



EUROPEAN AGENDA FOR CULTURE  
WORK PLAN FOR CULTURE 2011-2014

**INFORMATION STANDARDS  
FOR THE MOBILITY OF ARTISTS AND CULTURAL  
PROFESSIONALS**

EXPERT GROUP ON MOBILITY INFORMATION STANDARDS  
CONVENED BY THE EUROPEAN COMMISSION

DECEMBER 2011

## Introduction

The mobility of artists and cultural professionals across borders is crucial to enhancing creative encounters as well as production and exchange of cultural goods and services. In addition, it can create new jobs and work opportunities for artists and cultural professionals and thereby promote employment in the cultural sector and the wider economy.

The Lisbon Treaty entered into force on 1<sup>st</sup> December 2009 reaffirming the freedom of movement as a right of every EU citizen to live and work in another EU country (article 45 of the Treaty on the Functioning of the European Union). In May 2011, the Council of the European Union, in its conclusions on *mobility information services for artists and for culture professionals*<sup>1</sup>, confirmed the importance of the mobility of artists and cultural professionals for the EU and for achieving its objectives within the EU 2020 strategy; it clearly states that “one of the main obstacles cited by artists and cultural professionals seeking to be mobile within the EU is the difficulty of obtaining accurate and comprehensive information and advice on mobility-related issues”.

The Council conclusions call upon the Member States and the Commission “within their respective spheres of competences and with due regard to the principle of subsidiarity, to facilitate the provision by mobility information services of comprehensive and accurate information to artists and cultural professionals seeking to be mobile within the EU”. According to the Council conclusions "the community of 'artists and cultural professionals' includes all artistic, managerial, logistic, communication and other professionals in the cultural sector and in artistic professions, which are exercised in other sectors." The broader group of cultural professionals includes curators, directors and staff of cultural institutions, technicians, stage building workers, ICT experts, communication specialists, etc. In addition to individual artists and cultural professionals, operators include groups, ensembles and organisations.

Following these conclusions, and as foreseen in the Work Plan for Culture 2011-2014 (adopted by the Council of the European Union in November 2010<sup>2</sup>), the European Commission set up in May 2011 an EU expert group on *mobility information standards* to develop common content and quality standards for information and advice relating to the mobility of artists and cultural professionals. The group was composed of representatives from the culture ministries of EU Member States and representatives of European cultural sector organisations from all arts disciplines who have proven experience of dealing with the mobility of artists and cultural professionals (see list of experts on p.10). The June 2010 report of the *Open Method of Coordination* working group on the mobility of artists and cultural professionals<sup>3</sup> formed the basis and the starting point of the work of the expert group.

The present document, entitled ***information standards for the mobility of artists and cultural professionals***, is the result of this expert group’s work and was conducted from May 2011 to December 2011.

The current state of information services across the EU is fragmented. Where such services exist, they tend to provide information primarily for their own nationals but they don’t necessarily provide information targeted specifically on cross-border mobility.

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<sup>1</sup> [http://www.consilium.europa.eu/uedocs/cms\\_data/docs/pressdata/en/educ/122111.pdf](http://www.consilium.europa.eu/uedocs/cms_data/docs/pressdata/en/educ/122111.pdf)

<sup>2</sup> [http://www.consilium.europa.eu/uedocs/cms\\_data/docs/pressdata/en/educ/117795.pdf](http://www.consilium.europa.eu/uedocs/cms_data/docs/pressdata/en/educ/117795.pdf)

<sup>3</sup> [http://ec.europa.eu/culture/documents/moc\\_final\\_report\\_en.pdf](http://ec.europa.eu/culture/documents/moc_final_report_en.pdf)

The main target group of these information standards are policy makers in the EU Member States. The standards provide them with practical guidance for setting up<sup>4</sup> information services by identifying mobility related issues for which the availability of information at national level would benefit outgoing artists and cultural professionals, as well as those coming from abroad (from EU and non-EU countries). Ultimately the information provided as a result of applying these standards will benefit cultural organisations, individual artists, cultural professionals, and small-scale cultural enterprises which are mobile or wish to be mobile across borders.

The *information standards* include two parts:

- Part 1 includes a **prioritised list of information topics which are relevant to the mobility across borders** of artists and cultural professionals and for which information needs to be made available at national level. The *annex 1* provides further insight into how detailed information would ideally be made available.
- Part 2 includes **content guidelines on customised information for cultural mobility**, including a set of **recommendations** on how to make quality information available at national level and for other EU countries, as well as an open list of **best practice** on how to overcome difficulties in information provision.

