national Governments;
- Benefits stemming from Service Level Agreements with pre-schools and schools;
- Wide range of leave entitlements;
- Benefits to support work-life balance;
- Relocation services in Malta.

The salaries of Staff members are subject to a European Union tax deducted at source. Staff members are exempt from national tax on salary and are members of the European Union social security and pension scheme.

For further information on Conditions of Employment please refer to EUAA website section [Work for EUAA](#) and to [Conditions of Employment of Other Servants of the European Union \(CEOS\)](#).

The place of employment is Malta.

7. Application procedure

All of the EUAA's vacancies can be found on our [Vacancies](#) page and online [e-Recruitment](#) tool. For applications to be valid, candidates shall use the EUAA's online e-Recruitment tool to create a candidate account, activate it, and complete all sections of the application form, as detailed in the [User Manual](#) found on the landing page. Candidates are requested to complete their application in English.

Incomplete applications will be disqualified and treated as non-eligible.

Please note that the selection process may take several months. In order to facilitate the selection process, all correspondence to candidates concerning this vacancy will be in English.

Candidates should not approach, directly or indirectly, the Selection Committee under any circumstances in relation to this recruitment process. The Executive Director reserves the right to disqualify any candidate who disregards this instruction.

Closing date:

The closing date for the submission of applications is **22 October 2026 at 12:00 pm** (noon - Malta time). The Agency will disregard any application received after this date and time.

Applicants are strongly advised **not to wait until the date of the deadline** to submit their applications. The EUAA is not held responsible for any delays in submission of applications due to technical difficulties or any other factors that may arise.

If a candidate is found to have provided false information at any stage in the selection procedure, the Agency is within its capacity to disqualify the candidate in question.

8. Data protection

The purpose of processing of the data submitted by the candidate is to manage the application(s) of the candidate in view of a possible selection and recruitment at the EUAA.

The Agency does not make public the names of successful candidates on reserve lists. However, it is possible that, for the purposes of recruitment and related planning purposes, members of the Agency's management may have access to reserve lists and, in specific cases, to the application of a candidate.

The personal information requested will be processed in line with [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. You may find more information on the processing of your personal data here: [Data Protection Notice Recruitment for Temporary and Contract Staff](#).

9. Appeal procedures

Any person to whom the Staff Regulations and the CEOS apply may submit to the competent Authority Empowered to Conclude Contracts of Employment a complaint against an act affecting him/her adversely within 3 months, pursuant to Article 90(2) of the Staff Regulations⁷ and under the conditions laid down therein. Complaints concerning this selection procedure may be lodged either by post or by e-mail using the following contact details:

The Executive Director
European Union Agency for Asylum
Winemakers Wharf,
MRS 1917
Malta

E-mail: edsecretariat@euaa.europa.eu

Any person to whom the Staff Regulations and the CEOS apply may also lodge an action before the General Court of the EU within 3 months, pursuant to Article 270 of the Treaty on the Functioning of the European Union⁸ (TFEU) and Article 91 of the Staff Regulations and under the conditions laid down therein. More information about the submission of an action before the General Court of the EU can be found [here](#).

Any citizen of the EU or natural person residing in the EU may lodge a complaint with the European Ombudsman pursuant to Article 228(1) of the TFEU in respect of an instance of maladministration. The complaint must be lodged within 2 years of the date when the facts on which it is based came to the attention of the complainant, and after making the appropriate administrative approaches to the EUAA, pursuant to Article 2(3) of the Regulation (EU, Euratom) 2021/1163⁹ and under the conditions laid down therein. More information about the submission of a complaint before the European Ombudsman can be found [here](#).

Please note that complaints with the European Ombudsman do not affect the time limits to file a complaint under Article 90(2) of the Staff Regulations or to lodge an action before the General Court of the EU pursuant to Article 270 of the TFEU and Article 91 of the Staff Regulations, in accordance with Article 2(8) of the Regulation (EU, Euratom) 2021/1163.

⁷ In accordance with Article 46 of the CEOS, “[t]itle VII of the Staff Regulations, concerning appeals, shall apply by analogy”.

⁸ Consolidated version of the Treaty on the Functioning of the European Union (OJ C 326, 26.10.2012, p. 47-390).

⁹ Regulation (EU, Euratom) 2021/1163 of the European Parliament of 24 June 2021 laying down the regulations and general conditions governing the performance of the Ombudsman’s duties (Statute of the European Ombudsman) and repealing Decision 94/262/ECSC, EC, Euratom (OJ L 253, 16/07/2021, p. 1-10).



External Vacancy Notice

Reference: EUAA/2026/TA/023

Publication: External
Title of function: Senior Operations Officer
Category and grade: Temporary Agent* – AD 7

1. European Union Agency for Asylum

The European Union Agency for Asylum (hereinafter "EUAA"), established by Regulation (EU) 2021/2303¹, is a centre of expertise by virtue of its independence, the scientific and technical quality of the assistance it provides and the information it collects and disseminates, the transparency of its operating procedures and methods, its diligence in performing the tasks assigned to it, and the information technology support needed to fulfil its mandate.

