Users’ Office News

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ACCU

June 9th, 2010
Visa changes

• Long stay visa D can now be used also for stays in Schengen countries of up to 90 days in a 6 month period
  – Visa D+C not now required, visa D is sufficient for France or Switzerland

• If not sure where to live, a Swiss visa D and a French visa D required

• If a user will reside at a known address in France, can now request a Swiss Carte de Legitimation with a French visa D
Users’ Office Forms

- Short Term registration form suppressed
- Users’ Office decides if user should be registered with a short or long term contract

Note: Short term contract
- Is for a single visit $\leq 3$ months
- Is automatically terminated, hence cannot be prolonged
User contract renewals

• A surprising number of Users do not renew their contract before the expiry date
• EDH UCL makes it much easier to do this
• Many users still try to use their CERN access cards after contract expiry
• Make sure you renew your contract before expiry to avoid access problems!
• One user recently gave his access card to someone else to access the site!
Experiment teams closed

• A major clean-up of experiment teams has been done by the Grey Book secretariat

• All teams for which no official nomination by the institute via the form
  http://cern.ch/ph-dep-UsersOffice/TLFormE.pdf
  has been received within 3 months of creation have been closed
  ➢ ~1300 teams closed, the majority obsolete

• Team Accounts were not affected by this
Replacement of Swiss Attestation de Fonctions (AF)

• 161 AFs for users still to be replaced by a Carte de Légitimation by the end of August 2010

• A reminder e-mail has been sent to all users with AFs expiring after August

• A final reminder will be sent mid-July
Carte de Légitimation

• The Swiss Mission has confirmed that people with a Carte de Legitimation who leave CERN definitively can retain it to leave the Schengen area

• It must be returned immediately on arriving in the new country of residence

• The card should be valid when leaving the Schengen area
Carte de Légitation (2)

• If some customs posts do not recognise the Carte de Légitation (despite the Schengen authorities having been informed) they should call directly International Security Police at Geneva airport on one of two numbers for advice
  – +41 22 427 92 81 (until midnight)
  – +41 22 427 92 20 (24 h / 24)
CERN Guide for Newcomers

• The Guide is now available directly from the CERN home page
• The information is being restructured and improved in discussion with HR department
• A one-page flyer is being prepared for newcomers arriving at CERN
  – Will be available at Reception (building 33) and Registration Service (building 55)
Users’ Office / ACCU changes

• As of September 1st, Jose Salicio Diez will be in charge of the Users’ Office
• Up to now, the Head of the Users’ Office was also the ACCU secretary
• This will change this year
• Michael Hauschild will be ACCU secretary
  – will attend the September meeting
  – will take over for the December meeting