

HR PRACTICAL INFORMATION

REFORM OF PROFESSIONAL TRAINING 2018, WHAT IS CHANGING?

The law for the “*liberté de choisir son avenir professionnel*” came into effect on January 1, 2019. It has reformed professional training profoundly, four years after the previous reform that introduced, among other things, the *Compte Personnel de Formation (CPF)*.

The objective of this new reform is to make the employee more than ever involved in his career and employability by emphasizing the importance of regular training and by facilitating access to training. What’s new about this reform?

SOME EVOLUTIONS FOR THE CPF

During any salaried professional activity under private law (including an apprenticeship contract), from the age of 16, all employees accumulate training hours on their *Compte Personnel Formation*.

This account follows the employee from entry into working life until retirement. Changes of position or loss of employment do not affect the hours already accumulated on the CPF. These are attached to the person, not to the company.

The CPF is a real ally for employees’ professional training and development of new skills.

Two possibilities to use one’s CPF hours:

- The training takes place outside of working time: no need for the authorization of the employer, who does not need to be informed.
- The training takes place during working time: need for the authorization of the employer before starting the training. The employee must apply 60 days before the start of the training if the duration is less than 6 months, or 120 days before if the training is more than 6 months. The employer must respond within 30 calendar days; lack of response on his part signifies agreement.

Various trainings are accessible via the CPF in order to:

- Obtain a qualification: diploma, professional qualification, certification....
- Do a skills assessment
- Validate your prior proven professional experience
- Be trained in business takeover and creation
- Acquire knowledge base and basic skills
- Obtain a driving license under certain conditions

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From 2020, the CPF will no longer be incremented in hours but in Euros.

- €500 per year for full-time and part-time employees.
Employees working less than half time will have their account credited pro rata temporis and capped at €5000.
- €800 per year for employees with a low level of qualification. The account will be capped at €8000.

By 2020, employees will be able to mobilize the amount corresponding to the hours recorded on their CPF on 31 December 2018, including DIF hours, converted at the rate of 15 €/hour.

Therefore, someone who has never used his DIF or CPF hours has "full" counters. His CPF account will therefore be valued at 2970 € (DIF (max 126 h) + CPF (max 72 h on 01/01/2019)) = 2970 €



DIF HOURS ACQUIRED AND NOT YET MOBILIZED REMAIN USABLE UNTIL 31 DECEMBER 2020. AFTER THAT DATE, THEY WILL BE LOST.

The company has the possibility to supplement the CPF of its employees by financing the difference when a training course costs more than the rights recorded on the CPF of the employee.

To further facilitate employee access to training, a CPF mobile application will be available from fall 2019. Through this application, beneficiaries will have access to their CPF credit and to training offers, and may compare the quality of certified training organizations, check their success rate and register online. This application will be complementary to the website www.moncompteactivite.gouv.fr

Training actions financed under the CPF can be organized:

- During working time, with salary maintained by the company when the absence is authorised.
- Outside of working time, without remuneration and not requiring agreement from the company

To access your personalized information (rights, training allowed), log in or create your CPF account on www.moncompteactivite.gouv.fr with your Social Security number.

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THE CPF DE TRANSITION PROFESSIONNELLE REPLACES THE CONGE INDIVIDUEL DE FORMATION (CIF)

Since 1 January 2019, the *Congé Individuel de Formation* (CIF) has been replaced by the *CPF de Transition Professionnelle* which may “contribute to the financing of a certifying training action intended to enable the employee to change his/her occupation or profession within the framework of a professional transition project”. This new device is specifically designed to allow employees to train to acquire a higher qualification or to retrain.

The use of *CPF de transition professionnelle* implies that the employee mobilizes the hours listed on his CPF counter. If, however, he does not have enough hours, the *CPF de transition professionnelle* can supplement the missing hours and allow the realization of the project through a system of matching established after validation by a joint commission.

To find out more about the CPF professional transition click [here](#)

MORE SUPPORT WITH THE CONSEIL EN EVOLUTION PROFESSIONNELLE

The previous reform on professional training had set up the *Conseil en Evolution Professionnelle* (CEP). With this new reform, the CEP is reinforced. Free for all, personalized and carried out outside working hours, the employee may use the CEP on its own initiative and without seeking the agreement of his employer

The CEP includes the following services:

- Individual interview to analyze your professional situation,
- Counseling aimed at defining one's career plan,
- Support in the implementation of this project.

At the end of the interview, a summary document is given to the beneficiary summarizing his professional development project and the strategy envisaged for its implementation (for example, training eligible for the *Compte Personnel de Formation*).

Advisers from five authorized bodies provide the CEP:

- Pôle Emploi (for jobseekers)
- APEC for *Cadres*
- Opacif/Fongecif (for all professional categories)
- CAP Emploi (for people with disabilities).

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FACILITATE CAREER CHANGE THROUGH ALTERNANCE

The Pro-A device replaces the *période de professionnalisation*. Pro-A "is intended to allow the employee to change their occupation or profession, or to benefit from a social or professional promotion through training actions". Pro-A is also distinguished by the audience it addresses. Beneficiaries must hold a diploma lower than or equal to a Bachelor's degree.

Like the *période de professionnalisation*, the Pro-A is intended for employees on permanent contracts. It is organized under the same conditions as the period of professionalization, that is to say alternating periods of theoretical training (in a training organization or in the training department of the company if there is one) and "business exercise of one or more professional activities ". It must lead to a certification, or make a career change possible. It can be carried out in whole or in part outside of working time, within the limit of 30 hours, with the agreement of the employee. The part completed during working time entitles the employee to full remuneration. The Pro-A is formalized by means of an amendment to the employment contract, which specifies its duration and purpose.

To learn more about Pro-A, click [here](#)

THE SKILLS DEVELOPMENT PLAN

Since January 1, 2019, the Skills Development Plan replaces the Training Plan. The actions included in the skills development plan are the responsibility of the employer, unlike the training that employees can take on their own initiative through their *Compte Personnel Formation*.

However, an employee may request to undergo training provided for in the company's skills development plan. The employer is free to refuse or accept.

Some useful websites

www.apec.fr

<https://www.fongecif-idf.fr/>

<https://www.opcalia.com/>

<https://www.agefiph.fr/Annuaire>

You still have questions about training, CPF.... Contact Human Resources