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Rector's Decree n. 192/17 – 17/11/2017

**Procedure for the public selection to fill
one researcher position with a fixed-term contract
in accordance with Law 240/2010, art. 24, sub-section 3, letter a)
at the University of Gastronomic Sciences
Contest sector: 13/A1 – Political Economy
Scientific subject area: SECS-P/01 – Political Economy**

THE RECTOR

- Given DPR n. 445 of 28/12/2000 – Single text of legislation and regulations governing administrative documentation;
- Given the general norms governing temporary contracts, and in particular Leg. Decree n. 368, of 06/09/2001;
- Given Min. Decree n. 270 of 22/10/2004, containing amendments to the Regulations governing didactic autonomy of Universities;
- Given the Charter of the University of Gastronomic Sciences, issued by Rector's Decree n. 1/05 of 5/05/2005, published in the Official Gazette n. 106 of 9/05/2005 – Ordinary supplement n. 84, subsequently modified by Rector's Decree n. 33/07 of 18/04/2007, published in the Official Gazette n. 104 of 7/05/2007;
- Given Law n. 240/2010, entitled “Norms governing the organization of Universities, academic staff and recruiting practices, and government mandate to foster the quality and efficiency of the university system”, and in particular art. 24;
- Given Min. Decree n. 243 of 2011, “Criteria and parameters recognized, also at the international level, for the preliminary evaluation of candidates applying for the positions covered by the contracts referred to in art. 24 of law n. 240/2010”;
- Given DM 30 October 2015, n. 855 “Redetermination of context sectors, grouped into contest macrosectors, as per art. 15 of Law n. 240/2010”;
- Given the Regulations for the recruitment of researchers on temporary contracts;
- Given the 2014/2016 three year plan, approved by the Executive Committee on 26/09/2013;
- Given the resolutions of the Faculty Council of 18/10/2017 and the Executive Committee of 20/10/2017;

DECREES AS FOLLOWS

The University of Gastronomic Sciences hereby announces, as per art. 24, paragraph 3, letter a), of Law n. 240 of December 30, 2010, the application of the following comparative evaluation procedure for the selection of:

- **One researcher position with a fixed-term employment contract lasting three years, extendable for a further two years, 13/A1 – Political Economy.**

Art. 1 – Type of scientific and teaching duties

The selected candidate will be engaged in teaching activities for the first and second level degree courses, university Masters and research doctorates, teaching in Italian and English about topics relating to political economy, in particular: micro- and macroeconomics, the definition and implementation of economic policies, the economics of development and the analysis of inequality at a national and international level and the relationship between the ethics and policies of economic development. The content of the teaching must be developed so as to include themes linked to food and the gastronomic sciences.

A significant part of the teaching will be in English and will include the monitoring of students. The lecturer must carry out scientific research activities in accordance with the international standards for the specific subject, which could generate publications in English in international journals with an impact factor. The focus of the research must be oriented towards aspects of actual and potential interest to the food and agriculture sector, and in particular towards how economic development policies can influence the development of the food and agriculture sector and, more generally, economic development within a specific geographic area. The lecturer may be asked to coordinate and participate in applied research projects carried out for and with private organizations and national and international institutions, primarily in English. Lastly, they must develop original teaching materials in English and Italian. In order to carry out the activities described above, including the teaching and research activities, which must be carried out on the UNISG campus, the researcher's presence will be required for at least 120 days per year.

- Contest sector: 13/A1 – Political Economy
- Scientific subject area: SECS-P/01 – Political Economy
- Maximum number of publications to present: 12
- Foreign language requested: English
- Work schedule: full time
- Requested activity: The total annual commitment for carrying out research, teaching and student services, within the subject fields indicated above, is equal to 1,500 hours of work a year, of which at least 350 must be dedicated to teaching and student service activities. Teaching can be carried out in Italian or English. The teaching load of the contract holder is defined by the Faculty Council when planning teaching activities.

