

List of duties and responsibilities of the members of the Council of the Swiss Abroad (CSA)

(Pflichtenheft/Cahier des charges)

Members residing abroad

1. Representation

- Representation of the concerns of the represented Swiss community and its institutions in the CSA
- Acting as a contact point and information point for compatriots in the represented area
- Participation in discussions in the ASR to identify and solve problems

2. Communication

- Informing the represented Swiss associations and umbrella organisations about the work and offers of the OSA as well as about current events from the CSA
- Assistance in publicising the OSA and the CSA in the host country in cooperation with Swiss associations
- Presence in the relevant regional section of the Swiss Review
- Maintaining contact with Swiss associations and Swiss institutions in the represented area
- Maintaining contact with the Swiss representations (embassies, professional and honorary consulates) in the represented area
- Promoting the political participation of the Swiss Abroad
- Participation in campaigns to promote the Swiss presence

3. Participation

- Presence (subject to important exceptional reasons) and participation in all meetings of the CSA and, if necessary, in committees/working groups
- Availability for Swiss media

Members residing in Switzerland

1. Representation

- Representation of the interests of Swiss citizens living abroad in their own institutions (including parties and parliament)
- Participation in discussions in the CSA to identify and solve problems
- Use of specific know-how for the concerns of Swiss citizens living abroad

2. Communication

- Informing the represented institutions about the work and offers of the ASO as well as about current events from the CSA
- Assistance in publicising the OSA and the CSA in Switzerland
- Promoting the political participation of Swiss citizens living abroad

3. Participation

- Presence (subject to important exceptional reasons) and participation in all meetings of the CSA and, if necessary, in committees/working groups
- Availability for Swiss media

Approved by the CSA on August 5, 2016

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