



SETTORE CONCORSI - RECLDOC

7.1 Rector's Decrees

**Public selection for recruiting 1 fixed-term researcher with external funding, to implement the provisions laid down in the 2021-2027 National Research Programme (PNR), at the Department of Biomedical and Clinical Sciences, by entering into a 3-year subordinate employment contract under art. 24, paragraph 3.a), of Law no. 240/2010, according to the regulations laid down prior to conversion Law no.79/2022 of 29/6/2022 amended by Leg.Dec. no.36/2022 of 30/4/2022**

THE RECTOR

HAVING REGARD TO Law no.158/1987 of 22 April 1987;  
HAVING REGARD TO Law no.168/1989 of 9 May 1989 and in specific regard to art. 6, pursuant to which Universities possess regulatory autonomy;  
HAVING REGARD TO Law no. 241/1990 of 7 August 1990 concerning the new regulations governing the access to administrative documents and subsequent amendments thereto;  
HAVING REGARD TO D.P.C.M. (Prime Ministerial Decree) no. 174/1994 of 7/2/1994, laying down regulations on the access of the citizens of the Member States of the European Union to jobs at public administrations;  
HAVING REGARD TO Presidential Decree no. 445/2000 of 28 December 2000, laying down the Consolidated Text of the legislative and regulatory provisions on administrative documentation;  
HAVING REGARD TO Law no. 106/2004 of 15/4/2004 concerning the regulations pursuant to the legal deposit of the documents of cultural interest intended for public use;  
HAVING REGARD TO Presidential Decree no. 252/2006 of 3/5/2006 concerning the regulations pursuant to the legal deposit of the documents of cultural interest intended for public use;  
HAVING REGARD TO Legislative Decree no. 198/2006 of 11/4/2006 "Code of equal opportunities for men and women, pursuant to art. 6 of Law no. 246/2005 of 28/11/2005", and subsequent amendments;  
HAVING REGARD TO Law No.240/2010 of 30 December 2010 concerning "Regulations on university organisation, academic staff and recruiting, as well as proxy to the Government for improving university quality and efficiency", with specific regard to art.24;  
HAVING REGARD TO Ministerial Decree n. 243/2011 of 25/5/2011 "Criteria and standards approved, also at international level, for the preliminary evaluation of the candidates recipient of the contract as provided for in art. 24 of Law no. 240/2010;  
HAVING REGARD TO the University Statute;  
HAVING REGARD TO Legislative Decree no. 5/2012 of 9/2/2012 "Urgent measures regarding simplification and development" converted in Law no. 35/2012 of 4/4/2012, in specific regard to art. 8 in terms of facilitating the participation to selection procedures and tests;  
HAVING REGARD TO Legislative Decree no. 33/2013 of 14/3/2013 "Reorganisation of the discipline regarding disclosure obligations, transparency and dissemination of information on behalf of the Public Administrations";  
HAVING REGARD TO Ministerial Decree n. 855/2015 of 30/10/2015 "Reassessment of the macro-sectors and the selection procedures' sectors", pursuant to art. 15 of Law no. 240/10;  
HAVING REGARD TO art. 1 of Law no. 21/2016 of 25/2/2016, with which the research fellowships granted pursuant to art. 22 of Law no. 240/2010 have been equalised, for the purpose of admission to the selection procedures, to those granted pursuant to art. 51 paragraph 6 of Law no. 449/1997;  
HAVING REGARD TO the EU Regulation 2016/679 and Legislative Decree no. 196/2003 and subsequent additions and amendments thereto, concerning the protection of natural persons with respect to the processing of personal data;  
HAVING REGARD TO Rector's Decree no. 224/2019 of 18/1/2019, with which have been issued the University Regulations related to the Code of Ethics and for integrity in the University of Milan's research;  
HAVING REGARD TO Rector's Decree no. 831/2021 of 19/2/2021, with which have been issued the new



University Regulations for the recruitment of fixed-term researchers, pursuant to art. 24 of Law 240/2010;

HAVING REGARD TO Rector's Decree no. 1063/2021 of 3/3/2021, with which have been issued the new University Regulations concerning the external funding of work positions for fixed-term professors and researchers;

HAVING REGARD TO Law no. 79/2022 of 29/6/2022, "Conversion Law, with amendments, of Law Decree no. 36/2022 of 30/4/2022, laying down further urgent measures for the fulfilment of the National Recovery and Resilience Plan (PNRR)" and in specific regard to art. 14, paragraph 6 - quinquiesdecies, as amended in conversion, which establishes that "Notwithstanding the possibility to resort to the funding, even partial, of the research agreements referred to in art. 22 of Law no. 240/2010 of 30/12/2010, as substituted by paragraph 6 - septies of this article, by means of the resources of the National Recovery and Resilience Plan, for the thirty-six months following the date of entry into force of the Conversion Law of this decree, universities can announce procedures for the recruitment of fixed-term researchers pursuant to art. 24, paragraph 3.a) of Law no. 240 of 30/12/2010, in the text in force before the date of effectiveness of the Conversion Law of this decree, fulfilling the measures established by the same Plan, as well as those established by the National Research Programme (PNR) 2021- 2027";