The holder of the contract must start scientific collaborations with national and international research groups with the aim of promoting and carrying out research projects, including of an interdisciplinary nature. Research activities must produce scientific publications whose number and quality must respond to the standards set by the Italian National Scientific Qualification for the contest macrosector. The scientific results obtained must also be presented by the researcher at national and international conferences.

- The location where the activities described above will be carried out is the University of Gastronomic Sciences.

Art. 2 – Requisites for admission to the comparative evaluation procedure

In order to participate in the selection process, candidates, even if not citizens of an EU member nation, must possess one of the following academic titles:

- research doctorate or equivalent qualification in one of the scientific subject sectors included within the contest sector 13/A1 – Political Economy, as listed in attachment A of the DM 30 October 2015 n. 855;

An essential requirement for admission to the selection process is an excellent knowledge of English (\geq C1).

Foreign citizens must have an equivalent academic title, based on international treaty agreements and the applicable norms; the equivalency must be certified.

Candidates must be in possession of the required academic titles by the deadline for submission of applications for the contest. Exclusion from consideration for failure to satisfy the requisites can be executed at any time, by Rector's Decree.

University professors and researchers hired on permanent contracts are excluded from participation in the contest, even if no longer in service.

Those who are currently under contract or who have been under contract in the past as researchers, as per art. 22 of Law n. 240 of December 30, 2010, or as researchers with temporary contracts, as per art. 24 of Law n. 240 of December 30, 2010 – with the University of Gastronomic Sciences or other Italian universities, public, private or web-based, specified in paragraph 1 of art. 22 of Law n. 240 of December 30, 2010 – for a period which, summed with the period of the contract to be assigned in this contest, is greater than 12 years, even if not consecutive, are excluded from participation in the contest. In calculating the duration of the contracts specified above, time spent on maternity leave or on leave for health reasons is not summed in the total, in compliance with the norms in force.

Also excluded from participation are those who are related, to the fourth degree of kinship (inclusive) to a tenured professor at the University, or with the Rector, the Registrar or a member of the University Board of Directors.

Art. 3 – Modalities and terms of submission of applications to the selection process

Applications must:

- utilize the form contained in attachment A of this call, which is an integral part of this Decree, and signed by hand; the forms are available on the campus of the University of Gastronomic Sciences and can also be downloaded from the following page: <http://www.unisg.it/ateneo/procedure-di-valutazione-comparativa/>;
- be sent by registered letter with return receipt or via courier with return receipt, or else submitted in person to the Comparative Evaluations Office of the University of Gastronomic Sciences, Piazza Vittorio Emanuele, 9, Loc. Pollenzo – 12042 BRA (CN).

Applications sent via PEC (Certified e-mail) to the University's certified e-mail address: rettore@pec.unisg.it, before the deadline indicated in this article will also be accepted. The application can only be sent from another certified e-mail address; applications sent from non-certified e-mail addresses will not be accepted. Applications sent via PEC must include the relative attachments and a copy of a valid ID document, in PDF format;

- contain a clear and unambiguous indication of the contest it is being submitted for;
- contain an indication of the domicile chosen by the candidate for the comparative evaluation. Any eventual variation of the same must be promptly communicated to the office to which the application form has been submitted. The administration is not responsible for the failure to

receive communications due to an inaccurate address supplied by the applicant or failure or delay in communicating changes in the address indicated in the application, nor is it responsible for eventual errors or delays by the postal service or in any case not attributable to negligence on the part of the university, nor for the failure to return a note of receipt of the application, the documents and any communications pertaining to the comparative evaluation.

The application must be accompanied by a copy of a valid identity document for the applicant, otherwise the application will be excluded from the selection process.

Differently able applicants, as per Law n. 104 of February 5, 1992, must make explicit requests regarding their special needs, as well as the eventual necessity of additional time for the carrying out of the tests, in compliance with the above law.

Deadline and modalities of submission of the application

The applications for participation in the comparative evaluation process must be received, according to the modalities specified above, at the address indicated in this article, within and not beyond **30 days** from the day following the date of publication of the announcement of the contest in the Official Gazette. If the thirtieth day is a holiday, the deadline is automatically extended to the first successive working day.

