Professional Development

In France

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Introduction

- Expectations?
- Previous knowledge?
- Previous experiences?
- Question when needed!

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Contents

- Obligations in terms of training
- Mandatory interviews
  - Annual Performance Appraisal
  - Entretien de Parcours Professionnel & état des lieux récapitulatif
- Training and Development
  - VAE
  - CPF
  - OPCO

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Obligations in terms of training

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Brief history of training in France

- After WW2 : Constitution
- 1970: Training in working time and creation of the CIF
- 1981: dedicated Ministry
- 1982 : compulsory contribution
- 1983: FONGECIF
- 2000: Employee protection
- 2002: Creation of VAE leave
- 2009: Lifelong learning

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Obligations in terms of training?

- Training is compulsory
  - Training to perform their role
  - Training to ensure their safety
  - Obligation of result
- Compulsory training courses are working hours

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Funding of training

- Dual obligation:
  - *Contribution légale obligatoire*
    - 0.55% if <11 employees, then 1%
    - Payments are mutualised
    - Potential sanctions
    - Conventional and / or voluntary contribution
  - Apprenticeship tax
    - 0.68% or 0.44%
    - Also mutualised

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Any questions?

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Interviews

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Annual performance appraisal

- "*Entretien annuel*"
- Not mandatory…
- … but may be imposed by your *convention collective*
- Form

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Annual performance appraisal

- Consultation
- Labour law rules:
  - Information
  - Confidentiality
  - Relevance
  - Transparency
- For everyone
- Employees can’t refuse
- Personal data

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Annual performance appraisal

- Follow-up:
  - “good” appraisal
  - “bad” appraisal
- Not grounds for dismissal

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Professional interview

- "*Entretien de Parcours Professionnel*"
- Mandatory for everyone
- Goal:
  - Career development and training
  - Information about *VAE*
  - Information about *CPF*
  - Not about their work

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Professional interview

- Used to be every two years
- Now within first year / every 4 years
- After specific periods of interruption:
  - Maternity leave
  - Full or part-time parental leave
  - Adoption leave
  - Leave for caring for a family member
  - Sabbatical leave
  - Sick leave > six months
  - Trade union mandate
- "*Etat récapitulatif*" every 8 years

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Professional interview

- Contents (4 years interview):
  - Professional development
  - Training & certification actions
  - Salary progression and/or professional development
  - Employability
  - Reflections about the future
- Help from a *conseiller* is possible

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Professional interview

- *“état des lieux récapitulatif”*
- Contents (8 years review):
  - at least one non-compulsory training course
  - Acquired elements of certification
    - Through training
    - Or VAE (validation of acquired experience)
  - Benefited from salary or professional progression

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Professional interview

- Written report
- Contents:
  - Dates of previous professional interviews
  - Training actions
  - Elements of certification
  - Progress
- Sanctions

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Any questions?

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VAE

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VAE

- *« Validation des Acquis de l'Expérience »*
- An easy to meet requirement
- How to react to a VAE request?
- Interest for the employer?

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CPF

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CPF

- *« Compte personnel de formation »*
- A training fund
- The account is personal
- Duty to inform

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CPF

- Funding
  - By a state agency
  - 500€ per year / 5000€ maximum
  - Rights are personal
- Special employer’s contribution
  - By agreement
  - Lack of *Entretien Parcours Professionnel*
  - Voluntary contribution

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CPF

- How is the CPF used?
  - Sole initiative of the employee
  - The employer cannot impose it
- The employee manages the process
  - Large choice of courses
  - Online and face to face
- Interest for the employer?

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OPCO

- « *Opérateur Compétences* »
- Role:
  - Finance apprenticeship
  - Support building professional qualifications
  - Support companies with less than 50 employees
- 11 different OPCOS
- Interest for the employer?

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Any questions?

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Thank you

- Baptiste@viridianhr.co.uk
- We will send you a post-training form
- Thank you in advance for your feedback!
- Next session: Working time in France
- We send info in our monthly newsletter – if you'd like to be added, please send a message to Emmanuelle who can add you

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