

**Subject: Public Selection Procedure, based on qualifications and interview, for the awarding of 20 annual special research grants for carrying out research activities, lasting 2 or 3 years, within the initiative “IAF Astronomy Fellowships in Italy”**

**“Project Identification Code”: C59J21034720001**

## **Article 1 – Number, duration and disciplinary scope of the research grants**

1 The “Istituto Nazionale di Astrofisica” (INAF) calls – according to art. 22 of Law 30/12/2020, nr. 240, and subsequent amendments and additions – a public selection procedure, based on qualifications and interview, for the awarding of 20 non-renewable annual grants for carrying out research activities, lasting 2 or 3 years, in one of INAF Research Structures in the framework of the initiative “IAF Astronomy Fellowships in Italy”.

2 These fellowships are mainly aimed at strengthen expertise and skills of the community in all the fields covered by the institutional mission of INAF.

3 The Research activity proposed to be financed through this call – as mentioned above - shall be carried out in one or more of the Research Structures of INAF under the supervision of an INAF Researcher or an associated to INAF.

4 The grant holders can carry out their research activity also in other “INAF Research Structures”, provided this activity lies within the framework of the field assigned by the present call.

5 The Fellowships is simultaneously aimed at:

a) offering a change of professional growth to young researchers holding a PhD, fellows, or young people who have gained experience in the research field, and want to try their hand at the National and International research circuit, with a view to rotation and mobility, as well as recruiting specific skills within fixed-term projects and/or activities;

b) filling positions outside the programming of permanent staff requirements, and therefore do not constitute a binding condition for taking up a permanent position within the Institute.

6 The research grants covered by the selection procedure are as follows:

- **Title:** the title of the fellowship is free and shall be proposed by the candidate.
- **Duration:** the duration of the fellowship shall be chosen by the candidate in either two-years or three-years, according to the program the candidate intends to propose.
- **Location:** The INAF Research Structure chosen by the candidate to carry out the proposed research program. The project supervisor can be chosen by the candidate, upon prior consent of the person involved.
- **Scientific Supervisor:** INAF Science Director.
- **Research Program:** The topics of the research activity proposed by the candidate for the fellowship can be chosen by the candidate, who will describe them in detail in his/her application form.

## **Article 2 – Eligibility Requirements**

1 In order to be eligible to apply to this call the candidate, at the date of call closure, should have one of the following academic title:

a) PhD in Physics, Astronomy, Mathematics, Chemistry, Geology, Engineering or Computer Science, or a PhD equivalent to the above and relevant to the activity proposed in the research program, obtained before the Reform introduced by the Ministerial Decree November 3, 1999, nr. 509, issued by Italian or International Universities, Institutes, Organizations, Research centers or other qualified public or private Entities, in a research field related to the subject of the proposed program, according to art. 1, par. 3 of the present “Call”.

b) Master degree (Laurea or equivalent) Diploma, such to grant access to PhD path, in Physics, Astronomy, Mathematics, Chemistry, Geology, Engineering, Informatics or equivalent matter, obtained

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before the Reform introduced by the Ministerial Decree November 3, 1999, nr. 509, followed by a minimum of 3-years documented research experience in National or International Universities, Institutes, Organizations, Research Centers, or other public or private qualified Entities.

c) Degree in Physics, Astronomy, Mathematics, Chemistry, Geology, Engineering, Computer Science within LS (Lauree Specialistiche), obtained before the Reform introduced by the Ministerial Decree November 3, 1999, nr. 509, or within LM (Lauree Magistrali), according to the educational system provided for and governed by the Ministerial Decree of 22 October 2004, nr. 270, issued by Italian or International Universities, Institutes, Organizations, Research centers or other qualified public or private Entities, in a research field related to the subject of the proposed program, according to art. 1, par. 3 of the present "Call".

