

REPUBLIC OF SLOVENIA  
NATIONAL ASSEMBLY  
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Committee on EU Affairs

Ms. Loreta Raulinaityte,  
Permanent representative  
of the Seimas of the Republic of Lithuania to the European Union

Mr. Charles Roovers,  
staff member at the Permanent Representation  
of the Dutch Parliament to the EU

Mr. Rok Kržišnik, representative of the National Assembly  
of the Republic of Slovenia to the COSAC Secretariat

Ljubljana, 17 January 2008

Dear candidate for the post of permanent member of the COSAC Secretariat

According to COSAC Rules of Procedure it is upon the Troika to propose a permanent member of the COSAC Secretariat at the COSAC Chairpersons' Meeting.

After consulting the presidential Troika the following procedure has been selected:

1. The candidates will be asked to send us motivations letters with their vision of the open position in the COSAC Secretariat.
2. Candidates' experience in the field of EU matters as well as their language skills will be evaluated.
3. An individual interview will be held on the Troika meeting on Sunday, 17 February 2008.

On the basis of the mentioned criteria, the Troika shall deliver a joint proposal for the COSAC Chairpersons' Meeting.

Therefore, you are asked to submit the motivation letter until 5 February 2008 at the latest.

I look forward to receiving your esteemed replies.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A. Kokalj'.

Anton Kokalj,  
Chairman