HAVING REGARD TO Ministerial Decree no. 456/2023 of 10/5/2023 which regulates the correlation tables between academic positions both Italian and foreign, pursuant to art 18, paragraph 1.b) of Law 240/10;

HAVING REGARD TO Rector's Decree no. 2962/2023 of 6/6/2023, which regulates the carrying out of the competition tests in telematic mode and the respective annexes with guidelines for commissioners and candidates;

HAVING REGARD TO the deliberation of 17/11/2023, by which the Council of Department of Biomedical and Clinical Sciences has approved the activation proposal of one position of fixed-term researcher pursuant to art. 24 paragraph 3.a) of Law no. 240/2010, according to the regulations laid down prior to conversion Law no.79/2022, for the ssd MED/16 - Rheumatology, funded by I.R.C.C.S. *Istituto Ortopedico Galeazzi*, has supplied useful information for the emanation of the pertinent call and has ascertained that the research project which will be carried out by the researcher, titled "Studio Osservazionale Fibromialgia in trattamento con Cannabis medica", falls within the activities of the research and innovation areas, and the concerned areas of action of the National Research Programme (PNR) 2021/2027, specifically in the research areas of *Missione 5 "I grandi ambiti di ricerca e innovazione e le relative aree di intervento", Componente 5.1 "Salute", Intervento 5.1.2 "Tecnologie farmaceutiche e farmacologiche", Articolazione 6;*

HAVING REGARD TO the deliberation of 28/11/2023 by which the Board of Directors has approved the activation of the recruiting procedure, implementing the measures of the PNR for the aforementioned position of fixed-term researcher pursuant to art. 24, paragraph 3.a) of Law 240/2010, to be funded by the I.R.C.C.S *Istituto Ortopedico Galeazzi*;

HAVING CONSIDERED that the funding procedure with the external body concerned has been concluded for this position;

## HEREBY DECREES AS FOLLOWS

### Art. 1

#### Public selection by qualifications and interview

1. The following public selection procedure, based on qualifications and public debate, is hereby announced for the recruitment of 1 fixed-term researcher with external funding, to implement the provisions laid



down in the 2021-2027 National Research Programme (PNR), by stipulating a 3-year subordinate employment agreement, pursuant to art. 24, paragraph 3.a) of Law no. 240/2010, according to the regulations laid down prior to conversion Law no. 79/2022 of 29/6/2022 amended by Leg. Dec. no. 36/2022 of 30/4/2022, for carrying out research and didactic activities, integrative didactic and service activities for students:

**Department of BIOMEDICAL AND CLINICAL SCIENCES**

Competition code: **5548** Positions: **1**

Competition sector: **06/D3 - Blood Diseases, Oncology and Rheumatology**

Scientific-disciplinary sector: **MED/16 - Rheumatology**

Maximum no. of publications to be submitted, chosen by the candidate: **12**

Foreign language required: **English**

Funding body: **I.R.C.C.S. Istituto Ortopedico Galeazzi**

Specific functions that the researcher has to perform:

- *Didactic functions: didactic activities related to the teaching of Rheumatology in the faculty of Medicine and in postgraduate schools.*
- *Scientific functions: research activity in the field of diseases characterised by chronic widespread pain, rare diseases and connectives.*
- *Clinical-care functions: clinical-care activities in the context of Rheumatology at the IRCCS Ospedale Galeazzi - Sant'Ambrogio*

**Art. 2**  
**Admission Requirements**

1. The selection is open to candidates, including citizens of countries belonging or not belonging to the European Union, in possession of a PhD or equivalent qualification obtained in Italy or abroad, or a medical specialisation diploma for the fields concerned.

In case of a PhD obtained abroad, the candidate can:

- attach a copy of the recognition procedure for academic purposes (equipollence), issued by an Italian University, of the PhD obtained abroad;
- or
- attach a copy of the non-academic recognition procedure (equivalence) of the PhD for participating in competitions for researchers in Universities and in Public Research Institutions, pursuant to Legislative Decree 206/2007 - modified with Legislative Decree 15/2016 (for EU titles) - and Presidential Decree 394/99 (for non-EU titles);
- or
- attach a copy of the non-academic application for recognition (equivalence) of the foreign title for participating in competitions for researchers in Universities and in Public Research Institutions, pursuant to Legislative Decree 206/2007 - modified with Legislative Decree 15/2016 (for EU titles) - and Presidential Decree 394/99 (for non-EU titles); forwarded to the Ministry of Education, University and Research, as follows:

The application must be submitted by filling the specific form (Annex A of this call).