Specifically, the EUAA focuses on:

- Contributing to ensuring the efficient and uniform application of Union law on asylum in the Member States in a manner that fully respects fundamental rights.
- Facilitating and supporting the activities of the Member States in the implementation of the Common European Asylum System (CEAS), including by enabling convergence in the assessment of applications for international protection across the Union and by coordinating and strengthening practical cooperation and information exchange.
- Improving the functioning of the CEAS, including through a monitoring mechanism² and by providing operational and technical assistance to Member States, in particular where their asylum and reception systems are under disproportionate pressure.

The organisational chart of the Agency can be consulted on the EUAA's website at: <https://euaa.europa.eu/about-us/who-we-are>

The Agency's headquarters are located in Malta with additional offices in Belgium, Italy, Greece, Spain, and Cyprus.

* See Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Union at <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:01962R0031-20250101>

¹ Regulation (EU) 2021/2303 of the European Parliament and of the Council of 15 December 2021 on the European Union Agency for Asylum and repealing Regulation (EU) No 439/2020, (OJ L 468, 30.12.2021, p. 1).

² Applicable legal provisions enter into force on 31 December 2023.



2. Job description

The Senior Operations Officer will be working in the Operational and Technical Assistance Unit (OTAU) within the Operational Support Centre (C1). The Senior Operations Officer, under the guidance of the Head of OTAU, will implement Operational Plans, monitor and evaluate operational activities, programmes and other EUAA initiatives in Member States, including through coordination of Asylum Support Teams, statutory staff and experts assigned to the team, as well as through cooperation with other EUAA Centres, and related services.

Due to the nature of the tasks, this role involves frequent travel, including short or long-term missions, often at short notice. The Senior Operations Officer may also be reassigned to another operational activity or area (including change of place of employment) within EU, in the interest of the service.

The job holder will be responsible for the following tasks:

1. Supervise and coordinate the planning and execution of activities related to EUAA Operational Plans, programmes and initiatives, including resources deployment, procurement, budget and financial matters, with a specific focus on field implementation;
2. Support the design, development, implementation and monitoring of EUAA Operational Plans, programmes and projects, ensuring quality delivery and compliance with applicable EU legislation, relevant national and international frameworks, and EUAA policies, procedures and standards;
3. Coordinate requests for support from Member States and ensure the effective execution of existing Operational Plans, and projects in collaboration with relevant national and international stakeholders;
4. Represent the Agency in Member States as required, including as Coordinating Officer, actively liaising with relevant stakeholders, building strategic networks, maintaining strong professional relationships and reporting on field activities to the Unit's Management;
5. Coordinate and supervise Asylum Support Teams, statutory staff, and external experts assigned to the team;
6. Contribute to the development of specific operational tools for the implementation of EUAA operational plans in cooperation with the Operational and Technical Assistance Unit and, where appropriate, with other EUAA units/ sectors;
7. Organise and facilitate meetings, briefings, workshops, and network cooperation initiatives to foster collaboration in the field of EUAA Operations;
8. Provide regular reporting on the implementation and progress of EUAA Operational Plans and contribute to the preparation of high-level reports, briefings, strategic inputs and policy documents for Head of Unit and Senior management and decision-making purposes;



9. Support the implementation of operations-related activities, including the execution of administrative and financial workflows within the Unit as required to ensure operational business continuity;
10. Perform any other task, in the interest of the service, as required by the Head of Unit.

3. Requirements

A) Eligibility Criteria

Candidates will be considered eligible for selection based on the fulfilment of the following formal criteria, by the deadline for applications:

1. Have a level of education which corresponds to completed university studies of at least 4 years attested by a diploma and, after having obtained the university diploma, at least 6 years of appropriate professional experience, or

have a level of education which corresponds to completed university studies of at least 3 years attested by a diploma and, after having obtained the university diploma, at least 7 years of appropriate professional experience³;
2. Be nationals of one of the Member States of the European Union, Iceland, Liechtenstein, Norway, and Switzerland;
3. Be entitled to full rights as an EU citizen;
4. Have fulfilled any obligations imposed on them by the laws on military service;
5. Possess a thorough knowledge (level C1 in all dimensions as per the Common European Framework of Reference for Languages or CEFRL) of one of the official EU languages and a satisfactory knowledge (level B2 in all dimensions as per the CEFRL) of another one of these languages to the extent necessary for the performance of the duties pertaining to the post⁴;
6. Meet the character requirements for the duties involved⁵;

³ Only diplomas issued by EU Member State authorities and diplomas recognised as equivalent by the relevant EU Member State bodies are accepted. If the studies determining eligibility took place outside the European Union, the candidate is required to present documentation attesting that their qualification is recognised by a European Union Member State body delegated officially for this purpose (such as a national Ministry of Education). Only candidates who have received an offer letter will be required to provide this documentation.

⁴ See <https://epso.europa.eu/en/selection-procedure/general-and-specific-eligibility-requirements>

⁵ Before the appointment, the successful candidate shall be asked to provide proof of a non-existent criminal record.

7. Be physically fit to perform the duties linked to the post⁶.

B) Selection Criteria

If the eligibility criteria set out in section A) *Eligibility criteria* are met, the candidates' applications will be evaluated on the following selection criteria. These criteria have been subdivided into two categories: **Essential** and **Advantageous** Selection Criteria.