2 In order to be admitted to the present selection procedure, the equivalency of the presented academic titles will be ascertained by the "Selection Board", as mentioned in the following article 5, on the basis of the documents submitted by the candidate, according to art. 4, par. 1, d), point 2) of this "Call", on the understanding that, in case the candidate is selected, the Administration, receiving the results of the assessment made by the "Selection Board", will assist the candidate in transmitting the documents, together with the statements mentioned in art. 3, par. 2, a) or b) of the Presidential Decree of 30 July 2009, nr. 189, together with the candidate's application, to the Ministry of University and Research, in order to acquire the opinion foreseen by art. 4, par. 2 of the same Decree.

3 Candidates wishing to take part in the selection procedures disciplined by the present "Call" over and above the afore-mentioned requirements, should also be compliant with the following requirements:

a) Italian citizenship, with the exception of:

- o European Union Citizens
- o Candidates with citizenship of a country outside the European Union, holding a residence permit, or a permanent residence permit, according to art. 38 of the Legislative Decree 30 March 2001, nr. 165, and subsequent amendments and additions;
- o Candidates with citizenship of a Country outside the European Union not already holding a residence permit in Italy according to art.38 of the Legislative Decree 30 March 2001, nr. 65, and subsequent amendments and additions, in case the conditions provided for by par. 5 of the Decree are met;

b) Inscription in the electoral lists of the town of residence (for Italian citizens only)

c) Age above 18 years

d) Enjoyment of Civil and Political Rights in the Country of residence.

e) Have not been convicted of a criminal offence OR in the case the applicant has been convicted of a criminal offence these will have to be specified in the application form.

f) Have no active criminal proceedings, OR in case the applicant has active criminal proceedings these will have to be specified in the application form according to art. 4, par. 1 e) of this "Call".

g) Have a very good knowledge of the English language, both written and spoken.

4 According to art. 3 of the Decree of the President of the Council of Ministers 7 February 1999, nr. 174, citizens of the EU Member States, as well as of States outside the EU, should:

a) hold all the requisites of the present "Call", with the exception of the Italian citizenship;

b) enjoy civil and political rights in their home country or in the country of origin;

c) have an elementary knowledge of the Italian language.

5 Outside the cases expressly contemplated in par. 2 and 3 of art.3 of the Presidential Decree 28 December 2000, nr. 445, and subsequent amendments and additions, citizens of States outside the EU, not holding the right to residence permit or permanent residence permit, in case they win this selection procedure and, in any case, before receiving the grant, should prove that they meet the requirements as from the preceding par. 3 by submitting certificates - issued by the competent Italian Consular Authority - of conformity to the original.

6 All the requisites foreseen by the present "Call" must be held at the expiry date of the deadline for submission of the application in order to take part in the selection procedure.

7 Candidates will be admitted to the selection procedure subject to the verification of compliance with the requirements of the present "Call" and stated in the related application.

8 The non compliancy with even just one of the requirements of this "Call" will result in the exclusion of the candidate from the selection procedure.

9 Exclusions from the selection procedure, whatever its reason, can be ordered at any time, by reasoned decision of the Director General of the “National Institute for Astrophysics”, on the proposal of the “Secretary of the “Selection Committee” in its quality as “Responsible for the Procedure”.

### Article 3 Details and Deadline for the Submission of the Application

1. The application form for the admission to the selection procedure will be written in plain paper, exclusively in Italian, following the scheme provided in “Annex A” of this “Call” and shall include all the required documentation. The application shall be sent, under penalty of exclusion, no later than the 45th day following its publication on the INAF website, at the following address: [www.inaf.it](http://www.inaf.it), Section “Join us” (*Lavora con noi*), Subsection “Research Grants” (*Assegni di Ricerca*), as well as on the website [www.astrophysics.inaf.it](http://www.astrophysics.inaf.it), on the understanding that, if the deadline coincides with a public holiday, it will be postponed to the next working day.