The documents to be attached are indicated in the form, and specifically, the following must be



issued by using the ensuing procedure:

- 1) PhD parchment with the formality of the Hague Apostille;
- 2) academic certificate which states both the institution in which the PhD course has been attended, and the attendance options of the course (full-time or part-time; on-line or in-person) with the formality of the Hague Apostille;
- 3) Degree parchment with the formality of the Hague Apostille;
- 4) certificate of the exams related to the title with the formality of the Hague Apostille.

With regard to point 2), if the foreign institution does not issue the certificate regarding the on-line or in-person attendance, the MUR can be authorised, upon transmission of the application, to acquire the information directly from the institution.

The application and the related documents must be sent to the certified e-mail address [dginternazionalizzazione@pec.mur.gov.it](mailto:dginternazionalizzazione@pec.mur.gov.it). This address can also receive e-mails from ordinary, uncertified e-mail addresses.

A successful recognition procedure for academic purposes (equipollence) of the foreign title or the non-academic recognition procedure (equivalence) of the title are a fundamental requirement for participating in the selection and for the potential hiring.

2. The subjects who already work with an open-ended contract, such as full or associate professors, or university researchers, even if no more in service, are not eligible for participating in the selection.
3. Moreover, candidates who were assigned a research fellowship and/or carried out activities as fixed-term researchers under art.22 and 24 of Law No.240/2010 at the University of Milan and/or at other Italian Universities for a period which, added together with the duration of the contract announced in the selection notice, is over 9 years overall are also not eligible.
4. For the purpose of the duration of the aforementioned relationships, periods on leave for maternity or for medical issues, in accordance with current regulations, are to be considered irrelevant.
5. Those who, at the time of application, are within the fourth degree of kinship - up to and including the fourth degree - with a professor attached to the department or facility requesting the post, or with the Rector, the General Director, a member of the University Board of Directors or the President, the Managing Director, the majority shareholder or equivalent figures of the company or entity funding the research project for which the position is advertised, are not allowed to participate in this selection. Moreover, the following categories can't participate in the selection procedure:
  - a) those who are excluded from the enjoyment of civil and political rights;
  - b) those who have been relieved, revoked or removed from a public employment at a Public Administration.
6. Applicants must be in possession of the aforementioned requirements at the deadline of the call.

### **Art. 3** **Transparency**

1. In application of the transparency obligations under Legislative Decree no. 33/2013 of 14/3/2013, this competition notice, the list of candidates with their CVs, the judging committee, the Minutes and the result of the selection procedure will be published on the University website.



**Art. 4**  
**Online application**

1. The application for the selection must be issued, under penalty of exclusion, **by 12 noon (Italian time) of the thirty-first day** starting from the day following the publication of the competition notice on the Official Gazette.
2. The application for the present selection procedure **must be completely and exclusively filled in and submitted online** by using an IT platform available on the University of Milan website.
3. Two steps are to be followed when applying:

**a) Registration**

In order to register, go to the Unimi website on page:

[https://www.unimi.it/reg\\_utenti\\_esterni/registrazione/form.html](https://www.unimi.it/reg_utenti_esterni/registrazione/form.html)

and follow the instructions below:

- enter the chosen username and password in the required field;
- enter the required data

After registering, the candidate will receive a confirmation email (at the email address stated during the procedure) with a link to activate their credentials.

By entering their credentials, candidates have access to the SICON platform.

Employees at the University of Milan, who already have their official credentials ([name.surname@unimi.it](mailto:name.surname@unimi.it) + password: email address password), can enter the SICON platform by using their credentials with no need to register anew.

**b) Filling in and submitting the application for the selection.**

The candidate goes to the Unimi website, on page <https://www.unimi.it/it/node/581/> and chooses the procedure code through the search engine at the start of the page.

Inside the box related to the selection the candidate wishes to apply to, click on the link *“Presenta la domanda”*.

You are now inside the SICON platform.

The candidate fills in the application according to the relevant instructions provided by the IT system. The application form is available starting from the day on which the present competition notice is published on the Official Gazette.

After filling in the application online, candidates must print the documentation provided by the system, sign it and scan it in PDF format - or, as an alternative, e-sign it and upload the file in PAdES or CADES format.

**The signature at the bottom of the application must exclusively be either handwritten or digital.**

The application can be submitted 24 hours a day, within the deadline, from any computer. The online application procedure is disabled, without exception, at 12 noon (Italian time) on the deadline. On this day the IT system will not allow candidates to access the form nor send the application.