The **European added value of establishing common content and quality standards for information** lies with the fact that for each EU country there should be a minimum set of quality information which is essential for a foreign artist or cultural professional (from another EU or non-EU country) if s/he wishes to work in that EU country. The required information (e.g. rules on taxation, rules on social security, rules on work permits) is largely similar in all European countries, even though the national regulations and practices vary considerably. It will facilitate considerably the artists' mobility within the EU and to the EU, if for each EU country a minimum set of information is easily accessible and properly explained. If all EU countries make this common minimum set of information available and comply with common EU content and quality standards for information, the mobility of cultural professionals across Europe will be overall improved. This will benefit particularly those cultural organisations, individual artists, cultural professionals, and small-scale cultural enterprises, who do not always have the means to hire the services of agents to provide them with this kind of customised information. In addition, mobility information standards will foster the free movement of services, goods and persons in the cultural sector, and actively encourage inter-cultural dialogue.

For example, a Portuguese performing artist wants to go to Slovenia to work either on a short-term or a long-term basis. If the common *mobility information standards* are put in place in Slovenia and the defined minimum set of information is available, the artist will be able to find all relevant information s/he needs to know as a cultural professional for her/his stay in Slovenia. This includes, for example, all relevant regulations and administrative practices in Slovenia regarding her/his tax and social security obligations, the opportunities s/he has in Slovenia to access residencies, etc. Similarly if a Slovene artist plans to go to Ireland, s/he could rely again on the same minimum standards for information.

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<sup>4</sup> And where relevant, strengthening existing information services

## Part 1. List of information topics relevant to the cross-border mobility of EU nationals and third country artists and cultural professionals

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Artists, cultural professionals and operators need to access a minimum set of information to be able to be mobile across borders. The following list aims to provide EU Member States' authorities at national and regional levels with these topics on which information needs to be supplied at national level to support and encourage artists and cultural professionals to be mobile across borders. Information needs to be provided for both EU nationals and third country nationals residing inside and outside the EU. In particular, they need access to information on the specific rules applicable to artists and cultural professionals, which is not available from other information sources.

**Three main categories of information topics** have been identified:

- (1) **Regulatory issues**, covering 10 different topics from labour legislation and social security, taxation, and intellectual property rights to visas and work permits. Information on regulatory issues allow artists and cultural professionals to become aware of and be accurately informed about the applicable legislation and collective agreements. This is essential to ensure that artists/cultural professionals act in conformity with the law.
- (2) **Opportunities**, including relevant information on programmes and schemes that support the mobility of artists and cultural professionals as well as opportunities for finding work, cooperation or training.
- (3) **Resources related to the mobility of artists and cultural professionals**, including – among others – links to useful information sources, at European and national level.

To read and understand the following list of information topics properly, some preliminary remarks are of key importance for all three main categories of information topics:

- Information on a given topic always needs to be provided for all patterns of cross-border mobility of cultural professionals, i.e. in-coming, out-going and re-turning mobility, short-term and long-term mobility, single/individual and group mobility.
- As the aim is to encourage the mobility of artists within and beyond the EU, information in a given EU country should be provided in at least one other official EU language as well as the national language of the Member State X, thus making the information more widely available and accessible.
- Information, and particularly as regards regulatory issues, should preferably be made available free of charge.
- The list also provides guidance to policy makers in EU Member States on what kind of information to include and prioritise when setting up and developing information services. *Stage 1* includes information topics which are 'essential' and which any artist and/or cultural professional should be able to access when working across borders. *Stage 2* concerns information topics which are 'desirable' and should be covered at least in a basic manner. For example as regards funding sources, relevant funding sources can be identified and listed with appropriate links; this kind of information can, then, be used to develop a richer advice service with details on criteria, guidelines, and deadlines related to funding.