The application, whether submitted in person or sent by courier to the Comparative Evaluations Office, must be received by 6 p.m. of the day of the deadline for submission of contest applications.

Applications sent by registered letter with return receipt or courier or by certified e-mail will be accepted if and only if they are received by the day of the deadline for submission of contest applications.

The applicant must indicate clearly on the envelope containing the application, in addition to his/her name and address, the contest the application is being submitted for (title and number of the contest sector, or of the scientific-subject area of reference).

Applications, academic titles, documents and publications received by the University after the deadline for the submission of applications for participation in the comparative evaluation process will not be taken into consideration.

The Administration is not responsible for any failure to receive communications due to inexact indications of the address on the applicant's part, or to failure to promptly communicate changes in the address given in the application, nor for eventual errors by the postal service that are not attributable to the Administration itself, nor for a failure to return the receipt of reception of the registered letter.

Attachments to the application

The modalities for submitting the documentation attached to the application are described in attachment A, which is an integral part of this Decree.

Foreign candidates

Foreign applicants must submit their applications in Italian, according to the modalities and terms indicated in this article.

The application must include an indication of an eventual address in Italy for the purposes of the comparative evaluation. Any eventual change in said address must be promptly communicated to the office to which the application was sent.

Regarding the submission of academic titles, documents and publications, applicants must adhere to the same rules indicated for Italian applicants in this article.

Citizens of non-EU countries shall observe the same rules indicated in this article for the submission of academic titles, documents and publications, with the additional specification that, as per art. 3 of D.P.R. 445/00, applicants with non-EU citizenship who are legal residents or have permits of stay for Italy are entitled to present self-certification affidavits (art. 46 D.P.R. 445/00) and identification documents (art. 47 D.P.R. 445/00), limited to their status, personal data and facts certifiable or confirmable by public or private Italian bodies, without prejudice to the special dispositions of the laws and regulations concerning immigration and the rights of foreign citizens. Apart from such cases, foreign applicants with non-EU citizenship who are authorized to stay in Italy may utilize the abovementioned self-certified affidavits in cases in which their utilization has been agreed upon in international treaties between Italy and their country of citizenship.

Information and questions

For any eventual information or questions regarding the modalities of submitting applications, please contact the Comparative Evaluations Office of the University of Gastronomic Sciences – Piazza Vittorio Emanuele, 9 – Loc. Pollenzo – 12042 BRA, telephone: 0172/458574, e-mail concorsi.pollenzo@unisg.it.

Art. 4 – Contents of the application for participation in the selection process

Applicants must state the following information in their application for inclusion in the comparative evaluation process, or their application will not be taken into consideration:

- a) last name and first name;
- b) date and place of birth;
- c) citizenship;
- d) Italian citizens must indicate the municipality in whose electoral college they are listed, or the reasons for their failure to be listed or their exclusion from said lists;
- e) their official residence and home address, complete with postal code, to which notifications concerning their application for the selection process should be sent. Any eventual change in the permanent address or home address must be communicated promptly to this University;
- f) their fiscal code;
- g) an affidavit stating that they have never been convicted of a crime and are not involved in any pending prosecutions; if this is not the case, applicants must indicate their convictions, the date of the sentence and the court that issued it, and indicate whether the sentence was subject to amnesty, judicial pardon, remission, omission, etc., even if they have no criminal record. Criminal proceedings must be indicated, whatever their nature;
- h) the research doctorate or equivalent academic title possessed, as well as the date it was awarded and the University awarding it, and the title of the thesis; in the case in which the research doctorate was earned abroad, the applicant must declare that it has been officially recognized, as per art. 74 of DPR 382/80;
or
- i) a 5-year baccalaureate diploma or the equivalent, together with a scientific and professional curriculum demonstrating their qualifications for carrying out research activities, as per art. 29, paragraph 13 of Law n. 240/2010;
- j) proficiency in English;

- k) a statement that they do not presently hold other fellowships or scholarships of any kind (*or* indicate the scholarships/grants/fellowships);
- l) non-Italian citizens must also declare that they enjoy the civil and political rights granted citizens of their country of origin or the reasons for their deprivation of the same, and that they are adequately fluent in Italian.