2. The application form must be submitted, under penalty of exclusion, in one of the following ways:

a) Via registered letter with acknowledgment of receipt to the INAF mail address: “*Istituto Nazionale di Astrofisica*”, Direzione Generale, Viale del Parco Mellini 84, I-00136 Roma, with the following wording on the title page of the envelope: “*Selezione per il conferimento di assegni di ricerca nell’ambito della iniziativa IAF Astronomy Fellowships in Italy*” [*Selection for the awarding of research grants in the framework of the initiative IAF Astronomy Fellowship in Italy*].

b) Via certified electronic mail (PEC) in “PDF” or “TIFF” format to the following address [inafsedeentrale@pcert.postacert.it](mailto:inafsedeentrale@pcert.postacert.it), with the subject: “Selezione per il conferimento di assegni di ricerca nell’ambito della iniziativa IAF Astronomy Fellowships in Italy”;

c) Via ordinary electronic mail (e-mail) in PDF or TIFF format at the following address [segreteria-DS@inaf.it](mailto:segreteria-DS@inaf.it) with the subject: “Selezione per il conferimento di assegni di ricerca nell’ambito della iniziativa IAF Astronomy Fellowships in Italy”, if the candidates, whether Italian or foreign, are not holders of a certified mailbox;

d) Via authorized express courier to the mail address: INAF, Direzione Generale, Viale del Parco Mellini 84, I-00136 Roma, with the following wording on the title page of the envelope: “*Selezione per il conferimento di assegni di ricerca nell’ambito della iniziativa IAF Astronomy Fellowships in Italy*”;

3. In case the application is sent via registered letter with acknowledgment of receipt, the deadline is met if the documented date of acceptance by the post office is within the deadline. If the application is sent via authorized express courier, the date written on the forwarder’s bill will be valid.

4. Applications sent electronically shall be sent by a personal certified mail or e-mail account. Applications sent from addresses with a different owner will not be considered valid.

5. Applications submitted in violation of the provisions contained in the previous paragraphs will be deemed inadmissible.

6. In case the application is sent via certified electronic mail, it must be sent, under penalty of exclusion, no later than 23:59 (Italian time) of the deadline fixed by par. 1 of this article, with the understanding that time and date and time the application was sent will be certified by the computer system.

7. The application form shall be signed with the candidate holographic (manual handwritten) signature.

8. If the application form is sent via certified electronic mail, it shall be digitally. Alternatively, it must be signed with the candidate’s holographic (manual handwritten) signature accompanied by a photocopy of a valid Photo-ID document.

9. The candidate’s signature on the application does not require authentication, according to art. 39 of the Presidential Decree 28 December 2000, nr.445, and subsequent amendments and additions.

10. In any case, the candidate will be excluded by the selection procedure, subject of this “Call” by reasoned decision of the Director General of the “National Institute for Astrophysics”, if:

a) the application is not signed, as from par. 8 of this article;

b) the application is submitted after the mandatory deadline fixed by par. 1 of this article.

