



D.R. inventory no.638/2019 Prot. n. 28311 Classif. VII/1 of 19/04/2019

THE RECTOR

Comparative evaluation procedure – by qualifications and public debate – for the recruitment of 1 (one) Researcher with a fixed-term employment – in compliance with art. 24, paragraph 3 lett a) L. 240/10 - **S.S.D. CHIM/09 - Pharmaceutical and technological applications of chemistry - S.C. 03/D2 - Drug technology, socioeconomics and regulations at the Department of FARMACIA.**

Considering the **Italian Law dated 9 May 1989, No. 168** and subsequent amendments and additions, "*Formation of the Ministry of University and Scientific and Technological Research*";

Considering the **Italian Law dated 7 August 1990, No. 241** and subsequent amendments and additions, "*New regulations on administrative procedure and right to access administrative documents*";

Considering the **Italian Law dated 5 February 1992, No. 104** and subsequent amendments and additions, "*Framework Law on assistance, social integration and rights of disabled people*";

Considering the **Italian Decree of the President of the Council of Ministers, D.P.C.M. dated 7 February 1994, No. 174** and subsequent amendments and additions, "*Regulations on access by citizens of EU Member States to the workplace when employed by the public administrations*";

Considering the **Italian Law dated 27 December 1997, No. 449**, and subsequent amendments and additions, "*Measures for the stabilisation of public finance*";

Considering the **Italian Presidential Decree D.P.R. dated 28 December 2000, No. 445** and subsequent amendments and additions, "*Consolidated text of laws and regulations on administrative documentation (Text A)*";

Considering the **Italian Legislative Decree D.Lgs. dated 30 March 2001, no. 165**, and subsequent amendments and additions, "*General legislation on the employment by public administrations*";

Considering the **Italian Legislative Decree D.Lgs. dated 06/9/2001, no. 368**, and subsequent amendments, "*Implementation of directive 1999/70/EC relating to the framework agreement on temporary employment, concluded by the UN/CE, CEEP and CES*";

Considering the **Italian Legislative Decree D.Lgs. dated 30/6/2003, no. 196**, and subsequent amendments and additions, "*Code on the protection of personal data, laying down provisions for adapting national law to Regulation (EU) No 2016/679 of the European Parliament and of the Council of 27 April 2016 in relation to the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC*";

Considering the **Italian Law dated 15 April 2004, No. 106**, and subsequent amendments and additions, "*Laws relating to the legal deposit of documents of cultural interest destined for public use*";

Considering the **Italian Presidential Decree D.P.R. dated 11 February 2005, No. 68**, and subsequent amendments and additions, "*Regulations indicating provisions for the use of certified e-mail, in compliance with article 27 of the Law dated 16 January 2003, no. 3*";

Considering the **Italian Legislative Decree D.Lgs. dated 7 March 2005, No. 82**, and subsequent amendments and additions, "*Code on digital administration*";

Considering **Recommendation dated 11 March 2005, no. 2005/251/EC** and subsequent amendments and additions, "*Recommendation of the Commission concerning the European Charter for Researchers and a code of conduct for the employment of researchers*";

Considering the **Italian Law dated 31 March 2005, no. 43**, and subsequent amendments and additions, "*Conversion into Law, with amendments of Decree Law dated 31 January 2005, no. 7 containing urgent provisions for universities and research, for cultural heritage, for the completion of big, strategic works, for the mobility of public employees, and to simplify the fulfilment of obligations relating to tax duty and licensing taxes. Amnesty of the effects of article 4, paragraph 1, of Decree Law D.L. dated 29 November 2004, no. 280*";

Considering the **Italian Law dated 4 November 2005, No. 230**, and subsequent amendments, "*New provisions concerning university professors and researchers and mandate to the Government for the reorder of the recruitment of university professors*";

Considering the **Italian Legislative Decree D.Lgs. dated 11 February 2006, No. 198**, and subsequent amendments and additions, "*Code of equal opportunities between men and women*", in compliance with article 6 of the Law dated 28 November 2005, no. 246";

Considering the **Italian Presidential Decree D.P.R. dated 3 March 2006, No. 252**, and subsequent amendments and additions, "*Regulations on the matter of the legal deposit of documents of cultural interest destined for public use*";

Considering the **Italian Law dated 9 January 2009, no. 1**, and subsequent amendments and additions, "*Conversion into Law, with amendments, of Decree Law dated 10 November 2008, no. 180, with urgent provisions for the right to study, the promotion of merit and the quality of the university system and of research*"

Considering the **Italian Ministerial Decree D.M dated 28 July 2009, No. 89**, assessment of qualifications and scientific publications;

Considering the **Italian Law dated 30 December 2010, No. 240**, and subsequent amendments and additions, "*Legislation for the organisation of universities, academic staff and recruitment, as well as mandate to the government to encourage the quality and efficiency of the university system*";

Considering the **Italian Ministerial Decree D.M dated 25 May 2011 No. 242**, and subsequent amendments and additions, "*Criteria and parameters for the assessment of educational and research activities carried out by the holders of contracts under Art. 24, paragraph 3, letter a) of Law No. 240/2010*";

Considering the **Italian Ministerial Decree D.M dated 25 May 2011 No. 243**, and subsequent amendments and additions, "*Criteria and parameters acknowledged, also in an international sphere, for the preliminary assessment of candidates for receiving contracts under Art. 24, of Law No. 240/2010*";

Considering the note of the Italian Ministry for Education, University, and Research MIUR No. 818 dated 25 May 2011 on the procedure for publication of calls for candidatures;

Considering the **Italian Presidential Decree D.P.R. dated 15 December 2011, No. 232** and subsequent amendments and additions, "*Regulations for the salary of professors and university researchers, in accordance with article 8, paragraphs 1 and 3 of the Italian Law dated 30 December 2010, No 240*";

Considering the **Italian Legislative Decree D.Lgs. dated 29 March 2012, No. 49** and subsequent amendments and additions, "*Discipline for the programming, monitoring and evaluation of the budget and recruitment policies of universities, implementing the mandate envisaged by article 5, paragraph 1, of Law No. 240 dated 30 December 2010, for the achievement of the aims envisaged by paragraph 1, letters b) and c), according to the legislative principles and directive criteria established by paragraph 4, letters b), c), d), e) and f) and in paragraph 5*";

Considering the **Italian Decree of the President of the Council of Ministers, D.P.C.M. dated 27 September 2012** "Technical rules on the identification, also online, of the holder of the certified e-mail box, in compliance with article 65, paragraph 1, letter c-bis), of the Code for digital administration, pursuant to Legislative Decree dated 7 March 2005, no. 82, and subsequent amendments";

Considering the **Italian Law dated 6 November 2012, No. 190** and subsequent amendments and additions, "*Measures for the prevention and suppression of corruption and lawlessness in public administration*";

Considering the **Italian Decree of the President of the Council of Ministers, D.P.C.M. dated 22 February 2013** and subsequent amendments and additions, "*Technical rules on the generation, application and verification of advanced, qualified and digital electronic signatures in compliance with article 20, paragraph 3,24, paragraph 4,28, paragraph 3,32, paragraph 3, letter b), 35, paragraph 2, 36, paragraph 2, and 71*";

Considering the **Italian Legislative Decree D.Lgs. dated 14 March 2013, No. 33** and subsequent amendments and additions, "*Reorganization of the regulations on the right of civic access and the obligations of publicity, transparency and dissemination of information by public administrations*";

Considering the **Italian Presidential Decree D.P.R. dated 16 April 2013, No. 62**, and subsequent amendments and additions, "*Regulations on the code of conduct of public employees, in compliance with article 54 of legislative decree, dated 30 March 2001, no. 165*";

Considering the **Italian Law dated 23 December 2014, No. 190**, "Provisions for the formation of the annual and long-term budget of the State (stability law 2015)";

Considering the **Italian Law dated 28/12/2015, No. 208**, "Provisions for the formation of the annual and long-term budget of the State (stability law 2016)";

Considering the **Italian Law no. 208/2015**, particularly art. 1 paragraph 251 "...For the same purpose pursuant to paragraph 247, and taking into consideration the budgets of the individual universities, under article 66, paragraph 13-bis, of Decree Law dated 25 June 2008, no. 112, converted, with amendments, by the Law dated 6 August 2008, no. 133, the words: "From 2015" are replaced by "For 2015" and after the third sentence, "From 2016, only universities in the conditions indicated above, are allowed to proceed with the hiring of researchers pursuant to article 24, paragraph 3, letter a) of Law dated 30 December 2010,

*no. 240, without the application of turnover limits. Notwithstanding that envisaged by and by 2014, 240...”, were included.”esta fermo quanto disposto dal Legislative Decree, dated 29 March 2012, no. 49, and by Italian Decree of the President of the Council of Ministers, dated 31 December 2014, published in Official Gazette no. 66 dated 20 March 2015, with reference to the hiring of permanent staff and researchers pursuant to article 24, paragraph 3, letter b) of Law dated 30 December 201, no. 240...”;*