Please note that all Essential criteria are mandatory, meaning that no application will be assessed further if a candidate obtains a zero score in any of the Essential Criteria.

The most suitable candidates with the highest overall scores will be invited to an interview.

Essential

1. Proven professional experience of at least five years with tasks closely related to those described in Section 2. Job Description;
2. Proven professional experience in migration and/or international protection context and procedures;
3. Proven professional experience in the planning, development, design, implementation and monitoring of field operations or activities in a national or international context, using a Project Management methodology;
4. Proven professional experience in coordinating and/or managing teams;
5. Proven professional experience in stakeholder management including Member States' authorities, European Institutions, Agencies and Bodies, public administration entities and international and civil society organizations in the field of international protection.

Advantageous

1. Proven professional experience in the implementation of the Common European Asylum System (CEAS);
2. Professional experience in institutional decision-making processes in the field of migration and international protection;

⁶ Before the appointment, the successful candidate shall be medically examined by one of the institutions' medical officers which will enable EUAA to ensure that he/she fulfils the requirement stated in Article 28(e) of the Staff Regulations of the Officials of the European Union.

3. Proven professional experience within a European Institution/Agency/Body, and/or a public national administration, and/or an international organisation in the migration or international protection area.

C) Evaluation during interviewing process

Candidates invited to the interviewing process (interview and written test) will be assessed based on the essential and advantageous criteria described in this Section, and the following additional criteria relevant to the post:

1. Thorough written and spoken communication skills in English, the working language of the EUAA;
2. Competent user of electronic office equipment and applications (word processing, spreadsheets, presentations, electronic communication, internet, web-based tools etc.);
3. Excellent analytical and problem-solving skills;
4. Excellent planning and organisational skills;
5. Coordinating skills;
6. Ability to prioritise work, meet deadlines on multiple tasks and deliver under pressure;
7. Proactivity and ability to work independently;
8. Ability to work in an intercultural/interdisciplinary professional environment;
9. Strong communication and interpersonal skills, and ability to collaborate effectively with diverse stakeholders;
10. Strong service-oriented attitude and flexibility;
11. Knowledge of the mission and organisation of EUAA.

In addition, the successful candidate should act and abide by the [EUAA's values](#) and the [EUAA Core Competencies](#).

4. Recruitment process

The Regulation which provides the legal basis for the EUAA was adopted on 15 December 2021 (Official Journal of the European Union L 468 of 30.12.2021).

A) Identifying eligible candidates

After the deadline for submission of applications, the Selection Committee will verify the submitted applications against the eligibility criteria described in Section 3A (“Eligibility Criteria”). Applications satisfying these conditions will then be assessed against the “Selection Criteria” under Section 3B.

B) Further analysis of applications

Following this initial assessment, the Selection Committee will compare the applications of eligible candidates with reference to:

- The Selection Criteria (“Essential” and “Advantageous”);
- The overall quality of the application and the candidates’ suitability for the post when compared to the established job profile.

Please note that the Essential Selection Criteria are mandatory, and no application will be further assessed if one of these criteria is not satisfied.

The Selection Committee will then establish a shortlist of the most suitable candidates to be invited for a written test, an interview, and/or other tests based on the order of merit. These assessments will be held in English and, where applicable, other languages.

Both shortlisted and not shortlisted candidates will be notified thereof.

C) Assessment phase

The assessment phase is composed of the following components:

- Technical competency written test and/or any other assessment deemed necessary for the post;
- Interview with the Selection Committee.

The assessment phase will be devised to evaluate the following components:

- General aptitude and language abilities to the extent necessary for the performance of their duties in accordance with Article 12(2)(e) of the Conditions of Employment of other Servants of the European Union (CEOS);
- Specific competences with reference to the applicants’ profiles in line with the selection criteria included in the Vacancy Notice;

Please note that only candidates who are successful in the interview and written test will have the possibility of being placed on the reserve list.

This selection procedure may be organised online. In such case, further information will be provided by the Agency to candidates invited for an interview regarding the practical modalities for the assessment.

D) Verification of supporting documents

Only candidates who receive an offer letter will be required to present **originals or certified copies** of the documents listed below to confirm the accuracy and eligibility of the application against their supporting documents:

- A document proving their citizenship (e.g., passport);
- Any academic qualification mentioned in the application;
- Any professional experience mentioned in the application.

E) Establishing a reserve list

A reserve list will be established based on the outcome of the assessment phase and will remain valid until the end of the current year from the date of its establishment.

The reserve list may be extended at the discretion of the Executive Director. The established reserve list may be used for the recruitment of a similar post depending on the needs of EUAA.

Candidates shall note that inclusion on the reserve list does not guarantee recruitment. Recruitment will be based on availability of posts and budget.

Prior to taking up duties, the successful candidate will be asked to undergo a compulsory medical examination by one of the institutions' medical officers which will enable the EUAA to ensure that he/she fulfils the requirement stated in Article 28(e) of the Staff Regulations of the Officials of the European Union.

5. Equal opportunities

The EUAA applies an equal opportunities policy and accepts applications without discriminating on the basis of gender, race, colour, ethnic or social origin, genetic features, language, religion, political or any other opinion, membership of a national minority, property, birth, disability, age, or sexual orientation.