### Article 4 – How to draw up the Application for Admission to the Selection Procedure

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1. In the Application form, the candidate shall declare under her/his responsibility, according to articles 46, 47, 75 and 76 of the Presidential Decree 28 December 2000, nr.445, and subsequent amendments and additions:
  - a) Family name, given name, place and date of birth, place of residence and fiscal code (if available from either Italian or foreign citizens)
  - b) Citizenship, according to art. 2, par. 3, a) of this "Call"
  - c) Enjoyment of civil and political rights and, for Italian Citizens and residents in Italy, the town of enrollment on the electoral registers (or possible reasons for exclusion or cancellation from the electoral registers)
  - d) The possession of one of the required qualifications, as from art.2, par. 1, a), b) and c) of this "Call", specifying:
    - > year of graduation, name of the University, Research Centre, or other qualified Entity of issue and final votes.
    - > In case of documented experience, of at least 3 years, in research activities in the framework specified in the proposed project, according to art.1, par.3 of this "Call", please specify the periods spent at a University, Institute, Research Centre or other qualified public or private Body in which it was gained, with the understanding that:
      - 1) In case of a foreign degree the candidate shall specify if it has been already declared equipollent or equivalent to one of the qualifications required in this "Call" according to current regulations;
- 2) If the above is not the case the candidate shall add to the application a copy of the certificate or documentation attesting the degree, the list of the exams and any other information to allow the proposals evaluation committee to ascertain its equivalency.
- e) any criminal convictions, even if pardon, amnesty or judicial forgiveness has been granted, or whether the penalty has been applied at the request of the parties, according to art. 444 and following of the Code of Criminal Procedure **(the declaration must be made even if negative);**
- f) any ongoing criminal proceedings **(the declaration must be made even if negative);**
- g) Commitment not to receive other fellowships – awarded for any title - all along the duration of the research grant, except as provided for in art. 9 of this "Call".
- h) Have a very good knowledge of the English language, both written and spoken.
2. Citizens of the European Union must also declare they have the requisites provided for in art. 3 of the Decree of the President of the Council of Ministers, 7 February 1994, nr. 174, as specified in art. 2, par. 4, of this "Call".
3. Non-EU citizens with resident status in the EU, according to art. 38 of the Legislative Decree 30 March 2001, nr. 165, and subsequent additions and amendments, shall declare under their responsibility to comply with all the requirements set out in art. 2, par. 4 of this "Call".
4. Non EU Citizens without resident status, according to art. 38 of the Legislative Decree 30 March 2001, nr. 165, and subsequent additions and amendments, in case they are selected and before they receive the allowance, shall document the compliance with the requirements set out in art.2 of the present "Call" through certificates and attestations issued by suited authorities of the foreign Country translated in the Italian Language and authenticated by the Italian Consulate in the Country, following a warning on the criminal consequences of submitting false documents, or documents not corresponding to real facts.
5. All candidates must fill out the application form for the admission to the selection procedure in Italian, in compliance with the terms and conditions set out in this "Call". On the other hand, both the proposed research project and the "Curriculum Vitae" can be written either in Italian or in English.
6. All candidates shall indicate in their application:
  - a. The address to which any communication related with the application shall be addressed, including phone number and e-mail address. In case of an ordinary e-mail (non certified) address the candidate shall acknowledge receipt of any communication received by the call issuer.
  - b. Any modification to the above address shall be promptly communicated to the call issuer.
7. The application form shall be accompanied by:
  - a. Project Description with indication of the expected deliverables, proposed criteria to monitor their achievements, the "INAF Structure" where the candidate intends to carry out the

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research activity and the name of the proposed “*supervisor*” (this can be written in Italian or in English).

- b. “*Curriculum Vitae et Studiorum*”, with date and signature, together with a descriptive report of the research activity carried out during the career and major achievements. (to be written in Italian or English).
- c. Self-declaration, according to articles 46, 47, 75 and 76 of the Presidential Decree 28 December 2000, nr.445, and subsequent amendments and additions, which should certify, according to paragraph 1 d), point 2), of the present article, the educational qualification held, without prejudice to article 7, paragraph 5, of the present “*Call*”. Persons not competent to draw up such a declaration must enclose to their application a copy of the certificate or documents certifying that he/she owns the qualifications, with a list of the exams and/or training and research activities carried out, and the final vote, so that the Selection Committee can acquire all necessary and/or useful elements in order to ascertain its equivalence to one of the qualifications required for admission to the selection procedure subject of this “*Call*”.
- d. List of any title considered appropriate to assess the professional qualification of the candidate and his/her capability to perform research activity.
- e. A complete list of the publications relevant for the application with title, Journal, list of authors, year of publication and possibly web-based repository where the publication can be viewed.
- f. Copy of a valid photo-ID document (passport or National Identity Card).

8. The applicant shall select two reference persons who will send a letter of reference to the call issuer, exclusively via e-mail at the address [afinaf@inaf.it](mailto:afinaf@inaf.it) within the deadline of the call, under penalty of exclusion from the selection procedure.