- Considering the **Italian Ministerial Decree D.M dated 30 October 2015, No. 855**, "*Redetermination of competition sectors and macrosectors*";
- Considering the **Italian Decree of the President of the Council of Ministers, D.P.C.M. dated 6 November 2015, No. 4/2016** and subsequent amendments and additions, "*Regulations on the digital signing of classified documents*";
- Considering the **Italian Decree Law D.L. No. 210/2015** extending the time limits provided for by legislative provisions (Milleproroghe 2016), in particular Article 1, paragraph 10-octies, last paragraph;
- Considering the report of the **Italian University Council (CUN)** prot. no. 1479/2016 'report on the update of Ministerial Decree D.M. dated 2 May 2011, No. 2'
- Considering the **circular of the Italian Ministry for Education, University, and Research MIUR No. 3672 dated 15 March 2016** on the "Provisions on recruitment for the year 2016", with which the MIUR provides an overall framework of the various regulations regarding recruitment, also in light of the recent provisions of Law dated 28 December 2015, No. 208 (Stability Law 2016) and Decree Law 210/2015 (Milleproroghe) converted, with amendments into Law dated 25 February 2016, No. 21;
- Considering the **Regulation of the European Parliament and of the Council of the European Union no. 2016/679/EU dated 27 April 2016**, "Regulation of the European Parliament on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Regulation on Data Protection) (Text with EEA relevance)", published in the Official Journal of the E.U. 4 May 2016, No. L 119;
- Considering the **Italian Ministerial Decree D.M. dated 7 June 2016, No. 120** "Regulations governing criteria and parameters for the assessment of candidates for the assignment of national scientific qualification for access to posts as level one and two university professors, as well as methods for verifying the qualification of the Commissioners, in compliance with article 16, paragraph 3, letters a), b) and e) of Law dated 30 December 2010, no. 240, and subsequent amendments, and articles 4 and 6, paragraphs 4 and 5, of Italian Presidential Decree dated 4 April, No. 95";
- Considering the **Italian Ministerial Decree D.M. dated 1 September 2016, No. 662**, "*Definitions of the table of correspondence between Italian and foreign academic positions*" with the related integration pursuant to the Ministerial Decree **D.M. dated 1 June 2017, No. 372**;
- Considering **note prot. 2682 dated 27 February 2017**, with which the Ministry dictated provisions on the matter of staff and recruitment for 2017, confirming the restrictions and obligations of the three-year programme;
- Considering the **Italian Law dated 27 December 2017, No. 205** (Budget Law 2018), and in particular Art. 1, paragraph 633, which states "*in order to support the access of young people to research, the responsible autonomy of universities and the competitiveness of the Italian university system and Italian research at international level*", and paragraph 635 which states: "Suspension of fixed-term contracts of female researchers during the period of compulsory suspension for maternity and extension of the contract for a period equal to that of compulsory abstention";
- Considering the **note of the Italian Ministry for Education, University, and Research MIUR No. 2212 dated 19 February 2018**, "*Law dated 27 December 2017, No. 205 - Budget Law 2018 - and other provisions relating to universities*";
- Considering the **Italian Ministerial Decree D.M Italian Ministry for Education, University, and Research MIUR No. 589 dated 8 August 2018**, which defines the threshold values of the indicators of the impact of scientific production with relative Tables 1-2-3 and 4;
- Considering the **Italian Legislative Decree D.Lgs. dated 10 October 2018, no. 101**, and subsequent amendments and additions, "Provisions for adapting national law to Regulation (EU) No 2016/679 of the European Parliament and of the Council of 27 April 2016 in relation to the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation)";
- Considering the **Italian Ministerial Decree D.M.** containing the criteria for the distribution of the Ordinary Operating Fund (FFO) for the year 2018;
- Considering the **note of the Italian Ministry for Education, University, and Research MIUR prot. no. 10022 dated 1 August 2018** on "provisions for compliance with the limits on staff costs and borrowing costs by universities for the three-year period 2018-2020 and Decree on staff points 2018;
- Considering the **note of the Italian Ministry for Education, University, and Research MIUR prot. 16335 dated 21 November 2018** "Attribution of staff points 2018";

Considering the **note of the Italian Ministry for Education, University, and Research MIUR prot. 17232 dated 6 December 2018** "Staff Points 2018 and Special Plan for Researchers b) 2018";

Considering **Italian Decree of the President of the Council of Ministers, dated 28 December 2018** on "Provisions for compliance with the limits on staff costs and borrowing costs by universities for the three-year period 2018-2020, in compliance with article 7, paragraph 6 of Italian Legislative Decree dated 29 March 2012, No. 49", as mentioned by Italian Ministerial Decree D.M. dated 29 December 2018, No. 873;

Considering the **Italian Law dated 30 December 2018, No. 145**, "Provisions for the formation of the budget of the State for financial year 2019 and the long-term financial statements for 2019-2021, particularly paragraph 399 of article 1, which provides for the recruitment of permanent staff on the basis of the P.O. 2019 which states: "For the year 2019, the Presidency of the Council of Ministers, the Ministries, the non-economic public bodies and the tax agencies, in relation to the ordinary recruitment powers referred to said year, may not recruit **personnel with permanent contracts** with legal and economic effect prior to 15 November 2019. For universities, the above provision applies with reference to 1 December 2019 for the ordinary recruitment powers of that same year. This is without prejudice to the qualifications for the role of associate professor pursuant to article 24, paragraph 5 of Law No. 240 dated 30 December 2010, which may be arranged in the course of 2019 at the end of the research contract pursuant to Article 24, paragraph 3, letter b) of the same law"

Since the call referred to in this procedure is for a fixed period of time, it does not, however, fall within the above recruitment limit;

Considering the **sentence of the Constitutional Court no. 78 dated 6 March 2019**;

Considering the **note of the Italian Ministry for Education, University, and Research MIUR prot. 990 dated 18 April 2019** on the Procedures pursuant to articles 18, 22 and 24 of Law 240/2010 - Causes of incompatibility:

Considering the "**University Regulations for the recruitment of Researchers with fixed-term contracts**", issued by Rector's Decree D.R. No. 172 dated 23 December 2011, amended with D.R. no. 96, dated 23 January 2017;

Considering the "**Statute of the University G. d'Annunzio of Chieti-Pescara**", issued with D.R. No. 425 dated 14 March 2012 - Official Journal G.U. General Series No. 71 dated 24 March 2012 and subsequent amendments and additions;

Considering the "**Code of Ethics of the University G. D'Annunzio of Chieti-Pescara**", published on 19 May 2014;

Considering the "**Code of Conduct of the University G. D'Annunzio of Chieti-Pescara**", issued with D.R. No.98/2016, prot. n. 3665 dated 27/01/2016;

Considering the Integrated Performance, Transparency and Corruption Prevention Plan, approved by the Board of Directors at its meeting on 22 January 2019 and visible on the University's website;

Considering the "**University Didactic Regulations**", adopted by Rector's Decree D.R. No. 863 dated 16 December 2013 (published on 17 December 2013) and subsequent amendments and additions;

Considering the "**Regulations on the academic duties of professors and researchers, on self-certification methods, the verification and assessment of educational tasks and services to students, as well as verification on the research activity**", issued by Rector's Decree D.R. No. 597 dated 15 February 2017 and subsequent amendments and additions;

CONSIDERING the resolutions passed by the Academic Senate and the Board of Directors on planning, including the relative planning guidelines and, in particular, the resolutions passed by the Academic Senate on 10 July 2018, 13 November 2018 and 15 January 2019, and by the Board of Directors in the sessions held on 17 July 2018 and 27 November 2018;

Considering the financial availability resulting from the University Budget;

Given that, according to **MIUR Circular No 3672 dated 15 March 2016**, Article 2(b), the above assessment does not give rise to the consumption of staff points and consequently the deferral of recruitment provided for in Law No 145/2018 does not apply;

## D E C R E E S

### **Art. 1 – Scope of the selection**

A comparative assessment procedure by qualifications and public discussion for the recruitment of **one Researcher with fixed-term employment is called pursuant to Art. 24 paragraph 3 letter a) of the Italian Law 240/2010 (junior) with full-time commitment – renewable – as per Form 1 (profile expressed through SSD indication) annexed to the procedure with Forms A and B.**

### **Art. 2 - Activities to be carried out under "junior contract"**

The Researcher with **junior** contract is expected to perform, as part of the institutional teaching commitment, at least one annual teaching course or equivalent per academic year. The commitment of the full time fixed-term Researcher is set at 1,500 hours of work per year, of which a maximum of 350, if full time, and 200 under defined time, are dedicated to teaching, integrated teaching, and service to students, including careers advice, tutorship and learning assessment activities – in compliance with art. 6 Law 240/10. Within the scope of the teaching activities, the fixed-term researcher can do a maximum of 60 hours of frontal teaching per academic year, according to the methods outlined in the work contract. In addition to frontal teaching activity carried out during bachelor's degree courses, master's degree courses and single cycle courses, for basic teaching (or combined teaching modules) characterising or accompanying within the scope of the disciplinary scientific sector, frontal teaching activities relating to chosen teachings of the study courses, or performed during doctorate courses, masters and specialisation schools fall within the formative activities quantifiable for the purposes of the provisions of this paragraph. In order to check the breakdown of the total hours destined to the researcher's research activity, a specific register can be used. The provisions on the self-certification of teaching activities envisaged by Regulations (D.R. n. 597 dated 15 October 2017) apply to researchers on temporary contracts, insofar as they are compatible. The activity of the fixed-term researcher is subject to successful review, carried out in the form of written report, of the research programme and educational project. The activities of teaching, integrated teaching, and service to students carried out by the Researcher shall be shown in a specific register to be submitted annually to the approval of the Organisation responsible for teaching. The research activities will be subject to a specific technical-scientific report to be submitted annually to the approval of the Department the researcher refers to. The rejection of the technical-scientific report or register of lessons may give just cause to terminate the contract. All of the above in compliance with the "*Regulations on the academic duties of professors and researchers, on self-certification methods, the verification and assessment of educational tasks and services to students, as well as verification on the research*" activity, (issued by Rector's Decree D.R. No. 597 dated 15 February 2017).

According to the rules for their legal status, professors and researchers fulfil their commitment by personally carrying out the teaching activities assigned to them in accordance with current legislation (supplementary teaching activities and/or lessons), within the degree programmes, master's degree courses, specialisation courses, and courses to obtain master degrees and PhDs Seminars and laboratory activities and field testing of any kind, carried out as a complement of courses under the authority of the teacher, shall be evaluated as part of the educational activity.

