

Summary of HR-PMD meeting of 15/09/06

Present: Sue, Andrzej, Nathalie, Jean-Marc, Davide, Sara

General:

- First discussion on the HRD Implementation roadmap & next steps for feedback by 22/09/06
- General remarks about leave requests, working hours, personal schedules and general accountability following recent observations within HR-PMD.
- Discussions with TS to get input on cost of work in Building 5 4th floor (Green light still not officially obtained).
- Discussions with DSU on proposal of stand and activities at “Cite des Metiers” event in Palexpo in November. More details available next week.

Apprentissage :

- Réception des apprentis 1ères année effectuée (enregistrement, formalités diverses, matériel). Autorisation d’inscription en maturité pour 4 d’entre eux.
- Stage « Introduction au CERN » pour les apprentis 2èmes année en cours jusqu’à début octobre
 - Cours de sécurité de base suivis (avec des commentaires en retour pas très favorables !)
 - Cours AutoCAD, cette semaine et la suivante
 - Cours PCAD, à venir
- Stages inter-entreprises CERN-CEPTA du 25 septembre au 20 octobre
 - Réception de 3 apprentis électroniciens 3èmes année pour 1 mois (administration ok, et stages organisés)
 - Nos apprentis électroniciens sont convoqués au CEPTA pour une période de révision micro-contrôleur
- Inscription en cours d’anglais à l’Université Populaire (100CHF) pour les apprentis désirant renforcer leur niveau en vue des examens de maturité (possibilité de contribution CERN?)
- Assemblée Générale ERFA-L (membres responsables de la formation des apprentis) prévue le 3 octobre à Saint Léonard (VD)
- Formation sur « Orientation et Sélection » organisée le 5 octobre par ISPPF

Recruitment, Coordination & Contracts:

New Contract Policy:

PH

- 2 DCRBs for LD2IC technicians (7 staff)
- 1 DCRB for FT renewal of admin staff (5 staff)
- Have given PH last no-IC letter from July EB and received comments
- Dealing with 2 excellent candidates from PH and proposing to other departments, paving the way for the process to be applied CERN-wide
- Following-up with the 3+3 LDs that we had problems to find activity/budget for the second part of LD

AT/TS

- DCRB preps: struggle for the right tech experts for specialist domains such as power electronics, vacuum and RF outside home department
- general concern in AT staff about future - checking out transfer options for 1 case to FI (otherwise suppression of post). Merger of 2 AT Groups.
- Meeting to discuss eventual transfers AT-TS
- Several DCRB sessions in TS
- 3+3 renewals are the only legal way

IT

- Finalized DCRB for LS FT renewal case (with positive outcome for the individual concerned)

FI

- Preparations for cases to be reviewed in the course of next week (Peter, Andrzej in the absence of Linda)

Recruitment :

- Board AB-ADM-AGS on 12.09. Good candidates interviewed
- TS Board 13.09
- 2 contract offers for DSU, 1 for AB
- IT CP D (Computing Tech. Engineer) board in preparation requiring special publicity due to almost exclusively CP E applicants

Other diverse activities:

- Study on stand-by continues (meeting with PH and firebrigade foreseen)
- The standard beginning of the month induction of arrivals took place on 4.09 and the quarterly session on 14.09
- Organization of attendance at the Harrogate Conference for Lore and Cecile
- Special Cases : Plenty, as usual (PIP, burnout, job dissatisfaction, ...)
- Mid and End Probation meetings: A standard, time-absorbing feature of the HRC schedule, including more problematic cases involving probation extensions and terminations (AT,TS, IT...)

Management & Communication Training:

- Follow-up meeting CDP-GL-2 June session
- Internal meetings: evaluation by indico, informatics for training
- Training presentation to Induction
- Project Management Course at St Genis
- Evaluation report on CDP-GL-360 completed

Language Training:

- 75 re-enrolments in English & 45 new requests
- 63 re-enrolments in French & 36 new requests

- Meeting Andree/Tessa/SDC - plan work after Ulrich's departure

Technical Training:

Events:

- Geneva Training Group meeting at UNICEF: September 5 pm
- ECDL board for HR-PMD: September 18 pm
- HRT Training for HR Department: September 21 am
- ECDL test day: September 28 am
- TEC meeting: September 26 pm

Other TT related issues:

- special Oracle course for experiment database teams – very complex organisation and pending issues (Training requests, TIDs). Questioning whether we should accept in the future this type of event (organised externally, too many external people involved --> much more time needed from us than for our fully internal events)
- NetOp School software for all rooms in the Training Centre received: will shortly replace Teachnet (about 1k per room only)
- discussion (requested by M. Metzger) to take place with DSU-ED to reach agreement about cost recharging for teacher events taking place in the Training Centre – increase in this type of event in 2006
- Pending issues with IT-AIS re. CTA(2) – we cannot complete the web information, problems with searches, missing fields...
- Cafeteria in bg. 54 likely to be closed in the afternoons + Novae will no more be able to deliver drinks to Training Centre. Investigating with DSR. Reduced service level in the Training Centre and to training participants
- evaluating priorities and budget for the last 2006 investments for the Training Centre
- Looking at Technical Training in other Eiroforum organisations + visiting EPFL
- Course preparations for 2007 under discussion
- LabVIEW certification – final proposal from NI to come soon

Classification & Remuneration:

- 3 requests for mediation or review of decision following the advancement exercise
- All Departments informed about remaining additional step quota/ESP equivalence.