9. The “*Curriculum vitae et studiorum*” shall be prepared with the EUROPASS format, or in a format with similar setting and content, or in any case a self-certification. self-declaration (for Italian or EU Citizen and EU residents) of the university master degree and the PhD degree owned. Authenticated copy of the degree certificates in all other cases. The self-declaration should be made according to articles 46, 47, 75 and 76 of the Presidential Decree 28/12/2000, no. 445, and subsequent amendments and additions, and should certify, according to paragraph 1 d), point 2), of the present article, the educational qualification held, without prejudice to article 7, paragraph 5, of the present “*Call*”. The candidates should be aware of their criminal liability in case of false or untruthful statements, according to art. 75 and following of the same Decree and of the special rules in force in Italy. Those who are not competent to draw up the above-mentioned statement may use another form of self-declaration, with the understanding that the truthfulness of the declarations will be duly verified in case the candidate wins the procedure, before any allowance is paid.

10. Candidates who are recognized as disabled according to Law 5 February 1992, nr. 104, and subsequent amendments and additions, shall specify any specific equipment required to access the interview, according to their specific condition.

11. For the purposes stated in par. 9 of this article, the application for the admission to the selection procedure must be accompanied, according to the directions included in the Circular of the Department for Public Administration of July 6, 1999, nr. 6, by a certificate issued by a special health facility stating, as related to the physical handicap of the candidate, the essential elements, so as to allow the Administration to set up in good time suitable means and instruments to ensure the smooth running of the interview.

12. The Administration assumes no liability in the event of:

- a) loss or failure to communicate with candidates, or delays or mistakes attributable to postal or telegraphic services;
- b) loss or failure to communicate with candidates attributable to failure or late notification by candidates of change of domicile and/or address as in the application form, including the certified e-mail address;
- c) in case of mistakes or delays attributable to facts of third parties, unforeseen circumstances, or *force majeure*,

13. The Administration will only use, for communications related to the selection procedure, subject of this “*Call*”, the certified e-mail address or e-mail address quoted in the application form.

14. In case a communication is sent through a non-certified e-mail address, the candidate will necessarily confirm that he/she has received the message.

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15. The titles provided by the candidate to be evaluated as from art. 6, shall be certified:
- a) concerning certificates issued by Public Administrations and Providers of Public Services, through a self-declaration according to articles 46, 47, 75 and 76 of the Presidential Decree 28/12/2000, no. 445, and subsequent amendments and additions, following the template provided in **Annex b**;
  - b) concerning qualifications issued by authorities other than Public Administrations and Providers of Public Services, in one of the following ways:
    - \* self-declaration, according to articles 46, 47, 75 and 76 of the Presidential Decree 28/12/2000, no. 445, and subsequent amendments and additions, following the template of **Annex b**;
    - \* original document;
    - \* authenticated copy of the document;
    - \* photocopy of the document, accompanied by a self-declaration, according to articles 19 and 47 of the Presidential Decree 28/12/2000, no. 445, and subsequent amendments and additions, which should certify its conformity to the original, according to the template provided in **Annex b**;
16. All electronic documents shall be provided – **under penalty of** exclusion – in static and not directly editable format, preferably “*PDF*” or “*TIFF*”.
17. Concerning the checks on the truthfulness of the substitute declarations or attestations made by candidates in order to take part in the selection procedure, subject of this “*Call*”, the provisions laid down in articles 75 and 76 of the Presidential Decree 28/12/2000, no. 445, and subsequent amendments and additions, as well as of the Law 12 November 2011, nr. 183, shall apply.

#### Article 5 – Selection Committee

1. The “Selection Committee” is appointed – through reasoned decision of the Director General, upon designation of the President, after consulting the Scientific Director, according to the “*Guidelines for the funding of Fundamental Research of the National Institute for Astrophysics*”, approved by the Board of Directors with the resolution of 31 December 2021, nr.85, and is composed of 5 members (one for each INAF recognized research areas) one of whom has the role of President.
2. The same document appoints the “secretary” of the Selection Committee, who will also act as “*Responsible for the Procedure*”, with the precise task of ascertaining and ensuring the formal regularity of the procedure.
3. During its first meeting, which may take place by electronic means, the Selection Committee will set:
  - a) the evaluation criteria for “Curriculum Vitae”, Research Proposal, qualifications and interview
  - b) the schedule for the interviews
4. The Selection Committee, which should be guided by the general principles of the European Charter for Researchers, may assign a total of 100 points to each candidate, divided as follows:
  - a) 70 points will be assigned for qualifications as specified above:
    - o Relevance of the proposal with respect to the institutional activities of INAF (maximum 10 points)
    - o Coherence and clarity of the deliverables (maximum 10 points)
    - o Scientific and/or technological excellence of the research program (maximum 10 points)
    - o Capability of execution of the proposed program (maximum 10 points)
    - o Level of innovation represented by the proposal (maximum 10 points)
    - o Potential impact of the results on INAF Activities (maximum 10 points)
    - o Evaluation of the CV of the applicant, both from the technological and scientific point of view (maximum 10 points)
  - b) 30 points will be assigned for the interview.
5. The committee will give particular consideration to the application of “young researcher”, i.e. applicants owning their PhD degree for less than 8 years at the issuing date of present call.

