



As soon as your guest experts' transport and accommodation have been booked, the Programme Team will send a travel guide, which contains all relevant information concerning the exchange. The Programme Team is always grateful for suggestions regarding accommodation options for visiting experts.

### Logistic matters

Travel and lodging (meals and accommodation) costs in the host country are covered by the exchange programme, according to the EoE Guidelines provisions (available on the website).

### Reporting on your exchange

Always remember to send your field report as it can contribute to knowledge sharing, disseminating best practices and lessons learned to other civil protection experts and organisations.

Evaluation form plays an important role in the ongoing refinement of the Programme. Feedback received has contributed greatly to improve future exchanges over the past years.

### NTC validation:

Eligibility to participate in the Programme of Exchange of Civil Protection Experts depends on the validation of the National Training Coordinator (NTC) of your country.

### Language requirements:

Experts must demonstrate sufficient language skills (English and/or the language of the country(ies) visited).

### Equal opportunities:

Applications from female civil protection experts are encouraged.

### Contact:

CN APELL-RO – APELL National Centre for Disaster Management Foundation  
IGSU – Romanian General Inspectorate for Emergency Situations

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## PROGRAMME OF EXCHANGE OF CIVIL PROTECTION EXPERTS



Sharing civil protection experience, knowledge and skills through short-term exchanges

### Open to

Civil protection experts and organisations from UCPM participating states or eligible third countries

Civil protection experts **apply to go** on an exchange. Civil protection organisations **host** experts to share their expertise.

### Why should you apply?

- share your experience and knowledge
- improve knowledge through real learning experiences
- access a specific expert knowledge and a reliable and common network of knowledge

Union  
Civil Protection  
Knowledge Network



## What is the Exchange of Experts programme?

The Programme of Exchange of Experts gives civil protection experts the opportunity to share experiences, gain valuable knowledge and strengthen operational skills through exchanges. Experts can apply to go on an exchange, or civil protection organisations can invite expert(s) to be hosted with them.

Exchanges can vary in length from a few days up to 3 months. You can go on an exchange by yourself or in a small group.

## Who is responsible for the Exchange of Experts programme?

The Programme of Exchange of Civil Protection Experts is funded by the European Commission. Programme coordinator: CN-APELL Romania supported by the Romanian General Inspectorate for Emergency Situations – IGSU / Department for Emergency Situations – DSU/ Ministry of Internal Affairs.



## Apply to go on an exchange

Civil protection experts can visit one or more organisations in one or more countries.

You could, for example, observe operational structures and learn new techniques, or participate in training or simulation exercises.

## Civil protection experts:

Complete the application on our website and submit it to your National Training Coordinator (NTC).

## NTC validation is mandatory for the Programme to consider your application.

Your application must contain a clear and focused motivation statement outlining the expected benefits and outcomes of the exchange.

After receiving the Commission's approval for the exchange, The Programme Team needs sufficient time for the administrative and the logistical arrangements (min. 2 months).

The Programme Team will look for a suitable exchange partner organisation for you, if you have not proposed one yourself. If your suggested partner organisation is not available, an alternative will be proposed.

The Programme Team will make the travel and accommodation arrangements for successful exchange applicants.

## Invite experts to your organisation

Expert(s) from different states are invited by host organisations to, for example: observe operational structures, learn new techniques, participate in training courses or simulation exercises.

The Exchange of Experts Programme contributes to the ongoing development of the UCPM – Union Civil Protection Mechanism - and builds capacity in the field of civil protection.

## Civil protection organisations:

Complete the application on our website and submit it to the Programme Team.

We advise you to inform your NTC about your intention to host exchanges as early as possible. The Programme Team can assist in identifying suitable expert(s) for the approved exchanges. Experts will need validation from their NTCs to participate.



## The Programme of Exchange of Civil Protection Experts

is open to professional experts from various organizations, governmental departments, emergency services and scientific institutes having a recognised role in civil protection, disaster management and environmental emergencies. It also addresses to experienced volunteers in the field of civil protection and disaster management. Experts and hosting organisations must be located in one of the UCPM Participating States or eligible third countries.