In order to complete the procedure, the candidate must upload the hand signed application form scanned in PDF format (or, alternatively, digitally signed in PAdES or CADES format) and the following documents:

- 1) a pdf copy of a valid identification document;
- 2) a pdf copy of the tax code;
- 3) a pdf copy of the declaration according to the form (Annex B), pursuant to art. 46 and 47 of Presidential Decree no. 445/2000 regarding the possession of the specific requirements referred to in art. 2;
- 4) a pdf format curriculum vitae, up to thirty pages, according to the form (Annex C), dated, **without any signatures or initials**; As declared in the application, the curriculum vitae is equivalent to a self-certification under the provisions laid down in art. 46 and 47 of the Presidential Decree no. 445/2000 governing the possession of the qualifications reported there;
- 5) a pdf format copy of the numbered list, with date and signature, of the publications submitted with the modality referred to in the following art. 6;





- 6) a compressed folder in .rar or .zip format containing the publications in digital format, according to the modalities specified below (it is possible to upload up to 5 compressed folders);
  - 7) a pdf copy of the Self-Certification in lieu of affidavit (Annex D), certifying that the publications comply with their original version;
  - 8) In case of PhD obtained abroad: a copy of the equipollence decree pursuant to Presidential Decree no. 382/1980, or a copy of the resolution of equivalence pursuant to Legislative Decree no. 165/2001, or a copy of the receipt for submitting the request of equivalence;
  - 9) a pdf copy of the receipt for the payment of € 25,82, as referred to in the following paragraph 11.
4. **The application procedure terminates by selecting “Conferma” at the bottom of the “Allegato domanda” page.** An email is sent by the system to the email address provided by the candidate confirming that the application has been received.
  5. After submitting the application, it is possible to insert a new one within the deadline indicated in the call. **To modify the application or one of the annexes submitted after their confirmation, it is necessary to enter “Annulla domanda” and then upload the new application and any new annexes.** Should the candidate want to replace just one or more of their annexes, still it is necessary to download again the application documentation generated by the system, sign it and scan it in pdf format - or, as an alternative, e-sign it again and upload the file in PAdES o CADES format. **To terminate the modification process, it is necessary to select the “Conferma” option at the bottom of the “Allegato domanda” page. Should the confirmation be missing, the application shall be deemed invalid.**
  6. The online application procedure, of both application form and annexes, must be completed by 12 noon (Italian time) of the thirty-first day starting from the day following the publication of the competition notice on the Official Gazette.
  7. The procedure is deemed as complete once the application form and the related annexes are uploaded and sent; in case of non-submission, the application will not be taken into consideration.
  8. Should the deadline be on a public holiday, it will be possible to fill in and submit the application by 12 noon (Italian time) of the first available working day.
  9. The applications of the candidates which were not sent within the deadline or in any different way from that explained above are not admitted to participate in the selection procedure.
  10. Should the aforementioned online procedure be unavailable, the University of Milan reserves the right to communicate on its website the alternative modalities to submit the application.
  11. **The candidates are required to pay a non-refundable contribution of € 25,82, exclusively by means of standard wire transfer on the bank account of BANCA INTESA S.p.A. - Servizio Tesoreria Enti - via Verdi n. 8 - 20121 Milano - C/C 000000463971 - IBAN: IT97 G 03069 09400 000000463971 - SWIFT CODE: BCITITMMXXX for the payments from abroad - addressed to the University of Milan, Via Festa del Perdono 7, forcefully by indicating the reason: “contributo selezione RTD - codice concorso.....”. It is not possible to pay the contribution via instant wire transfer.**
  12. Any potential modifications to the address, telephone number or email address indicated by the candidate for the purposes of the present procedure must be communicated to the University of Milan without delay at the email address [valcomp@unimi.it](mailto:valcomp@unimi.it).
  13. Candidates with disabilities have to state in their application the support service needed, in relation to their handicap, as well as the possible need for additional time for the completion of tests, pursuant to Law no. 104/1992 of 5/2/1992.
  14. All the qualifications that the candidate intends to submit must be held upon the deadline of the present



notice and must be reported exclusively on the curriculum vitae using the form referred to in Annex C.