6. Conditions of employment

The successful candidate(s) will be appointed by the Executive Director following the selection procedure and will be recruited as a Temporary Agent according to Article 2(f) of the CEOS for a period of 5 years, which may be renewed. The Temporary Agent will undergo an initial probation period of nine months.

The Temporary Agent post in question will be placed in group AD 7. The basic salary of a **Temporary Agent, AD 7 (step 1)** is EUR **7,876.27** which is weighted by the local correction coefficient (for Malta

currently 92.4%). In addition to the basic salary, the EUAA offers various allowances and benefits depending on personal circumstances, such as:

- Family allowances;
- Expatriation or foreign residence allowance;
- Entry into service-related allowances (travel expenses, daily subsistence allowances, removal expenses, installation allowances);
- Annual travel allowances;
- Social benefits;
- Benefits stemming from Agreements with national Governments;
- Benefits stemming from Service Level Agreements with pre-schools and schools;
- Wide range of leave entitlements;
- Benefits to support work-life balance;
- Relocation services in Malta.

The salaries of Staff members are subject to a European Union tax deducted at source. Staff members are exempt from national tax on salary and are members of the European Union social security and pension scheme.

For further information on Conditions of Employment please refer to EUAA website section [Work for EUAA](#) and to [Conditions of Employment of Other Servants of the European Union \(CEOS\)](#).

The place of employment is Malta, however, depending on the Agency's evolving needs and in the interest of the service, the place of employment may also be a different location in which the Agency is operationally present.

7. Application procedure

All of the EUAA's vacancies can be found on our [Vacancies](#) page and online [e-Recruitment](#) tool. For applications to be valid, candidates shall use the EUAA's online e-Recruitment tool to create a candidate account, activate it, and complete all sections of the application form, as detailed in the [User Manual](#) found on the landing page. Candidates are requested to complete their application in English.

Incomplete applications will be disqualified and treated as non-eligible.

Please note that the selection process may take several months. In order to facilitate the selection process, all correspondence to candidates concerning this vacancy will be in English.

Candidates should not approach, directly or indirectly, the Selection Committee under any circumstances in relation to this recruitment process. The Executive Director reserves the right to disqualify any candidate who disregards this instruction.

Closing date:

The closing date for the submission of applications is **22 October 2026 at 12:00 pm** (noon - Malta time). The Agency will disregard any application received after this date and time.

Applicants are strongly advised **not to wait until the date of the deadline** to submit their applications. The EUAA is not held responsible for any delays in submission of applications due to technical difficulties or any other factors that may arise.

If a candidate is found to have provided false information at any stage in the selection procedure, the Agency is within its capacity to disqualify the candidate in question.

8. Data protection

The purpose of processing of the data submitted by the candidate is to manage the application(s) of the candidate in view of a possible selection and recruitment at the EUAA.

The Agency does not make public the names of successful candidates on reserve lists. However, it is possible that, for the purposes of recruitment and related planning purposes, members of the Agency's management may have access to reserve lists and, in specific cases, to the application of a candidate.

The personal information requested will be processed in line with [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. You may find more information on the processing of your personal data here: [Data Protection Notice Recruitment for Temporary and Contract Staff](#).

9. Appeal procedures

Any person to whom the Staff Regulations and the CEOS apply may submit to the competent Authority Empowered to Conclude Contracts of Employment a complaint against an act affecting him/her adversely within 3 months, pursuant to Article 90(2) of the Staff Regulations⁷ and under the conditions laid down therein. Complaints concerning this selection procedure may be lodged either by post or by e-mail using the following contact details:

The Executive Director
European Union Agency for Asylum
Winemakers Wharf,
MRS 1917
Malta

E-mail: edsecretariat@euaa.europa.eu

⁷ In accordance with Article 46 of the CEOS, "[t]itle VII of the Staff Regulations, concerning appeals, shall apply by analogy".

Any person to whom the Staff Regulations and the CEOS apply may also lodge an action before the General Court of the EU within 3 months, pursuant to Article 270 of the Treaty on the Functioning of the European Union⁸ (TFEU) and Article 91 of the Staff Regulations and under the conditions laid down therein. More information about the submission of an action before the General Court of the EU can be found [here](#).

Any citizen of the EU or natural person residing in the EU may lodge a complaint with the European Ombudsman pursuant to Article 228(1) of the TFEU in respect of an instance of maladministration. The complaint must be lodged within 2 years of the date when the facts on which it is based came to the attention of the complainant, and after making the appropriate administrative approaches to the EUAA, pursuant to Article 2(3) of the Regulation (EU, Euratom) 2021/1163⁹ and under the conditions laid down therein. More information about the submission of a complaint before the European Ombudsman can be found [here](#).

Please note that complaints with the European Ombudsman do not affect the time limits to file a complaint under Article 90(2) of the Staff Regulations or to lodge an action before the General Court of the EU pursuant to Article 270 of the TFEU and Article 91 of the Staff Regulations, in accordance with Article 2(8) of the Regulation (EU, Euratom) 2021/1163.

⁸ Consolidated version of the Treaty on the Functioning of the European Union (OJ C 326, 26.10.2012, p. 47-390).