Differently able applicants, as per art. 3 of Law n. 104 of February 5, 1992, are entitled to request, as part of their application for inclusion in the selection process, the benefits specified in art. 20 of the same Law, attaching a copy of their disability certificate, issued by the medical board with jurisdiction in their area of residence.

Applications for inclusion in the comparative evaluation process must be signed or they will not be taken into consideration.

Art. 5 – Academic titles and professional curriculum attached to the application

Applicants must attach the academic titles and documents indicated below with their applications, submitted in a single envelope:

- a) curriculum specifying the applicant's scientific and/or professional activities, updated to the date in which the application for admission to the selection process is submitted;
- b) documents, or self-certifying affidavit certifying the applicant's possession of a research doctorate or of an equivalent degree;
- c) documents, or self-certified affidavit of the same, attesting to the applicant's possession of eventual other academic titles believed pertinent to the selection process;
- d) publications believed pertinent to the selection process.

For the purposes of the evaluation, applicants must submit the documents testifying to their possession of academic titles in the original, or in copy on plain paper accompanied by a self-declaration as per art. 47 of D.P.R. n. 445 of December 28, 2000, stating that the copy of the document is a true copy of the original.

Instead of the documentation, applicants may submit a signed declaration stating that they are in possession of the academic titles in question, keeping in mind that, as per art. 46 of D.P.R. n. 445 of December 28, 2000, the following items can be self-certified: academic title or professional qualification possessed; exams taken; specialization, qualification, training, updating and technical qualification diplomas (Attachment B).

The above information must be stated in detail, so that the committee can evaluate the academic titles.

In addition, all self-certifying affidavits submitted as per art. 47 of D.P.R. n. 445 of December 28, 2000, must be accompanied by a photocopy of the declarer's ID document.

Publications and, in particular, scientific articles (reprinted), are considered of value for the comparative evaluation, even if presented in simple photocopy, as long as they bear the author's name, title of the work, place of publication and, eventually, the number of the periodical, encyclopedia or text from which they are taken, and are accompanied by a declaration to the effect that the copy of the publication is true to the original.

To self-certify the conformity of the academic titles submitted to the originals or their possession, the applicant may use the form attached to the contest call (Attachment C).

The titles and documents (excepting publications) in languages other than Italian must be accompanied by an Italian translation and a self-certification attesting to its conformity to the foreign text.

Non-Italian citizens who reside in Italy may utilize the self-certification affidavits indicated above only for cases involving the confirmation of status, facts and personal qualities that can be certified or

attested to by Italian private or public bodies, as per art. 3 paragraph 2 of D.P.R. n. 445 of December 28, 2000.

Non-Italian citizens who do not reside in Italy may not utilize self-certification affidavits at all, as per art. 3, paragraph 3 of D.P.R. n. 445 of December 28, 2000.

The academic titles, publications and curriculum presented for evaluation by the applicant must be received within the deadline set for the submission of applications for inclusion in the selection process.

The Administration is not responsible for the loss of material submitted by applicants.

Art. 6 – Examination committee

The Examination Committee is named by Rector's Decree, recorded in the Faculty Register and posted on the University website.

The Examination Committee is composed three members:

- a. the Rector, or his representative, who chairs the committee,
- b. a level I professor from the subject area of the contest, or from the scientific-subject sector for which the comparative evaluation procedure is held,
- c. a level I or II professor or a tenured university researcher, based on their scientific and professional curricula.

Eventual motions by the applicants to exclude one or more members of the Examination Committee, as per arts. 51 and 52 of the Code of Civil Procedure, must be submitted within 10 days of the posting of the Committee's composition on the University's website.