#### Article 6 – Selection Procedure and Assessment of Qualifications

1. The selection is based on both qualifications and interview.
2. Eligible titles will be evaluated according to the criteria described in Article 5, point 4 a):

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a) "*curriculum vitae et studiorum*" as from par. 7 b) of the preceding art. 4, and qualifications proving the professional qualification of the candidate, as well as his/her suitability for carrying out research activity, at the core of the proposed project for taking part in the selection procedure, subject of this "*Call*", as from par. 7 d) of the same article:

b) research program, as from article 1, par. 7 of this "*Call*";

c) publications related to the same activities described in the above a)

3. Only Candidates scoring more than 35 points in the evaluation of the titles, and scoring no less than 5 points in a maximum of 2 of the criteria listed in article 5, will be admitted to the Colloquium.

4. The interview, either in person or in videoconference, is aimed at ascertaining the professional skill of the candidate and the attitude to carry out research activities in the area of application of this "*Call*".

5. Candidates admitted to the interview will be formally summoned with a communication by certified electronic mail or ordinary e-mail with acknowledgment of receipt, at least a fortnight before the date on which the interview has been scheduled.

6. In this message the following data will be provided:

a) score reported by the candidate in the evaluation of titles

b) date, time and place (or video platform) of the interview.

7. In order to take the interview, the candidate will be identified by a valid photo-ID document.

8. If the interview takes place through videoconference, appropriate measures should be adopted so as to guarantee the principles of openness, transparency and impartiality.

9. On the other hand, if the interview is in person, the following measures should be adopted:

a) the interview should take place in an open room, which may contain as many people as possible;

b) at the end of each session devoted to the interview, the Selection Committee will prepare the list of candidates, with the score assigned to each of them;

c) this list, signed by both the *President* and the *Secretary* of the *Selection Committee*, will be posted at the entrance of the room chosen for the interview;

d) at the end of each session, the Selection Committee will draw up a specific report in which the score of each candidate will be written.

10. The interview is considered passed if the candidate obtains more than 20/30 points.

11. The final evaluation is obtained as the sum of the points obtained in the evaluation of the titles and the points obtained with the interview.

12. At the end of the selection procedure, the *Secretary* of the *Selection Committee* who is also responsible for the procedure, will take care of the transmission of the documents to the Director General and of the *final ranking of merit*.

13. The first candidates in the *final ranking of merit*, approved in the above-mentioned mode, up to the full use of the 20 annual research grants through the call will be selected for grant awarding.

14. The *final ranking of merit* of the selection procedure is approved through a decision of the Director General, and published on the INAF *website*, at the address [www.inaf.it](http://www.inaf.it) - section "*Lavora con noi*", sub-section "*Assegni di ricerca*".

### Article 7 – Grant assignment and contract signature

1. Selected applicants will be formally summoned to sign the grant awarding contract.

2. The date of the contract signature is agreed between INAF and the selected applicant. A no show without previous advice at the date of the signature (par. 1 of the present article) will cancel contract awarding, except in cases of objective impediment or force majeure.

3. The signature of such contract is not a labor contract and does not guarantee in any manner the access to INAF as a permanent employee.

