5. Promotion pool for the function of "head of division"

Promotion pools are human resources development measures intended to qualify heads of sections. Participation in a promotion pool is required for any head of section who wish to become head of division later. Promotion pools are no examinations that may or may not be passed. They consist of the following elements:

- staff management seminars,
- exchange of experience regarding current problems and trends in the work areas of the persons concerned, and
- discussions with the President/Vice-President on current topics regarding Office policies.

Promotion pools are a contribution to a "learning organisation"; they enhance the understanding of the tasks and problems of the various departments and create a feeling of solidarity at the level of heads of division.

Selecting the participants in promotion pools is done in a two-stage procedure:

(1) Applications are invited for participation in a promotion pool. Potential candidates are heads of section who

- have had that function for at least 3 years, and
- have not yet participated in a promotion pool.

Candidates who were not selected in the past may submit an application again.

(2) Candidates are selected by the President/Vice-President, taking account of the participation rights of the commissioner for gender equality, the staff representation, and the disabled persons' representative, upon proposal of the relevant head of department, having established a ranking of applications from his/her department. The priority decisions taken by the head of department is based on the "qualities required of managers" (personal and social competence as well as methodological and subject-related competence, annex VIII).