**List of information topics relevant to cross-border mobility**

Main information topic	Specific information topics (in country X)	Particular requirements	Stage 1 / 2 <sup>5</sup>
<b>I. Regulatory issues</b>	<ol style="list-style-type: none"> <li>1. Visa, work permits and residence permits</li> <li>2. Employment and work legislation, including for self-employed workers</li> <li>3. Social security</li> <li>4. Taxation</li> <li>5. Custom duties, transportation</li> <li>6. Intellectual property rights and data protection</li> <li>7. Health and safety</li> <li>8. Insurance</li> <li>9. Licences, e.g. performance, broadcasting licence, radio frequencies</li> <li>10. Freedom of expression, privacy</li> </ol>	<p>Information on regulatory issues is essential for artists/cultural professionals to be in conformity with the law. Information needs to include the following:</p> <ul style="list-style-type: none"> <li>▪ Applicable legislation</li> <li>▪ Formalities/procedures required</li> <li>▪ Appeal procedures</li> <li>▪ Exemptions or specific rules applying to artists and cultural professionals</li> <li>▪ Cooperation mechanisms and agreements in the cultural field impacting on regulatory issues.</li> <li>▪ A clear distinction on applicable rules, formalities and procedures between EU nationals and non-EU nationals</li> <li>▪ Contacts and links of administrations and organisations in charge</li> <li>▪ Possibly samples of required documents</li> </ul>	<b>Stage 1</b>
<b>II. Opportunities</b>	<ol style="list-style-type: none"> <li>1. Mobility-related cultural sector organisations</li> <li>2. Residencies</li> <li>3. Jobs and employment in the cultural field</li> <li>4. Educational institutions, educational and vocational training, internships</li> <li>5. Funding sources to support incoming and outgoing mobility</li> </ol>		<b>Stage 2</b>
<b>III. Resources related to the mobility of artists and cultural professionals</b>	<ol style="list-style-type: none"> <li>1. Practical information such as housing, banking system, other administrative services, etc.</li> <li>2. EU Member States' and International info services and resources</li> <li>3. EU-level info services and resources</li> <li>4. EU funded projects and initiatives</li> <li>5. Research and studies</li> </ol>		<b>Stage 2</b>

For each specific information topic the [Annex 1](#) provides an indicative list to guide national/regional authorities as to the detail that would ideally be provided on each information topic, as well as useful comments to help them better understand the grid.

<sup>5</sup> See explanation p. 3

## Part 2. Content guidelines on customised information on cultural mobility

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The content guidelines are composed of an open list of recommendations based on the experience of the group members. Two main points are addressed:

- A list of **basic recommendations** to help authorities make available quality information on cultural mobility at the national level and for other EU countries, and
- An indicative list of **best practice** on how difficulties in information provision on cultural mobility can be overcome.

### I. Basic recommendations to make available quality information on cultural mobility at the national level

Information on mobility can be provided in different forms and through different channels, either on-line (through websites, newsletters, etc.) or directly to artists and cultural professionals (through face-to-face meetings, email exchange, advice via telephone etc.), or in both ways. The following recommendations apply to all types of information channels that aim to provide information for artists and cultural professionals who are mobile or wish to be mobile across borders:

1. Information has to be customised, i.e. explained in a user-friendly way and tailor-made as much as possible to ensure that it meets the specific needs of artists and cultural professionals who are mobile or wish to be mobile across borders.
2. Information should be provided in at least one other EU official language as well as the national language of the Member State X, in order to be accessible for foreign artists/cultural professionals.
3. Information has to be accurate. To that end, strategic partnerships between key players (organisations in the cultural sector and national/regional authorities and administrations) are essential. Cooperation can be best achieved through strategic partnerships, which implies establishing long-standing connections between providers of information, national/regional/local administrations, and organisations in the cultural sector. This can also help address divergent views about relevant regulations and interpretation of laws.
4. Information needs to be up-dated regularly, clearly indicating the date when the information was last updated, in particular when made available online.
5. Information should build on already existing information sources, complement them as far as needed and also include the possibility of signposting towards additional information sources which have the ability to advise artists and cultural professionals on mobility issues.
6. Monitoring and evaluating information services on a regular basis helps to ensure that they fit the needs of artists and cultural professionals. This can also help to provide feedback to the administrations if regulations fit to the mobility needs of artists and cultural professionals.

## II. Best practice

This non-exhaustive list of best practice aims to provide EU Member States with examples of practice that have proved to be successful tools to overcome difficulties in information provision to artists and cultural operators which are mobile or wish to be mobile across borders. The best practice is based on the experience of members of the expert group who provide information to artists and cultural professionals on a daily basis.

1. Information conveyed in the form of face-to face advice or via telephone helps to ensure that the information responds as much as possible to the specific questions of mobile artists and cultural professionals.
2. Mapping the information provision on mobility already available in a given country provides a picture of the state of play of information provision in that country. It is also a useful step for further developing and improving information services for artists and cultural professionals at national level which are mobile or wish to be mobile across borders.
3. Workshops and training for artists and cultural professionals who are mobile or wish to be mobile across borders, involving civil servants from national/regional/local administrations and separate training for civil servants, enables cultural professionals and administrations to improve their knowledge of cultural mobility, which can ultimately facilitate promoting quality mobility.
4. Networking at European level is vital in ensuring that best practice in service provision is shared across Europe. This leads to increased knowledge and exchange of know-how on information on mobility between national information providers. Cooperation with other countries' information services also ensures accurate and quality advice and information for outgoing artists and professionals, as well as mutual signposting.

## **Annex 1 - Indicative list of detailed information that needs to be made available by EU country X**

The following table provides a detailed version of the table of page 4 outlining the three main information topics that EU country X should ideally make available for artists and cultural professionals which are mobile or wish to be mobile across borders. It includes an indicative list to guide national/regional authorities as to what details would ideally be provided, as well as useful comments to help them better understand the grid.