⁹ Regulation (EU, Euratom) 2021/1163 of the European Parliament of 24 June 2021 laying down the regulations and general conditions governing the performance of the Ombudsman's duties (Statute of the European Ombudsman) and repealing Decision 94/262/ECSC, EC, Euratom (OJ L 253, 16/07/2021, p. 1-10).



External Vacancy Notice

Reference: EUAA/2026/TA/021

Publication: External
Title of function: Head of Governance Support and Systems Unit
Category and grade: Temporary Agent* – AD 10

1. European Union Agency for Asylum

The European Union Agency for Asylum (hereinafter "EUAA"), established by Regulation (EU) 2021/2303¹, is a centre of expertise by virtue of its independence, the scientific and technical quality of the assistance it provides and the information it collects and disseminates, the transparency of its operating procedures and methods, its diligence in performing the tasks assigned to it, and the information technology support needed to fulfil its mandate.

Specifically, the EUAA focuses on:

- Contributing to ensuring the efficient and uniform application of Union law on asylum in the Member States in a manner that fully respects fundamental rights.
- Facilitating and supporting the activities of the Member States in the implementation of the Common European Asylum System (CEAS), including by enabling convergence in the assessment of applications for international protection across the Union and by coordinating and strengthening practical cooperation and information exchange.
- Improving the functioning of the CEAS, including through a monitoring mechanism² and by providing operational and technical assistance to Member States, in particular where their asylum and reception systems are under disproportionate pressure.

The organisational chart of the Agency can be consulted on the EUAA's website at: <https://euaa.europa.eu/about-us/who-we-are>

The Agency's headquarters are located in Malta with additional offices in Belgium, Italy, Greece, Spain, and Cyprus.

* See Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Union at <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:01962R0031-20250101>

¹ Regulation (EU) 2021/2303 of the European Parliament and of the Council of 15 December 2021 on the European Union Agency for Asylum and repealing Regulation (EU) No 439/2020, (OJ L 468, 30.12.2021, p. 1).

² Applicable legal provisions enter into force on 31 December 2023.



2. Job description

The Head of Governance Support and Systems Unit (GSSU) will be working within the Institutional and Horizontal Affairs Centre (C4) and will be responsible for managing, coordinating and supervising the work of the Governance Support and Systems Unit and its staff.

The Governance Support and Systems Unit coordinates support activities in the areas of corporate programming, and reporting, management system implementation, and evaluation of Agency activities, and supports the development of corporate strategies. It is also responsible for internal coordination of horizontal activities across the Agency and preparation of documents and information provided to the Management Board Secretariat. Moreover, the Head of Unit acts as Deputy Business Continuity Coordinator. The unit consists of three sectors: Corporate Programming and Reporting Sector (CPRS), Management Systems and Evaluation Sector (MSES) and Coordination Sector (CORS).

The Corporate Programming and Reporting Sector (CPRS) has the following main tasks:

- Overseeing the performance of the Agency and establishing and maintaining corporate programming and reporting cycles;
- Drafting key corporate programming and reporting documents, including the single programming document (SDP) and the consolidated annual activity report (CAAR), and coordinating their review by the centres;
- Drafting and developing corporate strategies in collaboration with the centres;
- Coordinating data and information collection and analysis in relation to performance indicators and preparing quarterly status reports;
- Coordinating other internal and external reporting assigned to the Sector;
- Developing and maintaining the Agency's organisational portfolio of programmes and projects, including related methodologies.

The Management Systems and Evaluation Sector (MSES) has the following main tasks:

- Developing, implementing, and maintaining quality management initiatives in line with the Agency's regulatory framework; driving the Agency's work on (re)designing internal processes and procedures, identifying improvement opportunities; raising awareness of quality practices;
- Supporting the Business Continuity Coordinator and the Deputy Business Continuity Coordinator in implementing and maintaining business continuity management in line with the Agency's governance framework; providing the secretariat for related internal bodies;
- Developing, implementing, and promoting an environmental management framework and related initiatives in line with the Agency's strategy, the EU Agencies Network charter on the reduction of greenhouse gas emissions and responsible environmental management, and the European Green Deal; engaging in ensuring that the Agency fulfils prevailing requirements and legal compliance; raising awareness on environmental-related matters; providing the secretariat for related internal bodies;
- Supporting the Agency in achieving the longer-term objective of integration and optimisation of management systems and implementing relevant management systems;

- Coordinating document and records management and archiving, including document lifecycle management, promoting best practices and a business-driven approach;
- Developing, implementing, and maintaining harmonised internal processes and procedures for the effective management of governance-related documents; acting as document procedure owner and quality focal point for key governance document types;
- Managing the Agency's library services;
- Developing an evaluation strategy and culture in line with the Agency's evaluation framework, managing the Agency's evaluations including their planning, conduct and reporting on the implementation of management responses, delivering value-adding evaluations, such as meta-evaluations and randomised controlled trials, providing methodological guidance and support, and providing the secretariat for the Evaluation Advisory Group.