Teachers shall ensure their accessibility and availability for tutoring and for reception of students during the whole of the academic year, regardless of the time schedule of the courses. In particular, teachers secure at least one day a week of reception, for a period of not less than two hours, to be held in the facilities of the University.

The hours of lectures, tutorials, and other educational activities, including weekly hours for reception of students, are established in order to ensure that individual teachers dedicate time to teaching in not less than three distinct days of the week, in the manner determined by the individual Departments.

Researchers are required to attend the meetings of the Department Boards and other bodies, as well as the academic committees of which they are members.

The position of professor and researcher is incompatible with the exercise of trade and industry, with the option to set up businesses with characteristics of university spin-offs or start-ups, in accordance with [articles 2 and 3 of the Italian Legislative Decree dated 27 July 1999, No.297](#).

The exercise of freelance activity is compatible with fixed-term basis employment

All of the above in compliance with the provisions of Regulations pursuant to art. 6, paragraphs 2,3,7 and 8 of Law no. 240/2010

### **Art. 3 – Admission requirements**

The candidates can be citizens of countries outside the European Union and shall have the following:

- **PhD** or equivalent qualification attained abroad or, for the areas concerned, **medical specialisation diploma**.

The above qualification must be held on the date of expiry of the deadline for the submission of applications for admission to this selection.

In the case of a PhD obtained abroad, it is necessary to enclose, under penalty of exclusion, the decree equivalent to the title of research doctor of the Italian university system issued in compliance with art. 74 of Presidential Decree no. 382/80 or the determination of equivalence of the foreign title to the Italian title issued in compliance with art. 38 of Legislative Decree no. 165/2001. Pending the release by the competent bodies, only for the determination of equivalence can candidate's present the receipt of presentation of the request for the same (for the release procedure, see: <http://www.funzionepubblica.gov.it/strumenti-e-controlli/modulistica>). In this case, the candidate will be admitted subject

to selection with reserve and, if declared the winner at the end of the competition, said winning candidate shall have 30 consecutive days from the date of communication of the Decree approving the acts by the University to send the Document of equivalence. Failure to send the Decree of equivalence within the indicated time limit will result in automatic exclusion from the procedure. This is to allow the timely call by the Department within the terms of the current Regulations.

In the case of medical specialisation attained abroad, it is necessary to annex, under penalty of exclusion, the decree of acknowledgement with the title of the Italian university system issued in accordance with Presidential Decree no. 162, 10.03.1982. Pending the release by the competent bodies of the decree of acknowledgement, candidate's present the receipt of presentation of the request for the same (for the release procedure, see: <http://www.salute.gov.it/ProfessioniSanitariePubblico/>). In this case, the candidate will be admitted subject to selection with reserve and, if declared the winner at the end of the competition, said winning candidate shall have 30 consecutive days from the date of communication of the Decree approving the acts by the University to send the Decree of acknowledgement. Failure to send the Decree of equivalence within the indicated time limit will result in automatic exclusion from the procedure. This is to allow the timely call by the Department within the terms of the current Regulations.

In any case, applicants are admitted to the selection with reserve. If additional preparatory activity is required, the candidates must complete their application within the deadlines assigned, or they will be excluded.

Until the signing of the employment contract, the Rector may, by justified decision, order the exclusion of the candidate due to the lack of any of the requirements for admission provided.

**The following persons cannot participate in the selection:**

- first and second level professors and researchers already employed for an unlimited period of time, including those who are no longer in service due to retirement;
- those who have had contracts as research fellows and fixed-term researchers under Articles 22 and 24 of Law 240/2010 at the University of Chieti-Pescara or at other Italian State, non-State, or online universities, as well as the entities referred to in paragraph 1 of Art. 22 of Law 240/2010 for a period which, when added to the expected duration of the contract of the call, exceeds a total of 12 years, although not necessarily continuous. For the calculation of the duration of the aforementioned contracts, any periods of time spent away from work on maternity leave or for health reasons shall not be included, according to current legislation;
- those who have been excluded from the enjoyment of civil and political rights;
- those who have been dismissed or excluded, or declared exonerated from civil service in a Public Administration.
- those who, at the deadline for presentation of the application, have a relationship by kinship or affinity to the fourth degree with a professor or researcher of the Department that requires the activation of the contract, or with the Rector, or the General Manager, or a member of the Board of Directors of the University.

The University ensures equal rights and opportunities for men and women for access to employment and treatment at work.

The maximum number of scientific publications to present is specified in Form 1. If the maximum limit of publications is exceeded, the adjudicating commission will evaluate them according to the order indicated in the list, **only up to the limit established.**

The above shall take place in application of the principles of effectiveness, efficiency and economic pursuit of the procedure.

The aforesaid qualifications and requirements stated in the call must be held on the date of expiry of the last date for submission of applications for admission to the procedure.

The contract is awarded in accordance with the Code of Ethics of the University and cannot in any case be given to those who have a relationship by kinship or affinity to the fourth degree with a professor or researcher of the Department that requires the activation of the contract, or with the Rector, or the General Manager, or a member of the Board of Directors of the University.

If an employee of public authorities with a temporary or permanent employment contract is selected, any incompatibilities provided for by the applicable provisions of law and the relevant national labour contract shall remain in force.

#### Art. 4 - Applications for Admission - Terms and Procedures

**Pursuant to the applicable rules on the digitalisation of administrative documents, in accordance with the provisions of Art. 24, paragraph 2, letter a) of the Italian Law 240/10, in order to allow the proper conduct of this evaluation process using IT systems, the application for participation in this procedure, including the resume of qualifications and publications, should be written and formulated exclusively by means of the computerised procedure available on the website: <https://concorsigelmini.unich.it>.**

Specific instructions for completing the application will be available on the same website.

The online procedure allows candidates to create their own account (with personal username and password) by entering and registering their personal data, subject to prior acceptance of the clauses relating to the processing of personal data.

If the candidate is already registered in the system, in order to guarantee adequate protection of their identity, it may be necessary to register again, with a new personal email address.

Within the deadline for submission of the application, the system allows you to save the application even if it is not completely filled in.

To submit their application, after registration, applicants shall complete the following sections available in the personal reserved area:

- **“admission requirements”**: the details of the qualifications required to participate in the selection (**description of qualification**: the type, date of graduation, the institution that released the qualification, and any grade awarded) must be entered in this section;
- **“Information about the applicant”**: any additional personal details of the participant, which are useful for purposes of automatic completion of the application, as well as a declaration by applicants that they are not aware of being subjected to any criminal proceedings or pending criminal proceedings or trials, shall be entered in this section;
- **“curriculum vitae”** a scanned PDF file of a **detailed curriculum of all activities performed and of scientific production** must be **uploaded** into this section. The curriculum shall include the information concerning the periods of maternity leave, other periods of documented absence from service as provided for by law and other than those due to health reasons. PDF file. The curriculum must be dated and signed on the last page and scanned to generate a PDF file.

**CONSIDERING THE CRITERIA AND ELEMENTS THAT WILL BE ASSESSED BY THE COMMITTEE, IN COMPLIANCE WITH ART. 10 OF THIS CONTEST, THE CANDIDATE IS INVITED TO PREPARE HIS/HER CURRICULUM VITAE IN A WAY WHICH COMPLIES WITH THEM, IN ORDER TO SIMPLIFY THE ORGANISATION OF THE ASSESSMENT ACTIVITIES BY THE COMMITTEE.**

You are reminded that the fact that the qualifications to be assessed must be indicated by the applicant in the application is a general requirement for the contest and, as such, he/she shall describe the qualifications in the degree of detail necessary to allow assessment.

**THE CURRICULUM WILL BE ASSESSED IF IT HAS BEEN UPLOADED TO THE ONLINE PLATFORM USED FOR THE SUBMISSION OF THE APPLICATION. THE CANDIDATE MAY, AT HIS OWN DISCRETION, ANNEX THE CURRICULUM WHEN COMPLETING THE APPLICATION.**

- **comprehensive scientific production**: in this section, the candidate, having stated whether the sector of reference of the contest falls within the list of bibliometric or non-bibliometric sectors (refer to Annexes C and D of D.M. n. 120), must indicate: dated 7 June 2016, No. 120, and articles 1 and 2 of D.M. 589/2018) must indicate:
- ➔ **Consistency of total scientific production**, with an indication of the total number of publications broken down by type, as well as the period in which the production was implemented (e.g. from 1999 to 2019).
- ➔ **Intensity of total scientific production**, with an indication of the average number of publications per year for the period indicated above;
- ➔ **Continuity of comprehensive scientific production**, with an indication of the number of continuous years of scientific production for the period indicated above.

**The list of publications referred to in this declaration shall be attached as a pdf file;**

**At the end of the list of publications, the candidate will be responsible for indicating the periods of involuntary leave from the research activity, with particular reference to parental duties.**

*The system will automatically generate a list of the elements indicated above as completed by the candidate, with acknowledgement that the list of publications forming the total scientific production has been scanned. (The aforementioned list will be attached to the application and subject to self-certification at the time of submission of the application).*

- **“other qualifications acquired and patents”**: all qualifications obtained shall be entered in this section, with an analytical indication of the type, the date they were obtained, the releasing entity, and any score obtained. Any **patents** obtained shall also be entered in this section, with an analytical indication of the title, number, significance, authors, and year.  
*Immediately following the completion, **the qualification described can be scanned and uploaded in PDF format.***

*The system will automatically generate a list of qualifications, with acknowledgement that they have been scanned. The aforementioned list will be attached to the application and subject to self-certification at the time of submission of the application.*

**ONLY QUALIFICATIONS AND PATENTS THAT HAVE BEEN DESCRIBED/SCANNED IN THE SYSTEM WITH THE PROCEDURE SPECIFIED ABOVE WILL BE EVALUATED. ANY OTHER FORMS OF TRANSMISSION THAT ARE NOT CONSIDERED AS VALID AND USEFUL FOR THE PURPOSE OF PARTICIPATION IN THIS PROCEDURE ARE NOT ALLOWED.**

**THE INCLUSION OF QUALIFICATIONS AND PATENTS IN THE CURRICULUM RENDERED IN THE FORM OF SELF-CERTIFICATION EXEMPTS THE CANDIDATE FROM COMPLETING THE SECTION ON QUALIFICATIONS.**

It should be noted that, in compliance with current regulations, the Committee’s assessment will cover the curriculum only, while the qualifications presented will be considered only if, in addition to the curriculum vitae, they highlight one or more of the aspects that the Committee is required to assess in relation to this call. Therefore, the qualifications can be described directly in the curriculum, without filling in the qualifications section.