Main information topic	Specific Information topics	Indicative list of detailed information that needs to be made available by EU country X
<p><b>I. Regulatory issues</b></p> <p>Information needs to include:</p> <ul style="list-style-type: none"> <li>▪ Applicable legislation</li> <li>▪ Formalities/procedures required</li> <li>▪ Appeal procedures</li> <li>▪ Exemptions or specific rules applying to artists and cultural professionals</li> <li>▪ Cooperation mechanisms and agreements in the cultural field impacting on regulatory issues</li> <li>▪ A clear distinction on applicable rules, formalities and procedures between EU nationals and non-EU nationals</li> <li>▪ Contacts and links of administrations and organisations in charge</li> <li>▪ Possibly samples of required documents</li> </ul>	<p><b>1. Visa, work permits and residence permits</b></p>	<ul style="list-style-type: none"> <li>▪ Overview of rules on visas.</li> <li>▪ Explanation of requirements regarding work and residence permits.</li> <li>▪ Specific focus on rules applying to artists/cultural professionals.</li> <li>▪ Distinction between short term/long term stay.</li> </ul>
	<p><b>2. Employment and work legislation, including for self-employed workers</b></p>	<p><u>A. When the individual takes up employment in EU country X:</u></p> <ul style="list-style-type: none"> <li>▪ General information on the rights and obligations of artists /cultural professionals when working in country X as an employee (permanently and temporarily).</li> <li>▪ Labour legislation and information on collective agreements in place in different cultural sectors.</li> </ul> <p><u>B. When the individual is posted (self posted or posted by an employer) to EU country X:</u></p> <ul style="list-style-type: none"> <li>▪ Overview of the applicable rules and procedures (or possible exemptions) for 'posted workers' from other EU countries and information on applicable collective agreements.</li> </ul> <p><u>C. When the individual works as a self-employed worker:</u></p> <ul style="list-style-type: none"> <li>▪ Overview of rules applying to artists /cultural professionals who are permanently established abroad as a self-employed worker and work in country X temporarily for a service provision.</li> </ul>
	<p><b>3. Social security</b></p>	<ul style="list-style-type: none"> <li>▪ Overview of all social security contributions artists /cultural professionals have to pay in country X.</li> <li>▪ Overview of the conditions for artists /cultural professionals to access unemployment benefit and other forms of benefits (in case of accident at work, sickness, maternity, etc.).</li> <li>▪ Overview of any special social security arrangements under bilateral treaties concluded by X that have an impact on social security obligations/rights of artists/cultural professionals coming from abroad.</li> </ul>
	<p><b>4. Taxation</b></p>	<ul style="list-style-type: none"> <li>▪ Rules (including exemption or special rules) applying to artists /cultural professionals (employees and self-employed workers) from other countries regarding direct (income) tax for work carried out in country X or for sales to a client in country X.</li> <li>▪ List of formalities with which artists /cultural professionals have to comply to avoid double-taxation of their income/wage for work carried out in country X.</li> <li>▪ Rules on VAT for services/goods provided by artists/cultural professionals, who are established abroad, to a recipient in country X and the applicable VAT rates for services and cultural goods.</li> </ul>

	<b>5. Customs duties, transportation</b>	<ul style="list-style-type: none"> <li>▪ Overview of rules on customs duties and transportations to which artists/cultural professionals have to comply when they import, export or transit artworks, goods and equipment to/from/through country X.</li> <li>▪ Reference to the certificate for the Customs Authorities for the 'Free Flow of Works by Living Artists' of the International Association of Art (IAA).</li> </ul>
	<b>6. Intellectual property rights and data protection</b>	<ul style="list-style-type: none"> <li>▪ Rules on licensing, payments and taxation when using copyright protected material (e.g. music).</li> <li>▪ List of the collective management societies and the types of rights.</li> <li>▪ Overview of rules/regulations on how to organise the protection of one's intellectual property rights.</li> <li>▪ Overview of rules and procedures on data protection.</li> </ul>
	<b>7. Health and safety</b>	<ul style="list-style-type: none"> <li>▪ Overview of general rules on health and safety and public liability with which artists/cultural professionals have to comply when they work in country X.</li> <li>▪ Information made available should preferably focus on particular rules such as health and safety regulation on noise (for music), exemptions for smoking on stage and, where relevant, where to find more detailed information (e.g. authorisation of exploitation of theatres, festivals, etc.).</li> </ul>
	<b>8. Insurance</b>	<ul style="list-style-type: none"> <li>▪ Overview of the insurance artists /cultural professionals have to subscribe to when they are in country X for temporary work or if they transit country X.</li> </ul>
	<b>9. Licences, e.g. performance, broadcasting licence, radio frequencies</b>	<ul style="list-style-type: none"> <li>▪ Description of rules on licences for performances, events in public spaces, and for broadcasting.</li> <li>▪ Basic description of the regulations on radio frequencies with regard to the use of wireless microphones in live performances and the possible licensing regime.</li> <li>▪ Link to the regulator where information can be found on the frequencies available for the use of wireless microphone technology.</li> </ul>
	<b>10. Freedom of expression, privacy</b>	<ul style="list-style-type: none"> <li>▪ Overview of rules and relevant quick links.</li> </ul>

