

Support for concerted and joint inspections

The European Labour Authority (ELA) provides conceptual, logistical, and technical support as well as legal expertise, translation, and interpretation services to Member States carrying out concerted or joint inspections (CJI). Coordination and support for CJIs is part of ELA's task to facilitate and enhance cooperation between Member States in the enforcement of relevant EU rules on labour mobility and social security coordination across the Union.

HOW TO APPLY?

- ▶ Member State fills in Case Description Template with case data, including requests for (financial) support;
- ▶ ELA evaluates the request as soon as possible within 14 calendar days;
- ▶ Concerned Member State(s) and ELA sign the Agreement on cross-border CJIs; ELA provides support to agreed enforcement actions.



WHO CAN BENEFIT?

- ▶ National enforcement authorities;
- ▶ Relevant stakeholders, including social partner organisations, mentioned in the Agreement may benefit from ELA support if they are involved in the inspection.



WHAT COSTS ARE COVERED?

Only costs related to CJIs and incurred during the period between the signature of the Agreement and the conclusion of CJIs are eligible. These include the following:

- ▶ Meeting venue or secure platform:
 - Preparatory meeting(s) to discuss the case;
 - Briefing and debriefing (before and after onsite inspection);
 - Follow-up meeting(s) to agree on next steps.In case meeting premises are required, the date of the meeting should be communicated to ELA at **least two weeks** in advance.
- ▶ Interpretation¹
 - During all the meetings mentioned above (for **online** interpretation the request should be made **four weeks in advance**, and for in-person interpretation, at **least two weeks** before the meeting);
 - During CJIs (two interpreters per day, or if multiple sites are inspected, one interpreter per location).
- ▶ Translation
 - Translation of case-specific documentation and communication materials of up to 100 pages.²
- ▶ Travel, accommodation and catering
 - Travel, accommodation and catering for up to two officials of the visiting Member State and, if relevant, one representative per visiting stakeholder;
 - Domestic travel and accommodation costs may be covered if related to the CJI and if the meeting or inspection site is at least 50km from the normal place of employment;
 - Requests should be submitted to ELA not later than **three weeks before the travel date**.
- ▶ **Other operational support**,³ including technical or specialised equipment and services necessary to the efficient execution of the CJI.

Support above may go beyond the indicated limits in duly justified cases.

HOW IS SUPPORT PROVIDED?

- ▶ All arrangements related to travel, accommodation, and catering - and their respective costs - are covered in advance by ELA. Similar arrangements are applied for interpreters.
- ▶ If, due to exceptional circumstances (such as time constraints), funding costs in advance is not possible, or if participating authorities decide to do so, they may opt to make their own arrangements following ELA's prior agreement. In such cases Member States directly self-fund travel and accommodation costs, including costs of meals and local transport, and subsequently request reimbursement by submitting invoices documenting the expenses.⁴ The same self-funding and reimbursement procedure can be applied to interpretation costs.



1 Interpreters are selected at the suggestion of or after consultation with Member States
2 Specific timeframes need to be considered (e.g., translating four pages takes up to three working days, please check timeframe with ELA).
3 Extra support than outlined above may be provided in duly justified cases - (see Art. 2.1 e) and 3.3 of the Decision No 28/2021 of 10 Dec 2021.
4 Art. 2.6 of the Decision No 28/2021 of 10 Dec 2021.