



For the attention of CEEP members

Brussels, 08 October 2010
CEEP/2010-86

Re: Information about CEEP Secretariat internal structure

Dear members,

In order to respond as best as possible to new demands from members as well as to financial pressure, CEEP General Secretariat underwent an internal re-organisation. We hope that the new structure will increase the effectiveness of our scarce human resources as well as answer to your needs.

With the present letter we would like to inform you in a simple way about “who does what” in the new structure. As soon as CEEP’s IT system will be stable again, an organigram, accompanied by pictures of members of staff, will be available on our website, for the benefit of members and of external stakeholders. You will all receive a message as soon as this will be settled.

Meanwhile, please find below the key information:

Ralf Resch, General Secretary of CEEP

Implementation of decisions taken by the highest CEEP decision making bodies. Policy making and external representation of CEEP.

Email : ralf.resch@ceep.eu; phone : +32.2.229.2141; mobile phone: +32.499.510.536

Valeria Ronzitti, Director

Daily running of the General Secretariat including overall policy implementation, communication to National Sections and management of CEEP staff.

Email: valeria.ronzitti@ceep.eu ; phone : +32.2.229.21.42; mobile phone : +32.495.36.03.18

Rachel De Wouters, Executive Assistant

Daily administrative management of the General Secretary’s and Director’s activities. Update of CEEP databases.

Email: rachel.dewouters@ceep.eu; phone: +32.2.229.21.47

Bengt Hedenström, Senior membership adviser

Membership recruitment and retention towards the design and implementation of recruitment plans.

Email: bengt.hedenstrom@ceep.eu; phone: +32.2.229.21.51

Julie Legrain, Administrator

Daily implementation of budgetary and HR related issues. Back office to CEEP statutory meetings.

Email: Julie.legrain@ceep.eu; phone: +32.2.229.21.52

Gin Ngan, Web and Media Officer

Design and update of CEEP website and management of CEEP extranet.

Email: gin.nagn@ceep.eu; phone: +32.2.229.21.58

David Anciaux, Project Officer

Application for and running of EU funded projects. Design of and raising funds for CEEP self-financed projects.

Email: david.anciaux@ceep.eu; phone: +32.2.229.21.44

Andreas Persson, Policy Officer

Daily support to the work of CEEP Social Affairs Committee and working groups, including identification and monitoring of all EU social dialogue related activities.

Email: andreas.persson@ceep.eu; phone: +32.2.229.21.54

Simona Urbaityte, Policy Officer

Daily support to the work of CEEP Services of General Interest & Statistics, Enterprises Internal Market & Competition and Local Enterprises committees, including identification and monitoring of EU related policies.

Email: Simona.urbaityte@ceep.eu; phone: +32.2.229.21.43

Mireille Vandomme, Policy Coordinator

Daily support to the work of CEEP Energy, Environment, Water, Transport and Communications Committees

Email: mireille.vandomme@ceep.eu; phone: +32.2.229.21.50

Our colleague Sonia D'Oline is still on long term illness and we hope to welcome her back soon in our team.

We recall you that CEEP General Secretariat can also be reached at the following numbers: phone +32.2.219.27.98, fax +32.2.218.12.13 from Monday to Friday from 9:00 to 17:30

Finally, I take the opportunity of this letter to inform you that I will be on maternity leave from October 2010 to April 2011. Until then, I will be replaced by Ms Ulrike Neuhauser, from the Vienna Hospital Association, member of the Austrian Section of CEEP. Ms Neuhauser can be reached as from 11 October 2010 at the following email ulrike.neuhauser@ceep.eu and phone number +32.2.229.21.42.

Best Regards,



Valeria RONZITTI
Director CEEP