The Coordination Sector (CORS) has the following main tasks:

- Coordinating internally the Agency's preparatory work to ensure the quality, accuracy, consistency of documents and information provided to the Management Board Secretariat;
- Coordinating internally the Agency's lines to take for Management Board and Executive Board meetings;
- Liaising with the Management Board Secretariat to ensure the timeliness of submission of documents for Management Board and Executive Board meetings;
- Providing the Management Board Secretariat with regular input for the preparation of the Management Board workplans;
- Coordinating internally the Agency's cooperation with the Fundamental Rights Officer (FRO) through (a) horizontal fundamental rights focal point(s) and including, *inter alia*, the drafting of annual action plans for the implementation of the Agency's fundamental rights strategies, periodical reporting on the status of implementation of the plans to the Management Board, the Agency's comments and observations on the FRO's annual report, and the preparation of the Agency's responses to the FRO's observations following visits to the places where the Agency carries out operational activities;
- Coordinating internally the Agency's responses to recommendations made in evaluation reports;
- Coordinating other actions or tasks at corporate level, as determined by the Head of Centre.

The main tasks and responsibilities of the Head of Governance Support and Systems Unit will be:

A) Specific responsibilities

1. Steering and coordinating support activities in the areas of corporate planning, monitoring and reporting, management system implementation, and evaluation of the Agency activities;
2. Supervising the drafting of key corporate planning and reporting documents, and corporate strategies;



3. Overseeing the development and implementation of quality management initiatives and environmental management initiatives;
4. Acting as Deputy Business Continuity Coordinator; implementing and maintaining business continuity management in line with the Agency's governance framework;
5. Overseeing the internal coordination of horizontal activities across the Agency and preparation of documents and information provided to the Management Board Secretariat;
6. Leading improvements in the Governance Support and Systems Unit and exploring new approaches and practices that bring innovation to the work of the Unit.

B) General responsibilities

1. Leading and managing the staff of the Governance Support and Systems Unit;
2. Planning activities, monitoring the execution of the allocated budget and managing allocated resources and funds in accordance with the principles of good governance;
3. Coordinating and collaborating with other Units within the Centre and in other Centres in the EUAA to ensure synergies where possible and jointly achieve the EUAA's goals;
4. Liaising with EU Institutions, Agencies, Bodies, International Organisations, Member States' authorities and Civil Society Organisations under the direction of the Head of Centre;
5. Ensuring compliance with internal control systems and risk management processes;
6. Perform any other tasks, in the interest of the service, as required by the Head of Centre.

3. Requirements

A) Eligibility Criteria

Candidates will be considered eligible for selection based on the fulfilment of the following formal criteria, by the deadline for applications:

1. Have a level of education which corresponds to completed university studies of at least 4 years attested by a diploma and, after having obtained the university diploma, at least 12 years of appropriate professional experience, or



have a level of education which corresponds to completed university studies of at least 3 years attested by a diploma and, after having obtained the university diploma, at least 13 years of appropriate professional experience³;

2. Be nationals of one of the Member States of the European Union, Iceland, Liechtenstein, Norway, and Switzerland;
3. Be entitled to full rights as an EU citizen;
4. Have fulfilled any obligations imposed on them by the laws on military service;
5. Possess a thorough knowledge (level C1 in all dimensions as per the Common European Framework of Reference for Languages or CEFRL) of one of the official EU languages and a satisfactory knowledge (level B2 in all dimensions as per the CEFRL) of another one of these languages to the extent necessary for the performance of the duties pertaining to the post⁴;
6. Meet the character requirements for the duties involved⁵;
7. Be physically fit to perform the duties linked to the post⁶.

B) Selection Criteria

If the eligibility criteria set out in section A) *Eligibility criteria* are met, the candidates' applications will be evaluated on the following selection criteria. These criteria have been subdivided into two categories: **Essential** and **Advantageous** Selection Criteria.

Please note that all Essential criteria are mandatory, meaning that no application will be assessed further if a candidate obtains a zero score in any of the Essential Criteria.

The most suitable candidates with the highest overall scores will be invited to an interview.

Essential

1. Professional experience of at least five years acquired in positions relevant to the tasks and responsibilities described in section 2. Job description;

³ Only diplomas issued by EU Member State authorities and diplomas recognised as equivalent by the relevant EU Member State bodies are accepted. If the studies determining eligibility took place outside the European Union, the candidate is required to present documentation attesting that their qualification is recognised by a European Union Member State body delegated officially for this purpose (such as a national Ministry of Education). Only candidates who have received an offer letter will be required to provide this documentation.

⁴ See <https://epso.europa.eu/en/selection-procedure/general-and-specific-eligibility-requirements>

⁵ Before the appointment, the successful candidate shall be asked to provide proof of a non-existent criminal record.

⁶ Before the appointment, the successful candidate shall be medically examined by one of the institutions' medical officers which will enable EUAA to ensure that he/she fulfils the requirement stated in Article 28(e) of the Staff Regulations of the Officials of the European Union.



2. Professional experience at senior level in providing strategic advice to senior management on areas covered by section 2. Job description;
3. Professional experience of at least two years as a manager, including the management of allocated human and budgetary resources.

Advantageous

1. Post graduate degree, preferably in a field relevant to the job description (section 2);
2. Professional experience within the European Institutions, EU Agencies/Bodies, Joint Undertakings, or International Organisations;
3. Professional experience in leading and managing business transformations and organisational development initiatives.