Art. 7 – Modalities of execution of the comparative evaluation procedure

The comparative evaluation process is divided in two phases.

The first is designed to select a shortlist of candidates by examining the academic titles, the curricula and the scientific publications (including the doctoral thesis) according to the parameters and criteria recognized within an international ambit identified with the Ministerial Decree in consultation with the Italian National Agency for the Evaluation of Universities and Research Institutes and the Italian National University Council. The first stage concludes with the admission of the applicants judged most deserving to the next stage. Usually, somewhere between 10 and 20% of the applicants pass to the second stage, and in any case not less than six make the short list. If the total number of applicants is less than or equal to six, they are all admitted to the second stage.

The preliminary evaluation of the applicants is carried out by the Committee in compliance with the parameters and criteria indicated in Ministerial Decree n. 243, of 25.05.2011, and are listed below:

Evaluation of academic titles and curriculum

The Examination Committee carries out a motivated evaluation followed by a comparative evaluation, with reference to the specific contest sector and the eventual profile, defined exclusively through the indication of one or more scientific-subject areas, the curriculum and the following academic titles, suitably documented, held by the applicants:

- a. research doctorate or equivalent, or, for the contest sectors in question, a diploma of medical specialization or the equivalent, earned in Italy or abroad;
- b. eventual teaching activity at the university level, in Italy and/or abroad;
- c. documented training or research activities at a qualified Italian or foreign institute;
- d. realization of projects relating to the contest sectors in which they are expected;

- e. organization, direction and coordination of national and international research teams, and/or participation in the same;
- f. speaker at national and international conferences and seminars;
- g. national and international awards and prizes received for research activities;

Each academic title indicated above is evaluated by judging its significance in terms of the quality and quantity of research activities carried out by each single applicant.

Evaluation of scientific production

In carrying out the preliminary comparative evaluation of the applicants, the Examination Committee takes into consideration only publications or papers that have been accepted for publication, in compliance with the norms in force, as well as contributions in volumes of collected articles and articles in hard copy or digital periodicals, excluding internal memoranda, departmental reports and/or working papers. The doctoral thesis or thesis for equivalent titles is taken into consideration regardless of the abovementioned conditions.

The Examination Committee bases its comparative evaluation of the above indicated publications on the following criteria:

- a. originality, innovativeness, methodological rigor and importance of each scientific publication;
- b. the pertinence of each publication to the contest sector indicated in the tender and/or with the profile indicated at art. 1, or to interdisciplinary topics related to it
- c. scientific importance of the publisher of the publications and its diffusion within the scientific community;
- d. analysis, also on the basis of criteria recognized by the international scientific community of reference, of the individual contribution made by the applicant, in the cases of papers with multiple authors.

The Examination Committee must also evaluate the overall weight of the applicant's scientific production, as well as its intensity and temporal continuity, with the exception of periods, suitably documented, in which the applicant was impeded from conducting research activities, with particular reference to parenthood.

Within the scope of sectors in which their use is standard at an international level, the committees may also use the following indicators, with reference to the application deadline date:

- a) total number of citations;
- b) average number of citations per publication;
- c) total "impact factor";
- d) average "impact factor" per publication;
- e) combinations of the previous parameters, aimed at determining the impact of the candidate's scientific output (Hirsch index or similar).

Public discussion of academic titles and scientific production

The names of those admitted to the discussion included in the second stage and the dates in which the same will be held will be posted on the University website - <http://www.unisg.it/ateneo/procedure-di-valutazione-comparativa/> - with at least 7 days' advance notice. **By law, the posting on the University website is equivalent to an official notification of qualification for the discussion stage. If the applicant does not attend on the scheduled date, his/her absence will be**

considered as a voluntary withdrawal from inclusion in the comparative evaluation process, whatever the reason.

The second stage consists of the public discussion of the academic titles and scientific production with the Committee. The Committee will carry out this discussion in the foreign language whose knowledge is required by the call. At the end of the discussion, the Committee assigns a point value to the academic titles and each of the publications submitted by the candidates admitted to the discussion stage.