4. Within 10 days from the communication of the outcome of the selection, winners must formally accept the grant and declare they are not in any of the conditions of incompatibility as described in article 9 of this *Call*.

5. If the selected applicant owns a foreign university degree not already declared as equipollent or equivalent (as required in art.2, par. 1 a), b), c), INAF will submit all the relevant documentation to the Italian Ministry for University and Research, above mentioned as "Ministry", for the authorization to grant awarding.

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6. In the case of positive answer or silent consent, INAF will proceed to grant awarding, after informing both Ministry and the candidate and recognizing the title as valid.
7. In case of negative opinion of the Ministry, the Administration, with the same decision, communicated both to Ministry and to the candidate, states that the qualification is not valid for the admission to the selection procedure. As a consequence, the candidate is excluded from the procedure, and the sliding of the ranking of merit is authorized, as well as the awarding of the grant to the first suitable candidate.
8. In the candidate's formal acceptance as from the preceding article, the grant holders will commit, under their own responsibility, to not receiving scholarships, subsidies or other grants for the duration of this grant, apart from the ones given by either Italian or foreign Institutes to supplement research activities
9. Within the same deadline as from par. 4 of this article, the winners of the selection who want to waive the Fellowship, should inform the Directorate General of INAF.
10. In case of withdrawal of a selected candidate, communicated according to par. 9, or in case, for any reason, it is impossible to sign a contract with the winners, or the grant holders decide to withdraw or forfeit their place, INAF will propose the grant to the next candidate in final *ranking of merit*, approved and published as provided for in art. 6, par. 11 of this *Call*.
11. The grant holders, **under penalty of forfeiture**, are required to take out a special insurance policy against accidents at work before starting their research activity.
12. In case the selected applicant is a foreign citizen not enrolled in the Italian National Health System, INAF will cover the cost of the enrolling.
13. As for risks resulting from civil liability towards third parties, grant holders will be covered by a specific INAF insurance policy.
14. The above-mentioned policy does not cover grant holders from risks deriving from civil liability towards the Institute.
15. Grant holders can withdraw from the grant with at least a 30 days' notice.
16. The period of notice starts on the 1<sup>st</sup> and 16<sup>th</sup> of each month.
17. In the event of failure to give notice, INAF is entitled to deduct from the fees to be assigned the sum equivalent to the period for which no notice has been given.
18. In any case, the cancellation of the selection procedure, subject of this *Call* is the necessary pre-condition for awarding the grants, and constitutes ground for termination of the contracts, without prior notice, without prejudice to the payment of the expected consideration, for any work already made.

### **Article 8.- Evaluation of the Research Activity**

1. Grant holders are subject to performance evaluation according to the schedule and modalities written in the grant awarding contract. To this end, they should write detailed reports on the activities they have carried out, and submit them to their Supervisor, who will approve them and give his/her own reasoned opinion.
2. In case the Supervisor does not approve the report on the research activities carried out by the grant holder, and gives adequate reasons for his/her decision, the Director General of INAF may proceed to the resolution of the contract.

### **Article 9 – Incompatibilities**

1. Research grants cannot be awarded to INAF employees, as well as employees of other Research Institutions and Universities, as listed in art. 22, par. 1, of the Law 30 December 2010, nr.240, and subsequent amendments and additions.
2. According to art. 22, par. 3, of the Law 30 December 2010, n. 240 and subsequent amendments and additions, the grant cannot be awarded to students enrolled in a Master courses (1<sup>st</sup> or 2<sup>nd</sup> level) or financed PhD career paths, medical specialty courses both in Italy and abroad.
3. An Italian civil servant will be temporarily suspended from his/her functions (including the salary) for the entire duration of the grant, even if he/she has a part-time contract.
4. The grant is incompatible with any other form of grant given by National Institutes, such as INAF, or International Institutes with the exception of those which support, for example, foreign leaves for research purposes.



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5. The grant is incompatible with any other salary perceived through a continuative full-time or part-time job.
6. The grant is compatible with a limited amount of occasional autonomous work as far as it is not in conflict with the research activities object of the grant. The occasional work will have to be authorized in advance by the grant supervisor.
7. The above-mentioned activity must be previously authorized by the Scientific Director, after consulting the person responsible for the Research Program.
8. The Fellowships cannot be awarded to retired personnel of INAF or other research institutes or universities.