→ It should, however, be noted that the Committee is required to examine all of the documentation presented by the candidate.

- **“publications”** the details of each publication submitted by the applicant shall be entered in this section, with an indication of the type: **BOOK** (including the title, authors, year, publisher, place of publication, total number of pages, ISBN, and the contribution of the candidate in joint publications, code 001); **BOOK CHAPTER OR CONTRIBUTION TO BOOK** (including the book title, title of chapter, editor, authors, year, publisher, place of publication, start and end page, ISBN, and contribution of the candidate in joint publications, code 001); **ARTICLE IN SCIENTIFIC JOURNALS** (including the **title** of journal and title of article, issue, instalment, year, authors, start and end page, ISSN, and contribution of the candidate in joint publications, code DOI), **OTHER**.

The candidate shall indicate, for each publication presented, the following:

→ **for bibliometric competition sectors**<sup>1</sup>: year of publication, Impact Factor (IF) referred to the year of publication or, if unavailable, reference to the following year with relative indication, (should the impact factor refer to a different year to that previously indicated, the data must be included in the “other information” section, selecting the specific item) number of citations obtained by the publication until the year of presentation of the application, years from publication to the year of presentation of the application, average number of citations per year.

The candidate shall also indicate the database where the aforesaid data can be found (Scopus, WoS1).

→ **for NON-bibliometric competition sectors**<sup>2</sup>:

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<sup>1</sup> Reference to the definitions pursuant to art. 1 of D.M. 120/2016 and to art. 2 of D.M. 589/2018.

<sup>2</sup> Reference to Annex D of D.M. 120/2016 articles 4 and 5 as follows:

-article 4: ““For each competition sector pursuant to paragraph 1, the ANVUR, also engaging experts and anonymous reviewers, determines and regularly updates. publishing them on its website:

a) the list of all the scientific journals with ISSN;



- a) whether it falls within the list of scientific journals;
- b) whether it falls within the list of "class A" scientific journals;

Immediately following the completion, the publication shall be **scanned and uploaded** in PDF format.

**ONLY PUBLICATIONS UPLOADED INTO THE SYSTEM WITH THE PROCEDURE SPECIFIED ABOVE WILL BE EVALUATED. ANY OTHER FORMS OF TRANSMISSION THAT ARE NOT CONSIDERED AS VALID AND USEFUL FOR THE PURPOSE OF PARTICIPATION IN THIS PROCEDURE ARE NOT ALLOWED.**

The system will automatically generate a list of publications submitted, progressing in the order chosen by the candidate, with acknowledgement that they have been scanned. The aforementioned list will be attached to the application and subject to self-certification at the time of submission of the application.

The candidate is invited to pay particular attention to the order in which the publications are uploaded because of the maximum number of publications that can be presented in exceeded, the Committee will assess them in the progressive order established by the candidate during upload onto the platform, only up to the limit established, without considering the publications that exceed the limit pursuant to Form 1.

→ **The candidate can present a smaller number of publications than the maximum allowed. However, the score will be based on the maximum number presentable, as indicated on Form 1.**

The candidate is invited to check that the file has been correctly uploaded, also checking its size. If the file uploaded has a size of "0", it will be usable as such by the Commission, which will not be able to assess its content, but will be able to consider it as part of the list of publication suitable for assessment.

The application form shall be drawn up automatically following proper and full completion of all the sections mentioned above. The deadline to "close" the application is set at 23:59 hrs on the thirtieth day following the day after publication of the call for candidatures on the "Gazzetta Ufficiale" (Official Journal) – 4th special series – Competitions and Exams - of the Italian Republic.

At the end of the compilation of the application, the candidate must close it, **clicking on the CLOSE APPLICATION button**, printing it out and forwarding it for completion. The date and time of the "closure" as recorded by the system will be used as proof of this, without prejudice to the subsequent processing of the application.

**Within the deadline for submission of the application, the system allows you to save the application even if it is not completely filled in.**

**After closure, the application must be completed in the manner set out below**

The following must be entered in the system:

- the details of a valid identification document that must be annexed to the application;
- when the application is "closed", the system:
- will show the unique ID code associated with the application ;
  - will record the date and time of "closure" of the application ;
  - will allow the user to print the application so that it can be submitted duly signed and dated to the Administration for completion;
- 
- **The application for admission to the call shall be completed by its printing, signing, and transmission to the University no later than 23:59 hrs on the thirtieth day following the day after publication of the call for candidatures in the "Gazzetta Ufficiale" (Official Journal) – 4th special series – Competitive Exams - of the Italian Republic.** The applicant may choose between the following modes of delivery of the application, together with the attachments and the copy of the identification document duly signed:

- 
- b) the list of "class A" scientific journals with ISSN, acknowledged as excellent at international level for the rigour of the review procedures and for the popularity, prestige and impact on professionals the sector, also indicated by the presence of the journals in the major national and international databases".

-article 5: "For the purposes of classification of the journals in class A, within the scope of those that adopt a peer review system, the ANVUR checks the possession of at least one of the following criteria with respect to the characteristics of the competition sector:

quality of the scientific products reached in the RQA (research quality assessment) by the contributions published in the journal;

significant impact of scientific production, where appropriate".

- hand delivery to this University (Protocol Service – General Management Secretariat at the Rector's Office, via dei Vestini n. 31 – 66100 CHIETI - on Monday to Friday, from 9 a.m. until 12 noon);
- sent by recorded delivery with notification of receipt to the Rector of this University, Via Dei Vestini, 31 -66100 CHIETI -, within the aforesaid peremptory term. For the purposes of establishing this term, the postmark of the accepting post office shall be taken as proof.

**The following method may also be used:** dispatch via certified e-mail (PEC) of all the documentation (application and relative annexes) – digitally signed – in compliance with Legislative Decree dated 7 March 2005, no. 82<sup>3</sup>- from a personal certified e-mail address registered in the candidate's name, **which should be formed of the candidate's name.surname, issued by a professional order**, to [ateneo@pec.unich.it](mailto:ateneo@pec.unich.it) (indicating in the subject-matter of the certified e-mail “*application to assessment procedure - ...*” and indicate the competition sector.) Applications sent from a non-certified e-mail address will not be considered valid. It should be noted that the validity of the transmission of the certified e-mail message is certified by the receipt for acceptance and the receipt for delivery supplied by the e-mail carrier, in compliance with art. 6 of Presidential Decree 68 dated 11/02/2005. **In the case of transmission via PEC, the date and time of transmission certified by the temporal reference contained therein shall prevail, pursuant to Prime Minister's Decree of 22 February 2013 - art. 41 and legislative decree no. 82 of 7 March 2005 - art. 20.**

**In the case of dispatch to the University's certified e-mail, the documentation must be accompanied by a digital signature on this and all the documents on which a conventional hand-written signature would be required.**

**In the absence of a digital signature, the candidate, after completing the application with its annexes, must print them, sign them by hand, then scan them and send them via PEC in a "pdf" format that cannot be modified. All documents for which the handwritten signature is required in a traditional environment must be transmitted in signed copy and scanned in the above format.**

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Art. 1, letter s): “...digital signature: a particular type of advanced electronic signature based on a qualified certificate and a system of interrelated cryptographic keys, one public and one private, enabling the holder via the private key and the recipient via the public key, respectively, to manifest and verify the origin and integrity of a computer document or set of computer documents...”;

Art. 21 of paragraph 2, which states:“... The computer document signed with advanced electronic signature, qualified or digital, formed in accordance with the technical rules pursuant to [article 20, paragraph 3](#), which ensure the *identifiability of the author, the integrity and unchangeability of the document*, has the effectiveness envisaged by [by article 2702 of the Italian Civil Code](#). The use of a qualified or digital electronic signature shall be presumed to be traceable to the holder, unless the latter proves otherwise...”;

D.P.C.M. 06/11/2015, 4/2015 'Rules governing the digital signature of classified documents. (Decree no. 4/2015)'

*Art. 7. Digital signature*

1. *The digital signature guarantees the identifiability of the author, the integrity and the unchangeability of the document.*
2. *The digital signature of the computer documents referred to in art. 2 must refer unambiguously to a single subject and to the document or set of documents to which it is affixed or associated.*
3. *For the generation of the digital signature of computer documents referred to in art. 2, a qualified certificate which, at the time of signing, is not out of date or has not been revoked or suspended must be used.*
4. *The qualified certificate must be used to determine the validity of the certificate itself, as well as the identification of the holder and the CA and any limits on use.*
5. *The procedures for affixing the digital signature to the computer documents referred to in art. 2 are defined in the Technical Specifications pursuant to art. 33.*

**The Administration cannot be held responsible if the files transmitted by PEC are not legible. Any applications delivered or mailed or sent after the deadline established by this Article will not be taken into account.**

**Applications that are not signed in accordance with the law will not be taken into consideration if the sender cannot be identified, or if the candidate's personal data is missing.**

For the electronic transmission of documentation, static and not directly modifiable formats must be used, without macro-instructions and executable codes, preferably pdf.