15. In the application the candidates declare, under their own responsibility:
- 1) their citizenship;
  - 2) the absence of criminal record or any criminal convictions they may have committed;
  - 3) if Italian citizens: to be registered in electoral rolls, specifying the municipality and stating, if possible, the reasons for their non-registration or cancellation.
  - 4) if foreign citizens: to enjoy civic and political rights in their home Country, or the reasons why they are denied such rights;
  - 5) of not having been removed from an employment at a Public Administration due to persistent insufficient performance, and of not having been revoked a public employment, pursuant to art. 127.d) of Presidential Decree no.3/1957 of 10/1/1957;
  - 6) of possessing one of the required qualifications provided for by art. 2;
  - 7) of possessing one of the specific requirements provided for by art 2;
  - 8) of not being within a degree of kinship - up to and including the fourth degree - with a professor attached to the department or facility requesting the post, or with the Rector, the General Director or a member of the University Board of Directors, or the President, the Managing Director, the majority shareholder or equivalent figures of the company or entity funding the research project for which the position is advertised.
16. The Administration reserves the right to carry out inspections, as well as sample checks, on the truthfulness of the self-declaration of certification.
17. It is not allowed to refer to documents submitted to this or other administrations, or documents attached to applications for other selection procedures.

#### **Art. 5** **Application for foreign citizens**

1. Foreign citizens, in addition to what stated in the previous article and in the documents available in the online procedure, must also declare in their application:
  - of enjoying civic and political rights in their home Country, or the reasons why they are denied such rights;
  - of having an adequate knowledge of the Italian language.
2. The qualifications that the European Union citizens wish to submit can be included in the curriculum vitae using the form referred to in Annex C.
3. Non-EU citizens in possession of a valid residence permit may use the self-declarations in lieu of affidavit under art. 46 and 47 of Presidential Decree n. 445/2000 of 28/12/2000, if they are required to prove status, facts and personal qualities, which can be certified or attested by public or private Italian entities; Such self-declarations must be uploaded in a compressed folder in .zip or .rar format.
4. Non-EU citizens who cannot use the self-declaration in lieu of affidavit under art. 46 and 47 of Presidential Decree n. 445/2000 of 28/12/2000 must include in their curriculum vitae the qualifications they wish to submit to the assessment of the Committee, uploading in addition a compressed folder in .zip or .rar format which includes the documents and qualifications in .pdf format, with an attached self-declaration of conformity with the original.
5. The Administration reserves the right to carry out appropriate checks on the truthfulness of the self-declaration of certification.
6. Non-EU citizens must provide, at the request of the Administration, at any time or, in any case, at the



time of the possible recruitment, the qualifications issued by the competent authorities of the State of which they possess the citizenship, or of non-EU Countries, legalized by the Italian consular authorities or by an official translator.

#### Art. 6 Publications

1. The scientific publications which the candidates wish to submit must be numbered progressively, in correspondence with the related list with date and signature, and must be submitted **exclusively in digital format, in .pdf format**, collected in no more than 5 compressed folders (.zip or .rar).
2. The candidate is required to respect the maximum number of publications to submit (including the PhD thesis or equivalent titles), if provided for by art. 1. **Submitting a number of publications higher than the maximum provided for in art. 1 of this call will result in the exclusion of the candidate from the selection procedure.**
3. For the purposes of the present procedure, the Committee took the following into consideration exclusively: publications or texts, uploaded on the online platform, accepted for publication in compliance with the legislation in force, as well as monographs, essays included in collections and articles published in paper or digital journals. The PhD thesis or equivalent titles are also taken into account for evaluation. Internal notes and departmental reports are not assessable.
4. By the deadline of the call, the texts and the articles accepted for publication must be submitted with the publisher's acceptance document.
5. The publications included in the list but not submitted, or the submission of publications not included in the list attached to the application will not be taken into consideration by the Judging Committee.
6. For the publications issued in Italy, the obligations required by Law no. 106/2004 of 15/4/2004 and the relevant regulation issued by Presidential Decree no. 252/2006 of 3/5/2006 must be fulfilled.
7. For all the publications, whether issued in Italy or abroad, it is necessary to state:
  - a) The date and, if possible, the place of publication;
  - b) The ISBN Code, or ISSN code, or DOL code, or another equivalent code.
8. The publications must be submitted in their original language. In the case of a language other than Italian, French, English, German or Spanish, the publications must be translated in a certified Italian language compliant with the foreign text, edited by the competent diplomatic or consular representation or by an official translator.
9. For the selections regarding language sectors it is possible to submit publications edited in the language or in one of the languages for which the call has been announced, even if different from the ones stated in the previous paragraph.

#### Art. 7 Forgoing to participate in the selection procedure

1. The candidates who wish to withdraw from the selection procedure for which they have applied can send at the Academic and Research Staff Recruitment Office, at the email address [valcomp@unimi.it](mailto:valcomp@unimi.it), the declaration of withdrawal, using the attached form (Annex E), with a copy of the identity card.
2. The candidate's absence on the day of the discussion is considered as a manifestation of their will to withdraw from the selection procedure.