### Article 10 - Salary

1. The salary of each single year of research grant is established in **Euro 40,000.00**
2. The amount is net with respect to any obligation in charge of INAF and gross with respect to personal income taxes to be paid by the fellow.
3. The Fellowships will be subject to the provisions as defined in art. 4 law n. 335, 13 august 1995. The Salary will be paid on a monthly basis at the end of the month.
4. In case the grant holder is foreign citizen and he/she is not enrolled in the Italian National Health System, INAF will cover the expenses of the enrollment, as from art. 7, par. 12 of the present *Call*.
5. Maternity leave is subject to the provisions of the decree of the Minister for Labour and Social Security 12 July 2007, published in the Official Journal nr. 247 of 23 October 2007, whereas health leave is covered by the provisions of art.1 par, 788 of the Law 27 December 2006, nr. 296, and subsequent amendments and additions.
6. During the maternity leave, the allowance paid by the *Social Security Institution*, according to art. 5 of the Ministerial Decree 12 July 2007, as recalled in the preceding paragraph, is supplemented by INAF up to the full amount of the allowance.
7. Mandatory Maternity leave will not count for the duration of the grant.
8. According to art. 7, par. 8 of this *Call*, the grant holder will take out her/his own insurance against accidents and injuries. The policy must be exhibit when signing the contract.

### Article 11 - Responsible for the procedure

1. According to the Law 7 August 1990, nr. 241, and subsequent amendments and additions, the person *responsible for the procedure* is CHIARA GUCCIONE, classified as Administration Official, 4th level, employed at the INAF Headquarters.

### Article 12 Handling of Personal Data

1. In conformity with the EU April 27, 2016/679 regulation (art. 13), INAF, in its capacity of responsible of personal data handling informs that the data provided by the applicant will solely be used for the purpose of the present call and subsequent actions, and handled by people responsible for carrying out the procedure, including the Selection Committee.
2. Personal Data handling will be done through certified electronic procedures, in the manner and limits necessary to pursue the purposes specified in the preceding paragraph.
3. Collection of personal data is necessary for the assessment of the requisites for taking part in the selection procedure. Failure to provide such data may preclude such verification.
4. As from art. 15 and following of the *Data Protection Regulation*, the applicant has the right to access to his/her personal data, rectify or cancel them and limit their handling, or even oppose their processing, by sending a specific request to INAF in Rome, Viale del parco Mellini 84, 00136, as detailed in the next paragraph.
5. The rights described in the preceding paragraph can be exercised, without any formality, through a request sent to the INAF *Data Protection Officer*:
  - a) via registered letter with acknowledgment of receipt to the address specified in par. 4 of this article;
  - b) via electronic mail to the address: [rpd@inaf.it](mailto:rpd@inaf.it);
  - c) via certified electronic mail to the address: [inaf@legalmail.it](mailto:inaf@legalmail.it)

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6. Applicants believing the treatment of their personal data represent a violation of the regulations have the right of appeal to the “Garante per la Protezione dei Dati Personali” established by the Italian Government, as from art. 77 of the above-mentioned *Regulation*. They can also apply to the competent judicial authority, as from art. 79 of the same *Regulation*.

**Article 13**  
**Advertisement**

1. This call for selection, and the following acts will be published online on the INAF website, at the address [www.inaf.it](http://www.inaf.it) - Section “Lavora con noi”, on the site [www.astrophit.inaf.it](http://www.astrophit.inaf.it), and on the institutional website of the Ministry for Education and Research, as well as on the EU website, according to the modes indicated by the Ministry itself.

**Article 14**  
**Referral Norms**

1. For all that is not foreseen and regulated by this *Call*, we make express reference to the laws and regulations with regard to grants for carrying out research activities.

Rome, 19/05/2022

The DIRECTOR GENERAL  
Dr. Gaetano TELESIO