The message must include in the subject the selection in which you want to participate, specifying the Department, the role, the competition sector and the scientific-disciplinary field.

Please note that certified e-mail does not allow the transmission of attachments with a total size of 50 MB or more.

If the annexes to be presented exceed this capacity, the candidate must send them in separate mails. He or she must send the application in a first mail and state that all or part of the annexes will be sent in one of more subsequent mails, to be sent before the final deadline for presentation of the applications, also by certified e-mail. The subject-matter of the additional e-mails must state: "addition to the application, Department, band, competition sector and scientific-disciplinary sector."

**Any applications delivered or mailed or sent after the deadline established by this Article will not be taken into account.**

**If the deadline falls on a holiday, the deadline is extended to the next working day .**

**Any applications that are not signed as required by law or without the personal data of the candidate will not be taken into account .**

**Filling out the online form does not apply in any way to remedy the failure or late submission of the application, which must be submitted in the manner and within the term laid down in this article.**

The publications, documents, and qualifications held and deemed useful for the purpose of benchmarking shall be submitted only in the manner indicated above no later than the final deadline for the submission of the application.

**The documents can be uploaded until 23:59 hrs on the date of the deadline for submission of applications. We strongly recommended that you avoid forwarding applications close to the deadline, in order to avoid a massive use of the system that may lead to technical problems.**

**In line with the provisions of the law relating to dematerialisation of documents and to avoid the burden of the procedure resulting in higher costs to the public purse, the candidate shall submit the publications, qualifications, and documents, under penalty of exclusion, in electronic format and within the deadline prescribed.**

**Any documents and publications submitted after the deadline specified in the preceding paragraph will not be taken into account. Furthermore, any publications and certificates already submitted electronically will not be taken into consideration, if the application was not submitted through the procedures specified above by the final set deadline.**

**No reference may be made to certificates or publications submitted to this or other authorities, or certificates attached to another application to participate in another competition.**

**The consultation of publications subject to intellectual property rights must take place in observance of the laws on copyright and publishing.**

The Administration will verify the truthfulness of the affidavits, pursuant to Art. 71 of the Italian Presidential Decree D.P.R. dated 28 December 2000 No. 445. If the check reveals the inaccuracy of the content of the declaration, the declaring person shall forfeit the benefits achieved on the basis of false declarations, subject to the provisions of Art. 76 of the aforementioned D.P.R. in the field of criminal penalties.

Only publications or texts accepted for publication will be evaluated in accordance with the rules in force as well as essays included in collective works and articles published on paper or digital magazines with the exception of internal notes or department reports. In line with the provisions relating to the RQA guidelines, publications can be considered as:

- a) articles in journals, with an ISSN;

- b) contributions in books and, with an ISBN or ISMN (Contributions in books comprise chapters or essays included in books, prefaces, epilogues, entries in dictionaries or encyclopaedias, and contributions to congress documents);
- c) books and their chapters, including congress documents, with an ISBN or ISMN, as well as critical publications and scientific comments. (As far as books are considered, those to be considered are monographs or scientific treatises, concordances, critical editions of texts/excavations, publications of unpublished sources, scientific commentaries and translations of books);
- d) deposited patents;
- e) compositions, drawings, design, performances, organized exhibitions and shows, products, prototypes and works of art and their plans, databases and software, thematic papers when accompanied by publications, in order to allow adequate assessment.

Articles, etc. that are published abroad must, where possible, indicate the following details: date, place of publication or, the ISBN or equivalent code

For works published in Italy before 2 September 2006, the obligations must be complied with, in accordance with the provisions of Art. 1 of the Lieutenantcy Decree dated 31st August 1945, No. 660; as of 2 September 2006, the obligations must be complied with in accordance with the Law dated 15 April 2004, No. 106 and the related regulations issued by the Italian Presidential Decree D.P.R. 3 May 2006, No. 252, by the date of expiry of the notice of selection.

The fulfilment of such obligations shall be certified by appropriate documentation, attached to the work itself, or Italian citizens and citizens of the European Union can submit their self-declaration, pursuant to the Italian Presidential Decree D.P.R. dated 28 December 2000, No. 445, about the fulfilment of the obligation

The qualifications and publications shall be submitted in the original language. The Commission may require a translation into Italian or English. The Administration also reserves the right to ask the candidate, at any time, to provide an official translation, which shall be made by the relevant diplomatic or consular authorities, or by an official translator.

**If the candidate does not present the translation requested by the term established, the Commission, being unable to assess publications in languages that it cannot understand, will assess only those works that are comprehensible.**

#### **Art. 5 – Content of applications**

The application must indicate the following (as per Form A):

- name and surname (married women should indicate their maiden name);
- tax code (Italian or non-Italian citizens having a personal tax code issued by the competent Italian authorities);
- place and date of birth;
- place of residence, e-mail address, and the domicile of the applicant for the procedure. Division 13 (Teaching Staff and Researchers Recruitment Sector) of this University must be informed of any changes; A telephone number shall also be provided.
- nationality of the applicant;
- the selection the applicant intends to participate in, specifying the Department, the type (a), the competitive exam sector and the S.S.D.;
- possession of at least one of the following mandatory requirements (*please tick the appropriate box*):
  - PhD or equivalent qualification obtained in Italy or abroad.
  - Medical specialisation school certificate/Decree of acknowledgement in the sectors concerned.
- if an Italian citizen: the declaration of registration on the electoral roll with the indication of the local administrative area or the reasons for any non-registration or cancellation; if a non-Italian citizen: the declaration to be in the enjoyment of civil and political rights in the State of residence or origin;
- *for Italian citizens only*: military service situation;
- that the applicant has not been dismissed or laid off from a public authority due to persistent poor performance and he/she was not dismissed from a public employment according to art. 127, first paragraph, letter d) of the consolidated law on the statute of civil servants of the State, as approved by the Italian Decree of the President of the Republic dated 10 January 1957, No. 3;
- that the applicant is not already employed for an unlimited term as a university professor of “1st and 2nd fascia”, or as a researcher, even if dismissed from the service;

- that the applicant has not held contracts as a research fellow or fixed-term researcher under Articles 22 and 24 of Law 240/2010 at the University of Chieti-Pescara or at other Italian State, non-State, or online universities, as well as the entities referred to in paragraph 1 of Art. 22 of Law 240/2010 for a period which, when added to the expected duration of the contract of the call, exceeds a total of 12 years, although not necessarily continuous.
- for foreign citizens only: possession of an adequate knowledge of the Italian language;
- that the applicant has no criminal convictions, otherwise indicating any criminal convictions and indicating the details of the relevant sentences (even if amnesty, remission, pardon, or judicial plea-bargaining was granted) and any ongoing criminal proceedings of which they are aware or which are pending against them, with an indication of the authority and provisions allegedly infringed;
- that they do not have a relationship by kinship or affinity to the fourth degree with a professor or researcher of the Department that requires the activation of the contract, or with the Rector, or the General Manager, or a member of the Board of Directors of the University.
- that the applicant is aware that the appointment of the Committee will be decided by the Rector and published on the official register of the University and, at the same time, on the University website;
- that the applicant is aware that the criteria adopted by the Committee will be made public through publication, for at least seven days, in the official register of the University and, at the same time, on the University website;
- that the applicant is aware that the Committee, as a result of a preliminary assessment, admits to public discussion of qualifications and scientific production between 10 and 20 percent of candidates of comparatively higher merit, and in any case not less than six candidates and that all candidates will be admitted to the discussion if their number is less than or equal to six;
- that the applicant is aware that all those who have submitted an application and who have not received notification of exclusion are deemed to have been invited to attend the oral interview on the date and at the place and time which the Committee will ensure is indicated **in the minutes of the predetermination of the criteria** to be published. This publication will be made at least 20 days before the date indicated for the interview and will serve as a full notification. This will not be followed by further invitations, whether the number of candidates is less than six or more than six;
- that the applicant is aware that exclusion following the preliminary assessment - even if the number of candidates exceeds six - will be made public through the publication of the relevant minutes. Applicants considered ineligible by the Committee should not be present on the date and at the place and time indicated;
- that the applicant is aware that the candidate's responsibility to regularly check the section of the website <http://www.unich.it/concorsigelmini2019> where the competition notice is published and where all subsequent documents will also be published, including the number of applications submitted for participation in the procedure. If the date indicated by the Committee for the conduct of the interview is changed, the new date will be published in the section marked <http://www.unich.it/concorsigelmini2019> by means of a notice, but no further communication will be sent to the candidates. This notice will be published at least 20 days before the date indicated for the interview;
- the applicant is aware that, as a result of the discussion, a score is assigned to the qualifications and to each publication submitted, within the limits indicated in Form 1, by admitted applicants, as well as to the comprehensive scientific production;
- the applicant is aware that the list of candidates admitted to discussion, together with justified analytical judgements relating to the preliminary assessment will be announced soon after the call indicated;
- the applicant is aware that an oral exam will be held, together with the public discussion of qualifications and publications, aimed at checking the adequate knowledge of a foreign language and/or Italian language for foreign candidates;
- the applicant is aware that the overall scores assigned to qualifications and publications of the candidates admitted to the discussion and judgement on the oral exam aimed at ensuring adequate knowledge of a foreign language and/or the Italian language for foreign candidates will be made public by posting them on the official register of the University and at the same included in the University website. This publication has the value of a notification in all respects;
- the applicant is aware that the outcome of the selection to the Committee, on the basis of overall scores obtained, forms the ranking and designates the winner or declares that there is no winner.
- the applicant is aware that the University "G. d'Annunzio" of Chieti-Pescara will process the data contained in the application for the purposes of managing the competition procedure in accordance with the provisions of EU Regulation no. 679/2016, having read Annex C, which is an integral part of the notice.