Written and oral exams are excluded.

The public discussion of the academic publications and scientific output of the applicants will include a verification of their level of English language.

In the carrying out of the two evaluation stages, the Committee may opt to utilize digital tools with shared access.

The Committee's records are composed of the minutes of each meeting, of which they are an integral part, including:

- individual and group evaluations for each applicant in the first phase;
- point scores for the applicants admitted to the second phase;
- an evaluation of the applicant's knowledge of the foreign language.

When this process has been completed, the Committee indicates eventual applicant(s) suitable for hiring, based on the criteria specified above.

Art. 8 – Conclusion of the Examination Committee procedure

The Examination Committee is called upon to conclude the selection procedure within 90 days of the deadline for the submission of applications.

After the comparative evaluation has been completed, the Examination Committee indicates, by majority vote, the most suitable candidate, based on the criteria specified above, drafting a brief summary report explaining its decision and containing the individual judgments of each member and the group judgments for each applicant.

Having thus fulfilled its mandate, the Examination Committee consigns the records of the selection procedure to the Rector.

Within 30 days of receiving said records, the Rector issues a Decree recognizing the validity of the records. In the case in which the Rector finds irregularities or formal errors, he returns the records to the Examination Committee and sets an irrevocable date for their rectification.

The records of the selection process are posted on the University website and can be accessed freely.

Within 60 days of the Rector's ratification of the records, the Faculty Council formulates a proposal to formally hire the applicant selected, which is put to the Board of Directors, which deliberates on the activation of the contract.

Art. 9 – Stipulation of the individual work contract

Within 30 days of the date of the motion to activate the contract by the Board of Directors, the Researcher selected through the comparative evaluation procedure is invited to sign a temporary work contract with the University of Gastronomic Sciences, for a period of three years, for the carrying out of research, teaching activities and student services. The work contract, which is drawn up in written form, is signed by the Researcher selected and by the Registrar, and must specify:

- a. the contest sector, or the corresponding scientific-subject area in which the Researcher on temporary contract will be active;

- b. the type of contract;
- c. for type a)- a full time work schedule;
- d. the modalities with which the Researcher on temporary contract shall carry out his/her assigned duties;
- e. rights and obligations of Researchers on temporary contracts;
- f. withholding and pension deductions, required by the applicable laws for employee income;
- g. a trial period, during which either party may withdraw from the contract at any time, without advance notice and effective immediately, simply via notification of the other party;
- h. contract termination clauses.

The contract offered is not calculated in assigning tenured positions at the university level.

In accordance with what is expressly set out in attachment A, letter b) of DM 987 of 12/12/2016, the employment contracts entered into with researchers on fixed-term contracts are calculated by the Ministry for Education, Universities and Research with the aim of verifying the teaching requirements, requested from the universities for the annual activation of the educational offer.

Art. 10 – Duration, renewal and amount of the work contract

The contract has an initial duration of three years and can be extended only once, upon expiry, for an additional two years.

The gross annual salary received by the researcher, net of the withholding amounts required by law, is equal to the initial gross annual salary due to the researcher when hired, according to the work schedule.

The amounts due are paid to the beneficiary in relation to the work performed, as per the conditions of the contract.

The contract holder is entitled to severance benefits (TFR).

Art. 11 – Taxes, social security and insurance coverage

The contract in question is subject to the conditions of the norms in force regarding employment contracts. Insofar as Social Security is concerned, the researcher shall be registered with the INPS obligatory social security category. The University of Gastronomic Sciences provides insurance coverage for its researchers against accident and injury and damages to third parties while carrying out their research activities.

Art. 12 – Incompatibilities and the holding of other posts

The contract in question cannot be simultaneously cumulated:

- a. with research contracts described in art. 51 of Law 449/1997;
- b. with teaching contracts subject to the applicable laws in force;
- c. with doctoral and post-doctoral fellowships and in general with any and all scholarships or grants, including those issued by third parties;
- d. with any other employment contract with a public or private body.