#### **Art. 8**

##### **Exclusion from the selection**

1. The candidates are admitted conditionally at the selection.
2. The exclusion for the lack of one of the requirements of this call is effected by decree of the Rector, giving reasons for the same.
3. If the reasons determining the exclusion are ascertained after the fulfilment of the selection, the Rector shall order the forfeiture of all rights resulting from participating in the selection; likewise, the candidates whose declarations submitted in the application pursuant to Presidential Decree no. 445/2000 result untrue will also be disqualified.

#### **Art. 9**

##### **Establishment of the judging committee**

1. The judging committee consists of three professors according to the modalities provided for by art. 7 of the University Regulations for the recruitment of fixed-term researchers.
2. If expressly required by the proposing Department, the Committee can be entirely composed by scholars or experts in service at universities of foreign Countries, in possession of specific knowledge in the competition sectors and the scientific-disciplinary sector to which refers the call, with roles equivalent to those of full and associate professors.
3. For the establishment of the judging committee, the rules on incompatibility and conflict of interests are observed.
4. The committee is appointed with a rectoral decree and its composition is made public telematically on the University website.

#### **Art. 10**

##### **Recusal**

1. Any request of recusal by the candidates of one or more of the Committee members, pursuant to art. 51 and 52 of the Code of Civil Procedure, must be presented within the final deadline of 15 days from the date of issue of the judging Committee's decree of appointment on the University portal. The recusal request, duly dated and signed, with a copy of a valid identification document attached, must be submitted to the certified address [unimi@postecert.it](mailto:unimi@postecert.it) and to the email address [valcomp@unimi.it](mailto:valcomp@unimi.it).
2. If the cause of recusal arises after the aforementioned deadline, as long as it happens prior to the setting-up date of the Committee, the time limit begins from its occurrence.

#### **Art. 11**

##### **Compliances of the judging committee**

1. The sittings of the Judging Committee can also take place in telematic mode.
2. During the first sitting, chaired by the member with the highest academic seniority, the Committee appoints the President and the Secretary.
3. The Judging Committee, in order to carry out the comparative assessment of the candidates, predetermines the general criteria and submits them to the procedure supervisor, who ensures their publication on the University Portal.
4. The criteria are made public at least five days before the continuation of the Committee's work.
5. The candidates' evaluation by the judging Committee involves a preliminary phase, after which the



Committee expresses for each candidate a reasoned analytic judgement on the qualifications, on the curriculum vitae and on the scientific production, including the PhD thesis, based on parameters and criteria pursuant to Ministerial Decree no. 243/2011 of 25/5/2011.

6. After the preliminary evaluation, the candidates comparatively more deserving, by between 10% and 20% of their number, and in any case no less than six, are admitted to the public discussion of the qualifications and the scientific production; if the candidates' number is equal to or less than six, they are all admitted to the discussion: in such case, the Committee carries out the evaluation of the qualifications and publications without expressing any judgement.

#### **Art. 12**

##### **Evaluation of the qualifications and the curriculum vitae**

1. The Committee carries out the preliminary comparative evaluation, referring to the specific competition sector and, as need be, to the profile defined with the indication of one or more scientific- disciplinary sectors of the curriculum and the following qualifications:
  - a) possession of a PhD degree or equivalent, or, for the sectors concerned, the medical specialization diploma or equivalent, obtained in Italy or abroad;
  - b) any didactic activity at university level, in Italy or abroad;
  - c) documented activities of formation or research at qualified Italian or foreign institutes;
  - d) documented activities in the clinical field concerning the competition sectors in which such specific skills are required;
  - e) carrying out project activities concerning the competition sectors in which they are envisaged.
  - f) organization, management and coordination of national and international research groups, or participation thereto;
  - g) ownership of patents concerning the competition sectors in which it is envisaged;
  - h) speaker activities at national and international conferences and conventions;
  - i) obtaining national and international awards and recognition for research activities;
  - j) possession of the European specialisation diploma acknowledged by international Boards, concerning the competition sectors in which it is envisaged;
2. The evaluation of each element is carried out taking specifically into account the significance it acquires in relation to the quality and quantity of the research activity conducted by each candidate.
3. Furthermore, the Committee evaluates any other qualification or certificate not explicitly required for being admitted to the selection.