The declarations made in the application are to be considered as made in compliance with the Italian Presidential Decree D.P.R. 28/12/2000, no. 445, by candidates who are entitled to use the forms of simplification of administrative certifications allowed by the aforementioned decree. **In this sense, a copy of the identification document must be**

**annexed to the application.** A copy that has been scanned and uploaded to the platform is also considered to be correctly annexed.

The Administration reserves the right to carry out appropriate checks, including sample checks, on the truthfulness of the affidavits. If said checks show that the content of the declaration does not correspond to the truth, the applicant shall forfeit any benefits resulting from the provisions made on the basis of false declarations, subject to the provisions of the Criminal Code and any special laws in this field.

Any candidates with recognised disabilities, in accordance with the Italian Law dated 5 February 1992, No. 104, shall provide information about any aid they need in relation to their status, and the possible need for additional time for the interview.

Each candidate may elect a special domicile in the application, for the purposes of communications by the University Administration. The applicant must also indicate the phone numbers and e-mail address in the application.

Any change in the details provided in the application shall be promptly reported to the Rector by certified e-mail at [ateneo@pec.unich.it](mailto:ateneo@pec.unich.it) or sent by registered letter with notification of receipt or delivered by hand (refer to provisions pursuant to art. 4).

The University Administration undertakes no responsibility in the event of unavailability of the recipient or for loss of communications due to incorrect address details provided by the applicant or due to missed or late reporting of change of the address specified in the application, or for any postal or telegraph misdelivery, or any misdelivery attributable to third parties, unforeseeable circumstances or force majeure, or if the files transferred via certified e-mail are illegible.

#### **Art. 6 - Annexes to the application**

*The application **TO BE COMPLETED ONLINE ONLY** must be accompanied by:*

- **a photocopy of a valid identity document;**
- a curriculum vitae, which must be uploaded to the online platform used for the submission of the application (it may, at the candidate's discretion, also be attached when the application is completed);
- a list containing details of qualifications and patents filed, with proof of their scanning. The list shall be dated and signed (the list is generated automatically by the system when filling out the application);
- a list containing numbered indication of submitted publications, with proof of their scanning. The list shall be dated and signed (the list is generated automatically by the system when filling out the application);
- a list of all the documents attached to the application duly signed and dated (the list is generated automatically by the system when filling out the application);
- a list related to the "comprehensive scientific production" (the list is generated automatically by the system when filling out the application), dated and signed;
- declaration under Articles 46 and 47 of the Italian Presidential Decree D.P.R. No. 445/2000 of the indications described in the items listed above (Form B).

*Documentation proving the possession of qualifications and in the case of qualifications obtained abroad, their equivalence/acknowledgement, must be presented as follows:*

- European Union citizens: they must demonstrate the possession of qualifications using the instrument of self-certification or affidavit (Form B);
- ☐ non-EU citizens in possession of a valid residence permit: they can produce original qualifications, in certified copy, or copy declared true to the original, in the manner provided for the citizens of the European Union, if they need to give proof of statuses, facts, and personal qualities certifiable by Italian public entities, or where the production of affidavits stems from the application of international conventions between Italy and the country of origin of the applicant;
- ☐ non-EU citizens not in possession of a valid residence permit may produce qualifications in original, certified copy, or copy declared true to the original. The certificates issued by the competent authorities of

the country the non-EU citizen is a citizen of shall include an Italian translation authenticated by the Italian Consulate, which certifies that it conforms to the original.

**In these latter cases, the documentation (qualifications in original, certified copy of the original, or copy declared true to the original) must necessarily be submitted together with the application and attachments.**

*The Administration reserves the right to carry out appropriate checks, including sample checks, on the truthfulness of the affidavits.*

*No reference may be made to documents submitted to this or other authorities, or documents attached to the application form to any other selection procedures.*

**Please note that the number of applications received is published on the website in the reserved section accessible at the following address [www.concorsigelmini2019](http://www.concorsigelmini2019).**

#### **Art. 7 - Waiver of the Procedure by the Candidate**

Any waiver of participation in the selection process, signed and dated, must be immediately reported to the Rector by certified e-mail at ([ateneo@pec.unich.it](mailto:ateneo@pec.unich.it)) or sent by registered letter with notification of receipt or delivered by hand. (Refer to the provisions of art. 4).

The waiver will take effect from the first committee meeting following the date of receipt.

#### **Art. 8 - Composition of the Selection Committee**

The Selection Committee shall be composed of at least three members, usually three professors of the scientific/discipline sector(s) being the subject of the selection identified, after the expiry of the notice, by the Department that proposed the activation of the contract. At least one of the members must be a professor who does **not** belong to the University G. d'Annunzio of Chieti-Pescara

In the case of absence of teachers on the scientific/discipline sector(s), professors in a related field will be appointed.

The Committee may also include one or more experienced members in cases of contracts to be activated by external funding.

The above must be completed by the current ANVUR productions - as indicated by art. 6 paragraphs 7 and 8 of Law 240/2010 - particularly with reference to ANVUR no. 132, dated 12 September 2016. In particular, the requirements must be possessed at the date of publication of the notice. The relevant verification will be carried out in this sense.

The appointment of the Committee is decided by the Rector and published in the official register of the University and, at the same time, on the University website;

From the date of publication in the Official Register of the University of the decree of appointment of the Committee, a period of thirty days shall commence, during which candidates can submit any instances of disqualification of the Committee members to the Rector. After such time and always after the establishment of the Committee, no instances of disqualification of the Committee members shall be accepted

The deadline for disqualification, i.e. the possible sub-procedure of disqualification, is not useful for the purposes of calculating the terms of the competition, in accordance with the guidelines provided by the District Attorney's Office of the State of L'Aquila, with note prot. no. 15124 of 07/05/2018 acquired at the General Protocol of the University on the same date with prot. no. 27859, which reads as follows: "*the deadline for the submission of applications for the disqualification of the commissioners, and the conduct of the entire sub-procedure of disqualification, **suspend the maximum deadline for the conclusion of the proceedings**, which will resume from the expiry of the first or the outcome of the decision on the application, except for interruptive events related to the possible need to replace the disqualified commissioners in order to reinstate the committee*".

Considering the urgency of the execution of the project funded by MIUR - Ministry of Education, University and Research, candidates may notify their waiver of the terms of disqualification of the Committee Members appointed in order to allow the immediate operation of the Committee;

The Committee shall select a Chairperson and a Secretary in charge of the minutes of its meetings, from among its members

The Committee may use computers for collective work, in order to allow for the completion of the work within the prescribed period of four months from the date of appointment by decree of the Rector.

The Committee shall carry out its activities in the presence of all its members and make its decisions by an absolute majority of its members.

Participation in the activities of the Committee is an official obligation of its members, except in cases of force majeure. Changes in the legal status after the decision to appoint the Committee do not affect the position as a member of the Selection Committee

#### **Art. 9 - Duties of the Selection Committee**

The Selection Committee, at its first meeting, after having declared that the causes of incompatibility and absence of conflict of interest do not exist, and in compliance with the provisions of Ministerial Decree 243/2011 "*Criteria and parameters acknowledged, also in an international sphere, for the preliminary assessment of candidates for receiving contracts under Art. 24, of Law No. 240/2010*", generally determines the elements on which it will express a **reasoned preliminary assessment with regard to the qualifications, curricula, publications and comprehensive scientific production of the candidates through the expression of a reasoned analytical assessment.**

The Commission, in order to carry out the comparative assessment of the candidates, on the basis of the elements that are subject to evaluation at the preliminary assessment stage, also predetermines the criteria to be used for the attribution of a score **to the qualifications, to each of the publications** submitted by the candidates admitted to the interview and to their **comprehensive scientific production**, within the range indicated below:

- QUALIFICATIONS AND CURRICULUM → min. score 10 max 40
- COMPREHENSIVE SCIENTIFIC PRODUCTION → min. score 0 max 15
- SCIENTIFIC PUBLICATIONS PRESENTED → min. score 45 max 75
- CLINICAL-ASSISTANCE ACTIVITY OR PROFESSIONAL ACTIVITY IN A NON-MEDICAL SECTOR, BOTH IN THE PUBLIC SECTOR → min. score 0 max 15

It should be stated that the assessment of the clinical-assistance activity or professional activity in a non-medical sector, both in the public sector, must be assumed from the qualifications or curricula presented

The determination of the assessment score in the range indicated will be specified by the Committee when identifying the criteria unless it has been established by the Department when requesting the activation of the procedure. In the latter case, reference is made to form 1 annexed to the notice.

Considering that the total must always be equal to 100, the formula to identify the final score to be assigned to the assessments is indicated below:

$$\frac{\text{score selected}}{\text{max score}} = \frac{\text{score rep. (x)}}{\text{score}}$$
$$(x) = \frac{\text{score} * \text{score selected}}{\text{max score}}$$

#### **CALCULATION OF SCORE REPORTED e.g.: COMPREHENSIVE SCIENTIFIC PRODUCTION**

**SCORE SELECTED:** defined by the Committee/Department → e.g.: maximum score 15

**MAX SCORE:** maximum possible score in the "comprehensive scientific production assessment": E.g.: :/6 (max score per criterion)

\* 3 (number of criteria)] = 18

**SCORE:** sum of the scores assigned to the "comprehensive scientific production assessment" for the single candidate e.g.: (criterion a: 6 + criterion b: 4 + etc ... = 14) e.g.: 14

$$(x) = \frac{14 * 15}{18}; (x) = 11,67$$

It also predetermines the general criteria for the evaluation of the oral examination designed to verify the proper knowledge of a foreign language and/or Italian language for foreign applicants.