C) Evaluation during interviewing process

Candidates invited to the interviewing process (interview and written test) will be assessed based on the essential and advantageous criteria described in this Section, and the following additional criteria relevant to the post:

1. Thorough written and spoken communication skills in English, the working language of the EUAA;
2. Competent user of electronic office equipment and applications (word processing, spreadsheets, presentations, electronic communication, internet, web-based tools, etc.);
3. Ability to work under pressure and meet deadlines on multiple tasks;
4. Excellent analytical and problem-solving skills;
5. Good communication and well-developed interpersonal skills;
6. Strong service-oriented attitude and flexibility;
7. Ability to work as part of a team of managers;
8. Accuracy and attention to detail;
9. Knowledge of the mission and organisation of the EUAA.

In addition, the successful candidate should act and abide by the [EUAA's values](#) and the [EUAA Core Competencies](#).

4. Recruitment process

The Regulation which provides the legal basis for the EUAA was adopted on 15 December 2021 (Official Journal of the European Union L 468 of 30.12.2021).

A) Identifying eligible candidates

After the deadline for submission of applications, the Selection Committee will verify the submitted applications against the eligibility criteria described in Section 3A (“Eligibility Criteria”). Applications satisfying these conditions will then be assessed against the “Selection Criteria” under Section 3B.

B) Further analysis of applications

Following this initial assessment, the Selection Committee will compare the applications of eligible candidates with reference to:

- The Selection Criteria (“Essential” and “Advantageous”);
- The overall quality of the application and the candidates’ suitability for the post when compared to the established job profile.

Please note that the Essential Selection Criteria are mandatory, and no application will be further assessed if one of these criteria is not satisfied.

The Selection Committee will then establish a shortlist of the most suitable candidates to be invited for a written test, an interview, and/or other tests based on the order of merit. These assessments will be held in English and, where applicable, other languages.

Both shortlisted and not shortlisted candidates will be notified thereof.

C) Assessment phase

The assessment phase is composed of the following components:

- Technical competency written test and/or any other assessment deemed necessary for the post;
- Interview with the Selection Committee;
- Assessment centre;
- Interview with the Executive Director.

The assessment phase will be devised to evaluate the following components:



- General aptitude and language abilities to the extent necessary for the performance of their duties in accordance with Article 12(2)(e) of the Conditions of Employment of other Servants of the European Union (CEOS);
- Specific competences with reference to the applicants' profiles in line with the selection criteria included in the Vacancy Notice;
- Hands-on management skills will be analysed in an Assessment Centre, which will include group and individual exercises and activities as well as in-depth interviews. These will be provided by an external provider.

Please note that only candidates who are successful in the interview and written test will have the possibility of being placed on the reserve list. These candidates will then be asked to attend an assessment centre and an additional interview with the Executive Director.

This selection procedure may be organised online. In such case, further information will be provided by the Agency to candidates invited for an interview regarding the practical modalities for the assessment.

D) Verification of supporting documents

Only candidates who receive an offer letter will be required to present **originals or certified copies** of the documents listed below to confirm the accuracy and eligibility of the application against their supporting documents:

- A document proving their citizenship (e.g., passport);
- Any academic qualification mentioned in the application;
- Any professional experience mentioned in the application.

E) Establishing a reserve list

A reserve list will be established based on the outcome of the assessment phase and will remain valid until the end of the current year from the date of its establishment.

The reserve list may be extended at the discretion of the Executive Director. The established reserve list may be used for the recruitment of a similar post depending on the needs of EUAA.

Candidates shall note that inclusion on the reserve list does not guarantee recruitment. Recruitment will be based on availability of posts and budget.

Prior to taking up duties, the successful candidate will be asked to undergo a compulsory medical examination by one of the institutions' medical officers which will enable the EUAA to ensure that he/she fulfils the requirement stated in Article 28(e) of the Staff Regulations of the Officials of the European Union.

5. Equal opportunities

The EUAA applies an equal opportunities policy and accepts applications without discriminating on the basis of gender, race, colour, ethnic or social origin, genetic features, language, religion, political or any other opinion, membership of a national minority, property, birth, disability, age, or sexual orientation.

6. Conditions of employment

The successful candidate(s) will be appointed by the Executive Director following the selection procedure and will be recruited as a Temporary Agent according to Article 2(f) of the CEOS for a period of 5 years, which may be renewed. The Temporary Agent will undergo an initial probation period of nine months.

The Temporary Agent post in question will be placed in group AD 10. The basic salary of a **Temporary Agent, AD 10 (step 1)** is EUR **11,408.03** which is weighted by the local correction coefficient (for Malta currently 92.4%). In addition to the basic salary, the EUAA offers various allowances and benefits depending on personal circumstances, such as:

- Family allowances;
- Expatriation or foreign residence allowance;
- Entry into service-related allowances (travel expenses, daily subsistence allowances, removal expenses, installation allowances);
- Annual travel allowances;
- Social benefits;
- Benefits stemming from Agreements with national Governments;
- Benefits stemming from Service Level Agreements with pre-schools and schools;
- Wide range of leave entitlements;
- Benefits to support work-life balance;
- Relocation services in Malta.

The salaries of Staff members are subject to a European Union tax deducted at source. Staff members are exempt from national tax on salary and are members of the European Union social security and pension scheme.