#### **Art. 13**

##### **Assessment of scientific production**

1. When carrying out comparative assessment among candidates, the Committee shall take the following into consideration exclusively: publications or texts accepted for publication in compliance with the legislation in force, as well as essays included in collections and articles published in paper or digital journals, excluding internal notes and departmental reports. The PhD thesis or equivalent titles are taken into account for evaluation even without the conditions set out in this paragraph.
2. The Judging Committees carry out, pursuant to art. 3 of Ministerial Decree no. 243/2011 of 25/5/2011, the selection of the publications on the basis of the following criteria:
  - a) originality, innovation, methodological accuracy and significance of each scientific publication;
  - b) consistency of every publication with the competition sector for which the selection has been announced and with the profile, if any, exclusively defined through indications of one or more scientific-disciplinary sectors, or with interdisciplinary subjects related thereto;



- c) scientific relevance of the editorial classification of each publication and their dissemination within the scientific community;
  - d) analytical definition of the individual contribution provided by the candidate when working in collaboration, also based on criteria recognised by the international scientific community of reference.
3. The Judging Committee shall also evaluate the overall amount, intensity and temporal continuity of such scientific production, excluding those periods of time candidates had to stop doing research, upon due justification, with particular reference to parenting.
4. In the context of competition sectors in which the following indicators are internationally used, the judging Committee shall also take into consideration, pursuant to art. 4 of Ministerial Decree no. 243/2011 of 25/5/2011:
- a) overall number of quotations;
  - b) the mean of quotations per publication;
  - c) overall impact factor;
  - d) the mean of impact factors per publication;
  - e) Combinations of the aforementioned parameters to enhance the impact of the candidate's scientific production (Hirsch indicator and the like).

#### Art. 14

##### Public discussion of the qualifications and the scientific production

1. Candidates will be notified the date of the discussion of the qualifications by publication on the University website on page <https://www.unimi.it/it/node/581/> at least 20 days before the discussion. In case a preliminary selection is necessary, the admission or non-admission will be published on the University website at page <https://www.unimi.it/it/node/581/> in the days following the preliminary evaluation. The candidates are required to present themselves with a valid identification document.
2. The candidates' adequate knowledge of the foreign language referred to in art. 1 of this call is ascertained contextually to the discussion of the qualifications and publications.
3. At the end of the public discussion, the Committee assigns a score to the qualifications and every publication submitted by the candidates.
4. The qualifications can be attributed a maximum of **30 points**, whereas the scientific publications can be attributed a maximum of **60 points**. Within the score to be allocated for publications, the Committee determined that some points shall be allocated to the overall amount, intensity and temporal continuity of such scientific production, excluding those periods of time candidates had to stop doing research, upon due justification, with particular reference to parenting, up to a maximum of **10 points**.
5. After comparing the results of the individual evaluations, the Committee, by deliberation adopted by the absolute majority of its members, lists a ranking based on merit and identifies the winner.
6. The documents of the Committee consist of the minutes of each meeting, of which are an integral part the judgements, the scores attributed to each candidate and the reasons for choosing the winner.
7. The judging Committee must conclude the selection procedure within 3 months of the issuing of the related decree of appointment.

#### Art. 15

##### Ascertainment of the documents' regularity

1. The documents are submitted by the President of the Committee to the procedure Supervisor within 5 days of the last meeting of the Committee.



2. The Rector ascertains by his own decree, within 30 days of the submission, the regularity of the documents, he approves the ranking based on merit and declares the winner.
3. The candidates will be informed of the result of the selection exclusively by publication of the Rectoral Decree of approval of the competition documents on the University portal, on the webpage <https://www.unimi.it/it/node/581/>. The time limits for any rebuttal commence on the publication date of the Rectoral decree of the documents' approval on the University website.
4. The minutes written by the judging Committee will be published on the University website.
5. In case of irregularities, the Rector submits with reasonable cause the documents to the Committee, for the regularization, establishing a deadline by which the Committee must intervene.

#### **Art. 16** **Recruitment**

1. The Council of Department involved proposes the recruitment of the winner with the favourable vote of the absolute majority of full and associate professors.
2. The Council of Department involved can use the ranking listed by the judging Committee exclusively for recruitments finalized within six months of the documents' approval, and strictly in the following cases:
  - Impossibility to finalize the recruitment due to lack of requirements stated in the application, such as the lack of achievement of the equivalence/equipollence of the foreign qualification;
  - withdrawal from the recruitment by the candidate called to hold the position;
  - failure of the candidate to take up service;
  - resignation after taking up service;
3. The Board of Directors approves the proposal of recruitment and authorises the stipulation of the contract.

#### **Art. 17** **Nature and stipulation of the contract**

1. The Board, upon stipulating the fixed-term individual employment contract, exhorts the involved party to submit the required documentation for the public service recruitment. The documentation which attests the equivalence or equipollence of the foreign qualification pursuant to art. 2 of this call will in any case have to be presented to the Board within the time limit of six months of the recruitment date, under penalty of forfeiture from the work relationship.
2. In addition, the private law contract established with the researcher has to include the following information:
  - the starting and end date of the work relationship;
  - the commitment regime chosen by the researcher;
  - the overall emoluments;
  - the social security and insurance treatment;
  - the Department;
  - the competition and scientific-disciplinary sector of reference;

#### **Art. 18** **Incompatibility**

1. The contract referred to in this call may not be cumulated with similar contracts, even if stipulated in other universities or public or private scientific institutions, nor with the attendance of a PhD course,



nor with postgraduate research fellowships or scholarships.