In its first session, the Committee shall also:

- identify the types of publications that are to be assessed;
- decide the weighting of each criterion and parameter to be taken into account;
- identify any further criteria and parameters that are more selective than those indicated in the notice;
- establish the date, time and place where the public discussion of the qualifications and scientific production will take place, as well as the verification of the knowledge of the foreign language and/or the Italian language for foreign candidates. This publication has the value of full notification and therefore no further convocation will follow. If the date indicated by the Committee for the conduct of the interview is changed, the new date will be published in the section marked <http://www.unich.it/concorsigelmini2019> by means of a notice, but no further communication will be sent to the candidates. This notice will always be published 20 days before the date indicated for the interview.

The Selection Committee may hold the sessions online.

The criteria adopted by the Committee are made public through publication, for at least seven days, in the official register of the University and, at the same time, on the University website; After seven days, the Committee may proceed with its activities. The members of the Committee access the documentation presented by the candidates online and, in order to guarantee the confidentiality of the data, access is via codes assigned by the university and communicated to each of the Committee members.

The date of publication will be considered the day useful for publicity.

In the second session, the Committee must declare that there are no situations of incompatibility with the candidates in accordance with articles 51 and 52 of the Italian Code of Civil Procedure, and that there are no relationships by marriage or by civil union or cohabitation regulated in compliance with law dated 20 May 2016, No. 76, or of kinship or affinities within the 4th degree, with them.

The Committee carries out a **justified preliminary comparative assessment of the qualifications, curriculum and publications** - including the doctoral thesis if presented - and comprehensive scientific production of the candidates, expressing a justified analytical judgement.

Following the preliminary comparative assessment, the Committee shall admit between 10 and 20 percent of the candidates of comparatively higher merit to public discussion of the qualifications and scientific production, and in any case not less than six candidates. **All candidates are admitted to the discussion if their number is equal to or lower than six.**

**Promptly - with respect to the date set for the interview - a report will be published containing a justified preliminary assessment of the candidates.**

Following the public discussion, the Committee assigns a score to the qualifications and curriculum vitae, to each of the publications presented, and to the comprehensive scientific production, and expresses an opinion on the oral test aimed at ascertaining the adequate knowledge of a foreign language and of the Italian language for foreign candidates. These assessments will be made public through publication in the official University Register and, at the same time, will be posted on the University website, being considered as a notification to all intents and purposes.

The Committee must establish for each qualification the criterion on the basis of which to assign the score, respecting the consistency of the qualifications with the S.S.D. that is the subject of this procedure.

In assessing the comprehensive scientific production, the Committee may take into account that already indicated by the applicant when submitting the application

The consultation of publications subject to intellectual property rights must take place in observance of the laws on copyright and publishing.

The proceedings of the selection procedure consist of the minutes of each meeting of which the justified analytic judgements relating to the preliminary comparative evaluation, the scores assigned to the qualifications and publications of candidates admitted to public discussion, and the evaluation of the oral examination aimed at ensuring adequate knowledge of a foreign language and/or Italian language for foreign applicants, are an integral and necessary part.

#### **Art. 10. Evaluation of qualifications and curriculum**

The preliminary comparative assessment of candidates as per the article above shall be carried out by the Committee, with reference to the specific sector of the competitive exam and any profile defined only by specifying one or more scientific areas of the curriculum and the following qualifications, which shall be duly documented:

- a) PhD or equivalent, or, for the sectors concerned, medical specialisation or equivalent certificate obtained in Italy or abroad;
- b) Any teaching activity at university level in Italy or abroad;
- c) Documented training or research activity at qualified Italian or foreign institutions;
- d) Documented activity in clinical areas in relation to the competitive exam sectors in which these specific skills are required;
- e) Implementation of project activities in relation to the competitive exam sectors in which they are required;
- f) Organisation, management, and coordination of national and international research groups, or participation therein;
- g) Ownership of patents related to competitive exam sectors in which it is required;
- h) Speaker at national and international conferences and meetings;
- i) Awards and national and international recognitions for research activities;
- j) European postgraduate certificate recognised by international Boards, in relation to the competitive exam sectors in which it is required.

The evaluation of each qualification shall be made considering specifically the significance that it has in respect of the quality and quantity of the research carried out by the individual candidate.

#### **Art. 11. Evaluation of Scientific Production**

In making the preliminary comparative assessment of candidates, the Committee shall take into account only publications or texts accepted for publication in accordance with the rules in force as well as essays included in collective works and articles published on paper or digital journals, with the exception of internal notes or departmental reports. Doctoral thesis or equivalent qualifications are taken into account even in the absence of above-mentioned conditions.

The Committee shall also evaluate the overall consistency of the candidate's scientific production, its intensity, and its continuity through time, with the exception of adequately documented periods of involuntary stoppage of research activities, with particular reference to parenting.

#### **Art. 12. Assignment of points to the qualifications, comprehensive scientific production and publications submitted by the candidate**

The Commission - on the basis of the elements which are subject to evaluation at the preliminary assessment stage, on the basis of the criteria indicated by it in report no. 1 for the attribution of a score to titles, to each of the publications submitted by the candidates admitted to the discussion and to their comprehensive scientific production - carries out the evaluation of the following by attributing a score according to the range defined pursuant to Article 9.

##### **➤ EVALUATION OF QUALIFICATONS**

The titles to which points will be attributed are indicated below:

a) PhD or equivalent, or, for the sectors concerned, medical specialisation or equivalent certificate obtained in Italy or abroad
b) Any teaching activity at university level in Italy or abroad
c) Documented training or research activity at qualified Italian or foreign institutions
d) Documented activity in clinical areas in relation to the competitive exam sectors in which these specific skills are required: clinical assistance in the public sector
e) Implementation of project activities in relation to the competitive exam sectors in which they are required
f) Organisation, management, and coordination of national and international research groups, or participation therein
g) Ownership of patents related to competitive exam sectors in which it is required

h)	Speaker at national and international conferences and meetings
i)	Awards and national and international recognitions for research activities
j)	European postgraduate certificate recognised by international Boards, in relation to the competitive exam sectors in which it is required
k)	Professional activity in a non-medical sector in the public sector
l)	other qualifications which the Commission considers it useful to consider as consistent with the profile to be selected from among those listed below: master's degrees, advanced courses, participation in editorial committees, possession of "Fascia II, Fascia I" qualification.

The evaluation of each qualification shall be made considering specifically the significance that it has in respect of the quality and quantity of the research carried out by the individual candidate.

**The elements pursuant to the previous points must be assumed from the curriculum/list of qualifications presented by the candidate at the time of application, with self-certification/declaration pursuant to Presidential Decree no. 445/2000.**

➤ **EVALUATION OF COMPREHENSIVE SCIENTIFIC PRODUCTION**

The Committee - on the basis of the elements that are subject to evaluation at the preliminary assessment stage, on the basis of the criteria indicated by the same in report no. 1 - evaluates the overall consistency of the scientific production of the candidate, its intensity and continuity over time, except for properly documented periods of involuntary absence from the research activity, with particular reference to parental functions.

**The elements pursuant to the previous points must be indicated by the candidate at the time of application, with self-certification/declaration pursuant to Presidential Decree no. 445/2000.**

➤ **EVALUATION OF THE PUBLICATIONS PRESENTED BY THE CANDIDATE**

In view of the elements which are subject to evaluation at the preliminary evaluation stage, the Commission - on the basis of the criteria set out in Minutes No 1 for the attribution of an analytical score to each of the publications submitted by the candidates admitted to the discussion - will carry out a comparative evaluation of the publications submitted on the basis of the following criteria:

- a) Originality, innovation, rigorous methodology, and relevance of each scientific publication;
- b) Consistency of each publication with the competitive exam sector for which the selection procedure is called and with any profile, which is defined only by specifying one or more scientific/discipline areas, or through interdisciplinary matters related thereto;
- c) Scientific relevance of the editorial position of each publication and its dissemination within the scientific community;
- d) Analytical determination, on the basis of criteria set forth in the reference international scientific community, of the individual contribution of the applicant in the case of participation of the applicant in team works.

In the context of competitive exam sectors in which their use is consolidated at the international level, the Committee shall also make use of the following indicators, in assessing publications, which refer to the date of expiry of the deadline for submission of applications:

- a) Total number of references;
- b) Average number of references per publication;
- c) Total "impact factor";
- d) Average "impact factor" per publication;
- e) Combinations of the above parameters aimed at increasing the impact of the candidate's scientific production (Hirsch index, or similar).

For non-bibliometric fields, the Committee may take into account the fact that the publication is a) included in the list of scientific journals;  
b) included in the list of "class A" scientific journals.

**The indicators and the "ranking" pursuant to the previous points must be indicated by the candidate at the time of application, with self-certification/declaration pursuant to Presidential Decree no. 445/2000.**

➤ **ASSESSMENT OF NON-MEDICAL PROFESSIONAL AND CLINICAL-ASSISTANCE ACTIVITIES IN THE PUBLIC SECTOR**

To assess the clinical-assistance activity in the public sector, the Committee will take into consideration the consistency of the comprehensive clinical activity of the candidate with the SSD profile (ref. Form 1 of the competition), assessing the intensity, continuity and level of responsibility of the assistance activity performed.

To assess the professional activities in the public sector, the Committee will take into consideration the consistency of the professional activity of the candidate with the SSD profile (ref. Form 1 of the competition), assessing the intensity, continuity and level of responsibility of the professional activity performed.

**The elements pursuant to the previous points must be assumed from the curriculum/list of qualifications presented by the candidate at the time of application, with self-certification/declaration pursuant to Presidential Decree no. 445/2000.**

**Art. 13. Conclusion of the Activities of the Committee**

The activities of the Committee shall be completed within four months from the order of appointment. The Rector may extend only once and for not more than two months the deadline for completion of the procedure in the case of proven and exceptional reasons reported by the Chairperson of the Committee.