Main information topic	Specific information topics	Indicative list of detailed information that needs to be made available by EU country X
<b>II. Opportunities</b>	<b>1. Mobility-related cultural sector organisations</b>	Information sources dealing with cultural sector organisations, professional contacts and institutions in country X (e.g. venues, festivals, intermediary organisations, as well as national, regional and/or local authorities competent in the cultural field). The information provided should include at least a short description and relevant quick links.
	<b>2. Residencies</b>	List of residencies' organisations and opportunities. Information to include target groups, offered conditions and links.
	<b>3. Jobs and employment in the cultural field</b>	Calls for artists, residencies, festivals. This should include quick links to the information. Mandatory qualification for certain listed occupation (e.g. those jobs which require specific qualifications e.g. teaching, technical jobs).
	<b>4. Educational institutions, educational and vocational training, internships</b>	The information provided should refer to information sources including a short description and relevant quick links.
	<b>5. Funding sources to support incoming and outgoing mobility</b>	A basic list of and links to the main private and public funding sources for cultural production should include at least a short description, deadlines and relevant quick links. A more detailed list is desirable.
<b>III. Resources</b> related to the mobility of artists and cultural professionals	<b>1. Practical information</b>	Any basic information and links on any issue that can be found useful in the context of cultural mobility, incl. on housing and living conditions, opening of a bank account, etc. Public holidays and customary working days, adherence to religious holidays and practices.
	<b>2. EU Member States' and International info services</b>	Links to information services established within other EU countries and any relevant information services and sources at International level.
	<b>3. EU-level info services and resources related to mobility</b>	Links to EU-level information services for citizens, such as <i>Your Europe Advice</i> <sup>6</sup> , <i>SOLVIT</i> <sup>7</sup> , <i>Europe Direct</i> <sup>8</sup> , <i>Culture Contact Points</i> <sup>9</sup> : <b>See detailed list in Annex 2.</b>
	<b>4. EU funded projects and initiatives</b>	Links to and a short description of EU-funded projects and initiatives that deal with information on mobility in the cultural sector: <b>See detailed list in Annex 2.</b>
	<b>5. Research and studies</b>	Information relating to research and studies on mobility undertaken on cultural mobility to/from country X.

<sup>6</sup> [http://ec.europa.eu/citizensrights/front\\_end/index\\_en.htm](http://ec.europa.eu/citizensrights/front_end/index_en.htm)

<sup>7</sup> <http://ec.europa.eu/solvit/>

<sup>8</sup> [http://europa.eu/europedirect/index\\_en.htm](http://europa.eu/europedirect/index_en.htm)

<sup>9</sup> [http://ec.europa.eu/culture/annexes-culture/doc1232\\_en.htm](http://ec.europa.eu/culture/annexes-culture/doc1232_en.htm)

**List of the members of the  
Expert Group on Mobility Information Standards (MIS),  
convened in 2011 by the European Commission, Directorate General for Education and Culture (DG EAC),  
pursuant to the Work Plan for Culture 2011-2014**

1. Croes Anne-Marie, Flemish Ministry of Culture, Youth, Sports and Media, Belgium
2. Da Silva Ines, Ministry of Culture and Communication, France
3. Debaere Anita, Performing Arts Employers' Associations League Europe (PEARLE\*)
4. Di Federico Elena, Fondazione Fitzcarraldo, PRACTICS mobility pilot project, Italy
5. Dovč Dušan, Artservis/SCCA, Center for Contemporary Arts – Ljubljana, Slovenia
6. Farinha Cristina, On the Move, Cultural Mobility Information Network
7. Heemsoth Christine, IGBK (International Association of Art (IAA) in Germany), Germany
8. Holvast Bert, Chair of the EU OMC Group on Mobility, the Netherlands
9. Jurowicz Julek, SMartBE, Belgium
10. Kivelä Risto, independent expert, former chairman of the OMC group on mobility, Finland
11. Lackenbacher Günter, Austrian Federal Ministry for Education, Arts and Culture, Austria
12. Moszkowicz Laurent, Fédération des réseaux et associations d'artistes plasticiens (FRAAP), France
13. Nowak Elzbieta, Polish Ministry for Culture, Poland
14. Timmermans Jan, Kunstenloket, Belgium
15. Tuerlings Maria, Trans Artists, the Netherlands
16. Vaughan-Jones Yvette, Visiting Arts, United Kingdom
17. Weber Werner, Federal Government Commissioner for Culture and the Media, Germany

The experts' group was chaired by Catherine Magnant, European Commission, DG Education and Culture, Unit D1 - Culture policy, diversity and intercultural dialogue. Richard Poláček, Independent Expert, was the rapporteur.

