

ANNEX IV: ONLINE FORM STRUCTURE

Please note that it is not possible to save an incomplete application form to return to it later. We recommend to gather the information in a separate document to copy-paste into the online form when ready to submit.

1. Initial question which will select the relevant form to fill-in.
 - a) Indicate if you are applying as a current Specialist Commission member or as a new applicant
 2. Personal information
 - a) Title
 - b) Surname and First name
 - c) Nationality and current country of residence
 3. Contact details
 - a) Email address
 - b) Phone number with country code e.g. +33 (0) x xx xx xx xx
 4. WOAH Delegate endorsement letter
 - a) Confirm if letter of endorsement from WOAH Delegate is supplied by applicant or
 - b) Provide contact details of Delegate to contact in absence of an endorsement letter
 - c) Confirm that the applicant's employer supports the application
 5. Upload files
 - a) Upload CV: max 4 pages; should include a description of educational qualifications, experience in relation to specific diseases, animal species or other specialities and achievements relevant to the Commission
 - b) Upload list of publication if relevant and applicable
 - c) Upload endorsement letter if obtained
 6. Confidentiality agreements
 - a) Tick to allow WOAH to store personal data for the purpose of this process
 - b) Tick for WOAH to inform all Delegates of candidates nominated for election to the Specialist Commissions
 - c) Tick for WOAH to keep personal data post process, as potential experts for other WOAH activities
 7. Keywords
 - a) Indicate the key expertise for which the candidate wishes to be considered
 - b) Indicate the key diseases of expertise
 - c) Indicate the key species of expertise
 8. Specialist Commissions
 - a) Indicate for which Specialist Commission the applicant wishes to apply. To apply to more than one Specialist Commission, the applicant must submit separate applications
 - b) Indicate whether the applicant has applied before (if yes, specify which)
 9. Evidence texts
 - a) They must be written in the online application for each required 5 criteria (max 150 words per criterion). Should include examples to support the applicant's claims against the professional competencies and personal attributes and skills as described in [Annex III](#). The text can be written in a Word document before being pasted into the online form
 - b) Demonstrate the applicant's proficiency in English.
 - c) Confirm that the applicant has the ability and control to be independent
 10. Other comments
 - a) Add information if necessary
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