The Rector has the right to request that Researchers on temporary contracts perform teaching duties in addition to those expressly specified in the contest call.

Researchers on full-time temporary contracts are permitted to carry out additional assignments on behalf of third parties if so authorized by the Faculty Council.

Art. 13 – Application of the employment contract

Researchers on temporary contracts carry out research activities, teaching activities and student services, as indicated in art. 1 of this contest call.

The activities carried out by Researchers on temporary contracts are subject to verification by the Rector, who reports his evaluations to the Faculty Council. Said verification is carried out yearly and focuses on the adequacy with which the Researchers on temporary contracts carry out their assigned duties as described in the contract. For this purpose, at the end of each contract year, Researchers on temporary contracts must submit a report to the Rector on the activities carried out.

In cases in which the verification reveals inadequate performance of the assigned teaching and/or scientific duties, including the execution of research programs, that preclude the continuation of the contract, the regulations described in art. 14 below shall apply.

Art. 14 – Termination of work contract

The termination of the work contract occurs at the end of the stipulated period or by withdrawal of one of the parties. Pursuant to the regulations in force, the total duration of work contracts stipulated by researchers on temporary contracts, as per art. 22 of Law N. 240 of December 30, 2010, including those with other Universities, public or private or digital, as well as with the bodies specified in art. 22 paragraph 1 of Law N. 240 of December 30, 2010, cannot exceed twelve years, regardless of interruptions; periods passed on maternity or sick leave are not counted in this total, as per the regulations in force. Calculations of the total duration of work contracts include only contracts signed in compliance with Law N. 240 of December 30, 2010.

The parties may withdraw from the contract when there is a cause that, in compliance with art. 2119 of the Italian Civil Code, precludes its continuance, even provisionally. In the case of withdrawal, the parties are obligated to give advance notice of 30 days; in the case that advance notice is not given, the Administration is entitled to withhold the employee's salary for an amount corresponding to the period of advance notice not given. If the Administration fails to give advance notice, the employee is entitled to receive salary payments for the period of advance notice not given.

Art. 15 – Restitution of documents and publications

At the conclusion of the selection process, applicants must, at their own expense, reclaim the publications and documents deposited with the University of Gastronomic Sciences.

The University shall not be in any way responsible for the restitution of the same; applicants must reach an accord with the Comparative Evaluations Office for the restitution of their publications and academic titles, either by collecting the material in person or by assigning a courier or a proxy to reclaim the above indicated documentation.

6 months after the issuance of the Rector's Decree approving the records of the selection process, posted on the University website, if no request for restitution of the documents and publications submitted during the selection process has been received, the University is no longer responsible for keeping and returning the documentation in question.

Art. 16 – Treatment of personal information

Pursuant to Leg. Decree n. 196 of 2003, the personal data furnished by applicants are processed exclusively for the purposes of this call and are stored at the University of Gastronomic Sciences – Comparative Evaluations Office, with the relative records kept on digital supports and in hard copy.

Providing said data is mandatory for the purposes of evaluating requisites for participation in the selection process, and failure to provide them will result in exclusion from the same.

Interested parties are entitled to exercise the rights specified in the abovementioned Legislative Decree, among which is the right to rectify, update, complete or erase inaccurate or incomplete data or data collected in violation of privacy laws.

Art. 17 – Process director

The Director of the process of Comparative Evaluation for this call is the Registrar of the University of Gastronomic Sciences - e-mail concorsi.pollenzo@unisg.it – tel. 0172/458514 – fax 0172/458550.

Art. 18 – Publication of the call

This call is published on the website of the University of Gastronomic Sciences - <https://www.unisg.it/ricerca-accademica/procedure-di-valutazione-comparativa/> and on the website of the Ministry for Education, Universities and Research – <http://bandi.miur.it/>. The announcement of the call is published in the Official Gazette – Contest section.

Pollenzo, 17 novembre 2017

The Rector
Prof. Andrea Pieroni