## Annex 2 - Resources

### 1. EU-level info services and resources related to mobility

There is a patchwork of initiatives on information provision on mobility within the cultural sector, at national and EU level. In the overview below a (non-exhaustive) range of initiatives in the public and the cultural sector is listed.

- At EU-level the EUROPEAN COMMISSION has established several **ON-LINE INFORMATION PROVISION TOOLS**:

The relevant information portals at EU-level each have their own purpose and target group. The aim is primarily to communicate on European rights and to disseminate information e.g. on funding and employment opportunities to the general public.

Some services provide information and assistance centres close to users, or contact persons who can inform and advise on the local situation.

#### **Specific information topics:**

- |                                             |                                                     |
|---------------------------------------------|-----------------------------------------------------|
| 1. Visa, work permits and residence permits | 6. Intellectual property rights and data protection |
| 2. Employment and work legislation          | 7. Health and safety                                |
| 3. Social security                          | 8. Insurance                                        |
| 4. Taxation                                 | 9. Licences                                         |
| 5. Custom duties, transportation            | 10. Freedom of expression, privacy                  |

- **YOUR EUROPE ADVICE (CITIZEN SIGNPOST SERVICES/CSS)** - <http://ec.europa.eu/citizensrights>  
1,2,3,4,5,8,10

Your Europe Advice is an EU **advice service for the public**, currently provided by the legal experts from the European Citizen Action Service (ECAS) operating under contract with the European Commission. It consists of a **team of lawyers** who cover **all EU official languages** and are familiar with national laws in all EU countries.

Your Europe Advice works closely with SOLVIT, problem-solving network that deals with problems between individuals or companies and the authorities in another country, in cases where there is a possible misapplication of EU law. If, after examining your request for advice, Your Europe Advice thinks you may need further help in solving a problem with the national administration in question, Your Europe Advice will transfer your case to SOLVIT and inform you accordingly.

- **SOLVIT** - [http://ec.europa.eu/solvit/site/index\\_en.htm](http://ec.europa.eu/solvit/site/index_en.htm)  
1,2,3,4,7,8  
(available in the 23 EU official languages, as well as Icelandic and Norwegian)

SOLVIT is an on-line **problem solving network** in which EU **Member States** work together to solve - without legal proceedings - problems caused by the misapplication of Internal Market law by public authorities. There is a SOLVIT centre in every European Union Member State, as well as in Norway, Iceland and Liechtenstein. SOLVIT Centres can help with handling complaints from both **citizens** and **businesses**. They are part of the national administration and are committed to providing real solutions to problems within ten weeks. Using SOLVIT is free of charge.

- **YOUR EUROPE Citizens and Business Portal** - <http://ec.europa.eu/youreurope>  
1,2,3,4,7  
(available in 22 languages for citizens and 23 for enterprises)

The Your Europe portal addresses mobility rights of EU nationals as well as those of their third country spouses. The portal features customised information, case studies, surveys and feedback mechanisms. Information on the most frequent mobility-related problems, such as residence permits and social security rights, is available. The portal also provides access to information and assistance services that are able to give more tailor-made assistance, such as EURES, Your Europe Advice and SOLVIT.

- **EURES, job mobility portal** - <http://ec.europa.eu/eures>  
2,4,6,7  
(available in the 23 EU official languages, as well as Icelandic and Norwegian)

EURES links the Public Employment Services (PES) across the European Economic Area (EEA). It is designed as a one-stop service to facilitate and promote free movement of workers between Member States of the EEA by providing job-matching services - information, advice and recruitment/placement - for jobseekers and for employers. The job mobility portal is backed by a network of EURES advisors trained in public employment services and working in employment offices, trade unions etc. Within the EURES network, employment services in some countries (e.g. Germany, Austria, Sweden) have developed actions targeted at artists and cultural professionals (e.g. specialist contact persons). The Living and Working Conditions database contains information on: finding accommodation, finding a school, taxes, cost of living, health, social legislation, comparability of qualifications.  
<http://ec.europa.eu/eures/main.jsp?lang=en&acro=lw&catId=490&parentId=0>

- **WORKING IN ANOTHER EU COUNTRY** - <http://ec.europa.eu/social/main.jsp?catId=25&langId=en>  
1,2,4  
(available in the 23 EU official languages)

The website of the European Commission's Directorate General for Employment, Social Affairs and Inclusion provides detailed information about the rights of EU nationals to take up work or look for a job in another EU country.