For further information on Conditions of Employment please refer to EUAA website section [Work for EUAA](#) and to [Conditions of Employment of Other Servants of the European Union \(CEOS\)](#).

The place of employment is Malta.

7. Application procedure

All of the EUAA's vacancies can be found on our [Vacancies](#) page and online [e-Recruitment](#) tool. For applications to be valid, candidates shall use the EUAA's online e-Recruitment tool to create a candidate account, activate it, and complete all sections of the application form, as detailed in the [User Manual](#) found on the landing page. Candidates are requested to complete their application in English.

Incomplete applications will be disqualified and treated as non-eligible.

Please note that the selection process may take several months. In order to facilitate the selection process, all correspondence to candidates concerning this vacancy will be in English.

Candidates should not approach, directly or indirectly, the Selection Committee under any circumstances in relation to this recruitment process. The Executive Director reserves the right to disqualify any candidate who disregards this instruction.

Closing date:

The closing date for the submission of applications is **20 October 2026 at 12:00 pm** (noon - Malta time). The Agency will disregard any application received after this date and time.

Applicants are strongly advised **not to wait until the date of the deadline** to submit their applications. The EUAA is not held responsible for any delays in submission of applications due to technical difficulties or any other factors that may arise.

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⁹ Regulation (EU, Euratom) 2021/1163 of the European Parliament of 24 June 2021 laying down the regulations and general conditions governing the performance of the Ombudsman’s duties (Statute of the European Ombudsman) and repealing Decision 94/262/ECSC, EC, Euratom (OJ L 253, 16/07/2021, p. 1-10).

DETALŪS METADUOMENYS	
Dokumento sudarytojas (-ai)	LIETUVOS NUOLATINĖ ATSTOVYBĖ EUROPOS SAJUNGOJE 188613242/58
Dokumento pavadinimas (antraštė)	DĖL EUROPOS SAJUNGOS PRIEGLOBSČIO AGENTŪROS (EUAA) DARBO SKELBIMŲ ĮVAIRIOMS PAREIGYBĖMS. EUAA/2026/TA/023; EUAA/2026/TA/020; EUAA/2026/TA/021.
Dokumento registracijos data ir numeris	2026-10-01 Nr. (76.2.5E)S76-991
Dokumento gavimo data ir dokumento gavimo registracijos numeris	2026-10-01 Nr. G-2465
Dokumento specifikacijos identifikavimo žymuo	ADOC-V1.0
Parašo paskirtis	Pasirašymas
Parašą sukūrusio asmens vardas, pavardė ir pareigos	Tomas Gražiūnas, Administracijos vadovas, laikinai atliekantis Lietuvos nuolatinio atstovo ES funkcijas
Sertifikatas išduotas	TOMAS GRAŽIŪNAS, Lietuvos Respublikos užsienio reikalų ministerija LT
Parašo sukūrimo data ir laikas	2026-09-30 16:07:12 (GMT+03:00)
Parašo formatas	XAdES-X-L
Laiko žyme nurodytas laikas	2026-09-30 16:07:19 (GMT+03:00)
Informacija apie sertifikavimo paslaugų teikėją	ADIC CA ECC, Asmens dokumentu israsymo centras prie LR VRM LT
Sertifikato galiojimo laikas	2024-06-26 10:17:04 – 2028-06-25 10:17:04
Informacija apie būdus, naudotus metaduomenų vientisumui užtikrinti	"Registravimas" paskirties metaduomenų vientisumas užtikrintas naudojant "RCSC IssuingCA-2, VI Registru Centras - i.k. 124110246 LT" išduotą sertifikatą "Dokumentų valdymo sistema Avilys, Lietuvos Respublikos užsienio reikalų ministerija, i.k. 188613242 LT", sertifikatas galioja nuo 2024-12-18 10:59:02 iki 2027-12-18 10:59:02 "Gauto dokumento registravimas" paskirties metaduomenų vientisumas užtikrintas naudojant "RCSC IssuingCA-2, VI Registru Centras - i.k. 124110246 LT" išduotą sertifikatą "DBSIS, Informatikos ir ryšių departamentas prie Lietuvos Respublikos vidaus reikalų ministerijos, i.k.188774822 LT", sertifikatas galioja nuo 2025-05-16 11:31:08 iki 2028-05-15 11:31:08
Pagrindinio dokumento priedų skaičius	3
Pagrindinio dokumento pridedamų dokumentų skaičius	–
Priedamo dokumento sudarytojas (-ai)	–
Priedamo dokumento pavadinimas (antraštė)	–
Priedamo dokumento registracijos data ir numeris	–
Programinės įrangos, kuria naudojantis sudarytas elektroninis dokumentas, pavadinimas	Dokumentų valdymo sistema Avilys, versija 3.5.90.2
Informacija apie elektroninio dokumento ir elektroninio (-ių) parašo (-ų) tikrinimą (tikrinimo data)	Metaduomens „Sudarytojo adresas“ reikšmė turi būti nurodyta Visi dokumente esantys elektroniniai parašai galioja (2026-10-02 11:36:15)
Paieškos nuoroda	–
Papildomi metaduomenys	Nuorašą suformavo 2026-10-02 11:36:16 DBSIS