



Working with Europe and the EU – A New Context London, 3-5 November 2025

Dear all,

We're delighted to confirm your place on the Europe Faculty Practitioner Level training course **Working with Europe and the EU - A New Context**, on **Monday 3 November to Wednesday 5 November 2025**.

The course is being delivered by the European Institute of Public Administration (EIPA), on behalf of FCDO Europe Faculty, and we will be communicating directly with you. We will issue all calendar invites, meeting links and course materials, with instructions for how to access them.

Course timings and delivery

The course will run from 09:30-17:00 each day and will be delivered in person. The MS Teams chat will be used during the training to provide links and information to participants' devices.

The course will be taking place in **room EG.107, Foreign, Commonwealth & Development Office, King Charles Street, London**. If you need to be escorted in the building, you should go to the main Reception at the front of the building where staff will issue you with a Visitor's pass. Do make sure you have your government office pass with you for ID purposes. You will then be collected and escorted to the room. Please arrive in good time to clear security. We would be grateful if you can bring your official laptops with you as they may be needed for some of the interactive exercises. In advance of the course, please make sure your laptop will connect to Gov Wi-Fi.

Programme & pre-course reading

The programme, pre-course and further reading material are available on **EIPA's learning platform** [Course: Working with Europe and the EU - A New Context \(03-05 November 2025\) | EIPA](#) (please note that registration is not required, only cookies need to be accepted). The presentations will be available on the platform from Thursday 30 October 2025.

If you prefer a hard copy of the presentations, do print and bring them with you. **Please note:** the course is Practitioner Level and therefore it is essential you have some knowledge about the UK-EU relationship to ensure you get the most benefit from the learning.

Before the start of the course, you must have completed and be familiar with:

- **Foundation Level Module 3 – Topics 4, 5 and 6**
- **Approaching EU Policy-Making Pre-reading**

This material forms the basis of the course, and will build on it over the three days.

You will need it!

Commitments from you

A lot of time has been invested in developing this training. We therefore ask you to please commit to attending the whole course, to participate to your best ability and provide feedback – including responding to a follow-up survey about how the course has benefitted your job and career.

If you are not able to attend, please let us and Europe Faculty EuropeFaculty@fcdo.gov.uk know ASAP, so your place can be offered to someone else.

Chatham House Rule

This training is conducted using the Chatham House Rule. Participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed. Therefore, any potentially sensitive topic discussed during the training will not be discussed further.

Sharing of details of other delegates

On the basis of previous feedback, it is proposed to share everyone's names, departments, job titles and contact details in advance of the course, with a view to facilitating networking. You are, of course, able to opt out of this. Please let Europe Faculty EuropeFaculty@fcdo.gov.uk know if you wish to do so.

**We look forward to seeing you on Monday 3 November,
and ask that you arrive at FCDO Reception by 09:00
for a prompt 09:30 (UK time) start.**