- **INFORMATION ON "POSTED" WORKERS** - <http://ec.europa.eu/social/main.jsp?catId=471&langId=en>  
2,3  
(available in the 23 EU official languages)

The trans-national provision of services, where employees are sent to work in a Member State other than the one they usually work in, gives rise to a distinctive category, namely that of "posted workers". This category does not include migrant workers to go to another Member State to seek work and are employed there. To guarantee that the rights and working conditions of a posted worker are protected throughout the European Union, and to avoid "social dumping" where foreign service providers can undercut local service providers because their labour standards are lower, the European Community law has established a core of mandatory rules regarding the terms and conditions of employment to be applied to an employee posted to work in another Member State. The Posting of Workers Directive ([Directive 96/71/EC](#)) is explained in detail on this website of the European Commission's Directorate General for Employment, Social Affairs and Inclusion.

- **SOCIAL SECURITY COORDINATION AND SOCIAL SECURITY RIGHTS FOR EU CITIZENS MOVING INSIDE THE EU**

<http://ec.europa.eu/social/main.jsp?langId=en&catId=849>

3,7

(available in the 23 EU official languages)

The website of the European Commission's Directorate General for Employment, Social Affairs and Inclusion provides detailed information about the social security benefits of EU citizens who work or are on holidays in another EU country or who have worked in more than one EU country.

The website also offers a detailed description of social security rights within each EU Member State:

[http://ec.europa.eu/employment\\_social/social\\_security\\_schemes/national\\_schemes\\_summaries/bel/1\\_general\\_en.htm](http://ec.europa.eu/employment_social/social_security_schemes/national_schemes_summaries/bel/1_general_en.htm)

A tool to improve coordination of social security (Electronic Exchange of Social Security Information -EESSI) will shortly be available.

- **EUROPEAN HEALTH INSURANCE CARD** - <http://ec.europa.eu/social/main.jsp?langId=en&catId=509>

3,7

(available in the 23 EU official languages)

The European Health Insurance Card makes it easier for people from the European Union's 27 Member States plus Iceland, Liechtenstein, Norway and Switzerland to access health care services during temporary visits abroad. The card is available free of charge through local health authorities.

- **MISSOC – INFORMATION SYSTEM ON SOCIAL PROTECTION / SOCIAL SECURITY** - <http://ec.europa.eu/social/main.jsp?catId=815&langId=en>

3

(available in English, French, and German)

The 'Mutual Information System on Social Protection / Social Security', was established in 1990 to promote a continuous exchange of information on social protection among the EU Member States. The system nowadays includes information on Social Protection in all 27 Member States, the three countries of the European economic area - Iceland, Liechtenstein and Norway - as well as Switzerland.

- **EURAXESS, Researchers in motion** - <http://ec.europa.eu/euraxess/>

2,3

(available in 5 EU official languages)

Euraxess addresses mobile researchers. Euraxess Jobs strives to publish all public research vacancies in Europe on-line. The Euraxess Services Network is composed of over 200 centres in 35 European countries to assist researchers and their families when moving to or living in another country.

- The **EU IMMIGRATION PORTAL** - <http://ec.europa.eu/immigration/>

1,2

(available in English and French)

This portal provides access to information on European and national immigration policies and law. It is a tool for improving communication on migration issues with third-country nationals planning to migrate to the EU and with those willing to move from one Member State to another. A tool will shortly be available for the exchange of visa data among Member States: the Visa Information System (VIS).

- **STUDY IN EUROPE** - <http://ec.europa.eu/education/study-in-europe/>  
1,2,3  
(available in 7 languages: English, Spanish, French, Portuguese, Chinese, Russian, Arabic)

Study in Europe is a web site created by the European Commission providing up-to-date information on thirty-two European countries, their universities and what it takes to live and study in them. Courses and programmes, application guides, an overview of the European higher education system, as well as useful practical information and tips regarding the way a European higher education programme could contribute to mobility - across Europe and the rest of the world - are included.

- **PLOTEUS (Portal on Learning Opportunities throughout the European Space)** - <http://ec.europa.eu/ploteus/home.jsp?language=en>  
1,2,3  
(available in 25 languages)

This portal is managed by the European Commission. It contains everything one needs to know when moving abroad to another European country: learning opportunities and training possibilities available throughout the European Union, cost of living, tuition fees, finding accommodation, legal framework and other general information. Several links to web sites of universities and higher education institutions, databases of schools and vocational training and adult education courses are also included, in addition to exchange programmes and grants.

