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To.Be.E.Ewc

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***Role of coordinators/experts
for SNB/EWC***

UNI Europa Guidelines for SNB/EWC coordinators (or experts)

- ✓ Every SNB and EWC should be coordinated by one trade union official responsible
- ✓ EU Directive 2009/38/EC clearly provides for an SNB or EWC to be assisted by trade union experts and obliges company managements to cover the costs of at least one such expert
- ✓ Accordingly, every SNB/EWC should have one trade union expert continuously present who can act as a coordinator.



The coordinator role

- bring together all members of the trade union alliance to facilitate a common approach, to provide support to EWC members, to ensure that SNB negotiations/EWC proceedings are in line with UNI Europa's policy, and to be the link between the EWC and UNI Europa
- distinct from, and not in competition with, the role of an SNB/EWC chair or president from the employees' side. The latter's duty is to chair the everyday proceedings of the SNB/EWC

NOTE THAT

In addition to the Union Expert acting as coordinator, each SNB EWC should have access to other experts that can support in Financial, economic, legal or any other relevant technical matters



The designation of SNB/EWC coordinators (or experts)

The coordinator can be a staff of UNI Europa or a trade union official of a UNI Europa affiliate acting with a UNI Europa mandate.

The responsibility for designating the SNB/EWC coordinator lies with UNI Europa. UNI Europa will ensure both the transparency of the process of nomination and the acceptability of the nominated person by the EWC.

Affiliates will be included in this process, as the most important players in everyday SNB/EWC operations. Affiliates' role is to ensure that the selected coordinator has the necessary profile and resources, and to inform UNI Europa if he/she is no longer able to continue in this role.

In this situation, affiliates can propose another person to take over the role.

Any proposed coordinator must be informed of what would be expected from them in the role



SNB/EWC coordinator (or expert) profile

A coordinator should have experience of the workings of SNBs/EWCs, have negotiating and mediation skills, and should speak at least two European languages.

They should be familiar with the sector as well as with the company concerned.

If they have not been involved in the SNB or EWC from its inception, they should be informed about the specific history and of any potential problems.



UNI Europa support for SNB/EWC coordinators (or experts)

UNI Europa and its affiliates are aware that persons selected as coordinators need time and resources to fulfil their role adequately.

UNI Europa's support will include the following:

- Ensuring that coordinators are informed regularly on EWC-related matters and other relevant internal UNI Europa or policy issues.
- Providing opportunities for training focused on coordinator's tasks.
- Working to improve cooperation and networking between SNB/EWC coordinators;
- Providing best practice examples.



Role and tasks of EWC coordinators /experts

Liaison, communication, trade union policy

- Represent UNI Europa.
- Act as the liaison person between EWC members and between EWC members and UNI Europa.
- Stimulate communication between EWC members, or at least between select committee members, between meetings
- Participate in all pre-meetings, meetings with management and de-briefings.
- Keep an updated list of contact persons in the EWC, including their trade union membership.
- Produce at least once a year a brief summary of recent developments and EWC activities in the company.



Guidance and advice

- Know and explain relevant legislation (EWC directive applicable, relevant national transposition law).
- Guide and assist the EWC members in their work.
- Advise the EWC members on the enforcement of the EWC agreement.
- Know other EWC agreements and provide best practice examples.
- Provide contacts to other experts (financial, economic, legal, etc.) if needed.
- Support the establishment of internal rules of procedure.



Ensure a European perspective

- Make EWC members aware of the differences in national legislations and industrial relations.
- Foster the cohesion of the group.
- Detect possible sources of conflict and help to find solutions in order to support the advancement of the EWC's work.
- Embrace a European position, especially in exceptional circumstances such as transfer of production, plant closure, redundancies, etc.



Thank You!