2. For the duration of the contract, the employees of Public Administrations pursuant to art. 1, paragraph 2 of Legislative Decree no. 165/2001 of 30/3/2001 are placed on leave from work, or non-tenured or in a similar position, if required by the rules of the Board to which they belong.
3. For compatible activities, the regulations to which tenured researchers are subject, and in particular Legislative Decree no. 57/1987, converted into Law 158/1987, apply to the extent not amended by Law no. 240/2010.
4. For the authorisation regime, the regulations applied are pursuant to art. 53 of Legislative Decree no. 165/2001, as well as the University Regulations for the authorisations to carry out paid external assignments.

#### **Art. 19**

##### **Activities of fixed-term researchers**

1. Regardless of the contract type, a fixed-term researcher:
  - carries out scientific research activities, in the context of the scientific-disciplinary sector which identifies his/her profile;
  - carries out didactic activity, in compliance with the regulations in force and the University Regulations, according to the decisions of the competent Bodies;
  - carries out aid activities when connected to the research and didactic assignments, by prior agreement between the University and competent health facilities;
  - participates in the Committees for student exams and for the final exam for the achievement of the qualification issued by the University, also following the development of the theses;
  - carries out tutoring and guidance activities for students for the purposes of arranging their study plan, establishing an office hour schedule;
  - may undertake roles of responsibility for research projects in compliance with the regulations in force;
  - participates in the Department activities and in the didactic Committee meetings, according to the procedures disciplined by the regulations of the Department itself.
2. The total annual commitment is estimated at 1500 hours for the full-time status.
3. According to the decisions of the relevant University Regulations, full-time researchers must dedicate a total of 350 hours to didactic activities, integrative didactic and service activities, which becomes a total of 200 hours for fixed-time researchers.

#### **Art. 20**

##### **Assessment of activities**

1. The results and the activities of fixed-term researchers are subject to assessment in accordance with procedures specifically established by the Board of Directors, after consulting the Academic Senate.
2. The researcher is still required to submit an annual report based on models and criteria defined by the University.

#### **Art. 21**

##### **Emoluments**

1. The all-inclusive annual gross remuneration due to agreement recipients is equal to the emolument laid down by the regulations in force.





#### **Art. 22**

##### **Termination of employment**

1. The researchers who wish to withdraw from the contract shall notify both the Rector and the relevant structure with at least 30 days' notice.
2. In case of failure to give notice, the Board shall withhold the amount corresponding to the remuneration due to the employee for the period of notice in which he has not worked.
3. The termination of the contract is determined:
  - by its expiry date;
  - by the researcher's withdrawal;
  - for just cause, pursuant to art. 2119 C.C.;
  - due to the researcher's non-performance of the activity envisaged by the contract, evaluated by the competent academic Bodies;
  - by the lack of the requirements prescribed by law and by this call, ascertained even after establishing a work relationship.

#### **Art. 23**

##### **Personal Data processing**

1. The personal data supplied by the candidate will be collected and processed by the University in quality of data controller in compliance with EU Regulation 679/2016 (General Data Protection Regulation, or in short, GDPR) as well as Legislative Decree no. 196/2003 (Code regarding the protection of personal data) and subsequent amendments and additions thereto, for the purposes connected to the carrying out of the selection procedure.

Thorough information is available on webpage: [https://www.unimi.it/sites/default/files/2022-09/Informativa%20Candidati%20a%20selezioni%2026.9.22\\_signed.pdf](https://www.unimi.it/sites/default/files/2022-09/Informativa%20Candidati%20a%20selezioni%2026.9.22_signed.pdf) .

#### **Art. 24**

##### **Selection procedure supervisor**

1. The present selection procedure supervisor is Manuela ROMEO - e-mail: [manuela.romeo@unimi.it](mailto:manuela.romeo@unimi.it).
2. Further information or clarifications regarding the methods for submitting the application may be requested at the Academic and Research Staff Recruitment Office (tel. 025031/3102-3103-3122-3123; e-mail address: [valcomp@unimi.it](mailto:valcomp@unimi.it) ).

#### **Art. 25**

##### **Call publication**

1. This announcement is published on Official Gazette - IV, "Serie speciale Concorsi ed Esami."
2. The complete text is published on the University website, on the Ministry of University and Research site, as well as on the European portal for researchers mobility.



**Art. 26**  
**Final report**

1. What is not expressly laid down in the present notice shall remain with the provisions laid down by the legislation aforementioned in the introduction of this decree, as well as the relevant legislation in force.

THE RECTOR  
Elio Franzini