#### ▪ **EU FUNDING OPPORTUNITIES in culture and media:**

- **CULTURE CONTACT POINTS** - [http://ec.europa.eu/culture/annexes-culture/doc1232\\_en.htm](http://ec.europa.eu/culture/annexes-culture/doc1232_en.htm)

Cultural contact points have been established in the EU Member States and in most of the other countries taking part in the Culture Programme. They are responsible for promoting the programme, facilitating the participation of as many cultural professionals as possible, ensuring an exchange of information with national cultural institutions, maintaining contact between the participants in the various Community programmes and a link with the other sources of information on the various Community programmes.

- **MEDIA DESKS/ ANTENNAE** - [http://ec.europa.eu/culture/media/programme/overview/who/desks/index\\_en.htm](http://ec.europa.eu/culture/media/programme/overview/who/desks/index_en.htm)

Operators interested in participating in the MEDIA PROGRAMME, can contact with the MEDIA DESK/ ANTENNAE in their country which can help with information and advice.

## 2. EU-funded projects and initiatives dealing with information on mobility for artists and cultural professionals

Many cultural organisations operating at European level provide information to artists, cultural professionals, cultural organisations and enterprises, working across borders. These include members associations and networks such as Pearle\* (<http://www.pearle.ws/en/pearle>), IETM (<http://www.ietm.org/>), Res Artis (<http://www.resartis.org/en/>) and others. Also several *Cultural Contact Points* (see page 14) provide useful information beyond the Culture Programme which is relevant for the mobility of artists and cultural professionals. Establishing an exhaustive list of all these organisations was not the aim and not possible within the framework of the work carried out by the Expert Group on mobility information standards. A **non-exhaustive list of initiatives** (including organisations and networks) **and projects funded by the EU and pursuing the specific aim to provide information** on mobility for artists and cultural professionals includes the following:

- **PRACTICS, mobility pilot project** - <http://www.practics.org/>  
*Practics*. See *Mobile See Practical* is a 3-year mobility pilot project (2008-2011) which aims at facilitating targeted and up-to-date information provision at national and regional level to help the mobility of cultural professionals across borders in Europe. PRACTICS has developed and piloted 4 first entry pilot *Mobility Infopoints* in Belgium, Spain, Wales and the Netherlands with the task of answering questions, providing information tools, and providing advice on legal issues, funding, providing training. The project also included the mapping of information offer and demand in Finland and Italy to preview potential future mobility Infopoints and a mapping in Spain to improve information provision. The 4 pilot *Mobility Infopoints* are: Kunstenloket (Belgium: [www.kunstenloket.be](http://www.kunstenloket.be)), SICA (the Netherlands: [www.sica.nl](http://www.sica.nl)), Wales Arts International (Wales/United Kingdom: [www.wai.org.uk](http://www.wai.org.uk)), and Interarts (Spain: [www.interarts.net/es/](http://www.interarts.net/es/)).
- **OTM – On the Move** - <http://on-the-move.org/>  
*On the Move* (OTM) is a cultural mobility information network with 35 members and partners in over 20 countries. OTM provides cultural mobility information from all parts of the world and engages in research, capacity building and advocacy for mobility issues in collaboration with its network members. OTM's mission is to facilitate coordinate and improve cultural mobility information provision in Europe and beyond, and to defend and promote a concept of mobility that is progressive, responsible and sustainable.
- **LAB FOR CULTURE** - <http://www.labforculture.org>  
The *Lab for Culture* is an initiative of the European Cultural Foundation and provides the following services:
  - Information, research and analysis related to cultural cooperation and collaboration, including funding opportunities, critical perspectives, research, news, and contacts (organisations and networks).
  - Online networking tools to enable and strengthen the capacity for cultural collaboration within the cultural sector.
  - Promotion of the players engaged in cultural cooperation and their activities across Europe and beyond.
  - Spaces for connections, exchanges and knowledge sharing between organisations and individuals.
  - Platforms for discussion and discourse on current issues affecting the cultural sector.
- **CIRCOSTRADA** - <http://www.circostrada.org/>  
*Circostrada Network* is a European platform for the street arts and circus, dedicated to information, observation and professional exchanges. Representing more than 50 members from 17 countries, the network is working to develop the structuring and recognition of these sectors in Europe. HorsLesMurs, French national information centre for street arts and circus arts, is the general secretariat of the network.

- **Changing Room, mobility pilot project** - <http://changingroom.teh.net>  
The *Changing Room* mobility pilot project (2008-2010) has established the *Changing Room Toolkit*, an on-line platform that offers free tools for knowledge sharing and networking between cultural operators. It includes a wiki-style knowledge base.