In the event that the activities are not completed within the extension period, the Rector, in a reasoned decision, shall initiate the procedures for replacement of the Committee or of its members components who are liable for the causes of the delay, in accordance with the identification procedures set out in this call and establishing at the same time a new deadline for the completion of the activities.

At the end of the selection process, the Committee, on the basis of overall scores achieved, shall establish the classification and designate the winner or declare that there is no winner.

**If the Committee identifies the existence of irregularities in the conduct of the procedure, the Rector shall send the relevant documents to the Committee, with a reasoned decision, and assign a deadline for a review of the procedure. The Rector shall approve the formal correctness of the reports of the procedure sent by the Committee, which are published on the University website.**

**Art. 14. Call of the Department**

The Department shall proceed, within 60 days from approval of the documents, with the proposal to call the winner.

The resolution is valid if approved by the affirmative vote of an absolute majority of teachers of first and second level ("prima e seconda fascia") of the organisation.

Failure to adopt a call resolution, within the deadline mentioned above, involves the inability of the organisation that required the call for candidatures to request a new selection for the same sector for a period of one year.

The resolution containing the proposed call is submitted to the Board of Directors for approval.

In the event that the winner refuses the contract before it is signed, the department may proceed to a new call by following the order of the ranking.

**Art. 15. Contract of employment and recruitment**

The fixed-term employment contract established with the Researcher is signed by the Rector and the Researcher, within the limits of the provisions in force, also with regard to any recruitment limits.

It is not possible to enter into a contract for the employment of the Researcher if the candidate chosen has a relationship by kinship or affinity to the fourth degree with a professor or researcher of the Department that requires the activation of the contract, or with the Rector, or the General Manager, or a member of the Board of Directors of the University.

Within 30 days of the date of approval of the Researcher's call by the Board of Directors, the Researcher is invited to sign the employment contract, to be finalised within the following thirty days, subject to any appeals.

A trial period of three months is required. During the trial period, either party may terminate the contract at any time without prior notice or compensation in lieu of notice, effective immediately upon receipt of notice to the other party.

The trial period cannot be renewed or extended after its end. The assessment of the activities carried out during the trial period is made by the Department Director

The contract has a duration of three years and is renewable for two years only, if the necessary economic resources are actually found, as resolved by the Board of Directors in the sessions referred to earlier.

The expiry of the contract involves the termination of employment. In no event shall the employment be transformed into permanent employment.

The place of work is the Department that proposed the activation of the contract.

For the purposes of reporting research projects, the figurative quantification of annual research activities, supplementary teaching and service to students is 1,500 hours per year for full-time researchers and 750 hours for fixed-term researchers.

Researchers organise their work in conjunction with the Head of the Department.

In order to check the breakdown of the total hours destined to the researcher's research activity, a specific register can be used.

The disciplinary authority is governed by Art. 10 of the Italian Law No. 240/2010.

A fixed-term Researcher is entitled to use, for the conduct of the research, the equipment of the Department in which the activities are carried out. The Department shall provide the Researcher with the necessary support the the implementation of the research programme, providing access to the equipment and resources needed, and the use of technical and administrative services.

#### **Art. 16. Payment of salary, taxes, social security and insurance fees**

The annual remuneration deriving from the stipulation of the contract in question is **34,898.06 euros (full time) and 25,317.88 euros (fixed-term) a.l. lender including Christmas bonus**, for the entire duration of the contract, in compliance with the Presidential Decree. dated 15/12/2011 No. 232.

Fixed-term researchers are not subject to the economic and career progression of permanent researchers.

The contracts are subject to all the obligations envisaged for the employment relationships entered into with the "G. d'Annunzio" University of Chieti - Pescara.

#### **Art. 17. Incompatibility**

Notwithstanding the provisions of art. 53 of Legislative Decree No 165 of 30 March 2001, contracts covered by this Regulation are not to be combined with similar employment contracts.

The contract is incompatible:

- with any other employment contract with public and private entities;
- with the ownership of research grants, including those at other universities;
- with doctoral and post-doctoral fellowships, and in general with any scholarship or grant assigned for any reason whatsoever also by third parties
- with the ownership of teaching contracts governed by the applicable provisions.

For the entire duration of the contracts referred to in this notice, employees of public administrations are placed, without allowances or social security contributions, on leave or in the position of temporary staff in cases where such a position is envisaged by the orders to which they belong, in compliance with Article 24, paragraph 9 bis, of Law no. 240 of 2010.

Fixed-term researchers are subject to the provisions of art. 6, paragraphs 9, 10, 11 and 12 of Law 240/2010, which regulate incompatibilities linked to the legal position of researcher.

Type A researchers are allowed to carry out further assignments conferred by third parties, in compliance with the University Regulations, as long as they are compatible with the regular performance of institutional activities and observe current legislation.

The contract shall not give rise to any rights with regard to access to university posts.

The fulfilment of the contract is an advantage in competitions for access to public administrations.

#### **Art. 18. Mobility**

In the case of mobility between universities, fixed-term researchers responsible for research projects funded by entities other than their university, retain ownership of the projects and their funding with the agreement of the client commissioning the research.

#### **Art. 19. Publicity**

The notice of this call for comparative evaluation is sent to the Ministry of Justice for publication in the Official Gazette of the Italian Republic - 4th special series - Competitions and Exams. The call for applications is also published in **University's on-line register** and on the **website** <https://www.unich.it/concorsigelmini2019>, the **website** <http://bandi.miur.it/> and the **website** <http://ec.europa.eu/euraxess.it>

#### **Art. 20. Termination of the employment relationship**

Termination of the employment relationship is determined by the expiry of the term or by the withdrawal of one of the parties and by any other cause for termination envisaged by this notice or by current legislation.

The parties may terminate the contract at any time, giving at least thirty days' notice. Withdrawal by the Administration must be justified. The fixed-term researcher who intends to withdraw from the contract is required to notify the Rector and the Director of the Department concerned. Should the researcher fail to give notice, the Administration is entitled to withhold an amount corresponding to the remuneration for the period of notice not given. This does not affect the right to claim back the funding in the event of liability attributable to the researcher.

Either of the parties may withdraw from the contract before the expiry of the term for causes which, pursuant to Article 2119 of the Civil Code, does not allow the continuation of the relationship.

In every case of early termination of the contract, the fixed-term researcher is obliged to submit a report on the results of teaching and research activities carried out until the date of termination.

**The cancellation of the recruitment procedure, which is the prerequisite for the contract, constitutes cause for termination of the contract, without any obligation of notice.**

#### **Art. 21. Documentation required for the purpose of signing the contract**

The winner called by the Department will be invited, for the purpose of signing the contract, to submit to the teaching and research Staff Sector the statements pursuant to Articles 46 and 47 of the Italian Presidential Decree D.P.R. No. 445/2000 proving the existence of the requirements provided by law for admission to employment, as specified in Article 3 of this call, as well as the affidavits of certifications of marital status, household composition, inclusion in any group with special protection, any entitlement to pension, and any membership of professional bodies.

The winner shall also submit the declaration under Articles 46 and 47 referred to above that he/she does not have other employment by public or private entities and that he/she does not carry out any industrial or trade activities. For the entire duration of the contracts referred to in this article, employees of public authorities are placed on leave, without pay or social security contributions, or in the position of temporary staff in cases where this position is envisaged by the orders to which they belong. If the winner is employed by an official institution or private company, he/she shall submit a declaration of acceptance of employment.

If the winner is a non-EU citizen, he/she can submit the declarations pursuant to the Italian Presidential Decree D.P.R. No. 445/2000 only for the parts, personal qualities and facts certifiable by Italian public entities. If the data required refer to documents issued abroad and not registered in Italy or at an Italian Consulate, the winner shall submit the certificates issued by the competent authorities of the state of which he/she is a citizen, accompanied by an Italian translation signed by the Italian consular authorities certifying the conformity of the documents to the original.

The winner shall also submit three passport photos.

## **Art. 22. Processing of personal data**

The processing of personal data is carried out in accordance with EU Regulation 2016/679 and Legislative Decree No. 101 dated 10 August 2018.

The personal data transmitted by the candidates with their applications for participation are processed exclusively for the purposes of managing this call and the procedures related to it, also in the event of litigation.

The provision of data is mandatory for the purposes of participation in the selection.

In view of the above, the candidate is invited to read the annex relating to the information on the processing of personal data, which is annexed to this notice and is an integral part thereof (Form C).

It should also be noted that the party authorised to process the data relating to this procedure is the Company to which - currently - is responsible for the management of the platform used for the formulation of the application for participation, and which is accessible to the Committee members so that they can become acquainted with and examine the content of the applications submitted.

It is possible to view the name of the company indicated above, currently in charge, by sending a request to the following e-mail address: [concorsigelmini2019@unich.it](mailto:concorsigelmini2019@unich.it).

## **Art. 23. Final provisions**

For all and any matters not provided for by this Rector Call Decree, please refer to the rules set forth in the applicable "*Regulations for recruitment of temporary researchers*", issued by D.R. No. 172 dated 23 December 2011 and subsequent amendments and additions; by the "*Regulations on the academic duties of professors and researchers, methods of self-certification, checking and evaluation of educational tasks and service to students, as well as verification of the research activity*", issued by D.R. No. 597 dated 15 February 2017 and by article 24, paragraph 3, letter a) of Law 240/2010 and subsequent amendments and additions;

For the purposes of the implementation of the provisions of the Italian Law No. 241/90, the Head of the procedure is Valentina ALBERTAZZI, Head of Division 13 – Teaching Staff, reference e-mail [concorsigelmini2019@unich.it](mailto:concorsigelmini2019@unich.it)

This decree shall be added to the register of this Administration

**The Rector**

**Prof. Sergio CAPUTI**

### Annexes: 04

- Form 1 (profile)
- Form A (facsimile of the application)
- Form B (affidavits of certifications)
- (Form C (Personal data policy)