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<https://www.unisg.it/ricerca/ethnobotany-of-divided-generations-in-the-context-of-centralization-dige/>

Rector's Decree n. 308/2021 – 27/05/2021

Announcement for selection for the conferment of one coordinated and continuous collaboration contract aimed at research within the research project “DiGe - Ethnobotany of divided generations in the context of centralization”

THE RECTOR

In light of and in compliance with the following:

- 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 amended by Rector's Decree n. 33/07 of 18/04/2007, published in Official Gazette n. 104 of 7/05/2007;
- Given the resolution of the Faculty Council of 28/04/2021, with which it was proposed to initiate the procedures for the selection of a human resource to be used on the research activities of the project "DiGe - Ethnobotany of divided generations in the context of centralization ";
- Given the resolution of the Executive Committee of 26/05/2021, with which it was decided to initiate the selection procedures for a human resource to be used on the research activities of the project “DiGe - Ethnobotany of divided generations in the context of centralization”;
- Given the absence of applications for the selection announced by DR 302/2021;

HEREBY DECREES

A selection is announced at the University of Gastronomic Sciences, for the conferment of

- **One coordinated and continuous collaboration contract aimed at research within the research project “DiGe - Ethnobotany of divided generations in the context of centralization”;**

Art. 1 –Research and support activities

- Review of geographical studies related to the enhancement of food heritage in the areas of investigation of the project.



- Support in the analysis of project data.
- Systematization of the research data and the materials concerning the Atlases of the Ark of Taste in a special database.
- Design and development of scientific dissemination products.
- Coordination of the editing and publication activities of the volumes of the Atlases of the Ark of Taste.
- Administrative and scientific support in the dissemination activities promoted by the University's researchers.

➤ **Characteristics of the Candidate**

• **Qualifications**

- a) Graduate Degree. The educational qualifications obtained abroad by the applicant will be examined by the Commission, which may consider them equivalent for admission purposes, without prejudice to the current legislation in force on this topic.
- b) A scientific-professional curriculum adequate to the carrying out of research activities, required by the call.

- **Languages:** Knowledge of English is required.

➤ **Contract Duration**

1/07/2021 – 31/12/2021.

• **Scientific Head**

Professor. Andrea Pieroni

Art. 2 – Application

Applications to participate in the comparative evaluation stage must:

- be drawn up according to the form in Attachment A of this Decree and signed; the forms will be available at the offices of the University of Gastronomic Sciences and can also be downloaded from this page: <https://www.unisg.it/ricerca/ethnobotany-of-divided-generations-in-the-context-of-centralization-dige/>;
- be sent by registered letter with return receipt or delivered in person to the Rector of the University of Gastronomic Sciences, *Ufficio Valutazioni Comparative* - Piazza Vittorio Emanuele, 9 – Loc. Pollenzo – 12042 BRA (CN).
Applications sent via PEC (certified e-mail) to the following University address: rettore@pec.unisg.it, by the deadline indicated in this article will also be accepted. The application must be sent from another PEC e-mail account; applications sent from a non-certified e-mail address will not be taken into consideration. Applications sent via PEC must contain the relative attachments and a copy of a valid ID document, in pdf format;
- contain clear and precise indications of which research grant the application refers to;



- contain the address of the domicile the candidate chooses for the comparative evaluation notification. Any eventual variation in the address must be promptly communicated to the office that receives the application for participation in the selection process. The administration is not responsible for failures to receive notification due to an inexact indication of a domicile on the part of the applicant or the tardy indication of the same, nor for any eventual postal or electronic errors not ascribable to the administration, nor for the failure to receive notification of receipt of the application, the documents and the communications concerning the comparative evaluation.
- The application for admission must be accompanied by a copy of a valid identity document of the signatory. Any applications without valid documentation will be subjected to exclusion.

Differently able candidates, as defined by Law n.104 of 5 February 1992, must make an explicit reference to their disability, regarding any necessary assistance and eventual additional time needed to satisfy the requisites, in compliance with the provisions of the above-cited law.

Time limits and modalities of submitting the application

The application form must be submitted, in accordance with the methods described above, to the address indicated in this article, before **7/06/2021**.

The application for admission delivered by hand or sent through a registered letter with return receipt or by a courier service to the Ufficio Valutazioni Comparative must be received by 6 pm on the day of deadline as indicated in the announcement notice.

The application for admission sent via certified e-mail is considered to have been submitted in good time only and exclusively if it is received within the described deadline date.

On the application folder, applicants must indicate clearly and precisely, in addition to their ID data, the comparative evaluation process they are applying to participate in (Announcement reg. numbers and the scientific sector of reference).

Applications, academic titles, documents and publications that arrive after the deadline for the submission of applications for the selection process shall 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 attachment modalities for documents enclosed with the application are described in Attachment A, which is an integral part of this Decree.

Foreign Candidates

Foreign candidates must submit an application written in Italian or English, according to the modalities and terms indicated in this article.

For the presentation of qualifications, documents and publications, candidates must comply with the same requirements indicated in this article.



Citizens of non-EU countries shall observe the same rules indicated in this article for the submission of academic qualifications, 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 additional details

Eventual requests for additional information or explanations concerning the modalities for submitting an application should be addressed to: Università degli Studi di Scienze Gastronomiche – Ufficio Valutazioni Comparative – Piazza Vittorio Emanuele, 9 – Loc. Pollenzo – 12042 Bra, telephone: 0172/458514/534, e-mail concorsi.pollenzo@unisg.it.

Art. 3 – Contents of the application for admission to the selection process

In order to be admitted to the selection process candidates must include the following information in their application, under their own responsibility, or be excluded from consideration:

- a. Name and Surname;
- b. Date and Place of birth;
- c. Citizenship;
- d. the residence, as well as the domicile or address, complete with the postal code, to which the communications relating to the present selection procedure are to be sent. Any change of residence or address indicated in the admission application must be promptly communicated to this University;
- e. fiscal code;
- f. the degree title as required by art. 1 of this announcement;
- g. knowledge of the English language;
- h. that the applicant does not hold fellowships or grants of any kind (*or* indicate the scholarships/fellowships held);
- a) the non-Italian citizens must also declare that they enjoy civil and political rights in the country of origin or the reasons for non-enjoyment and that they have adequate knowledge of the Italian language and any other language.

Differently able candidates, as per art. 3 of Law n. 104 of 5 February 1992, may request, as part of their application for participation in the selection process, the benefits specified in art. 20 of the same Law, attaching a copy of their certificate of disability, issued by the competent medical authorities.

The application for participation in the selection process must be signed or it will not be taken into consideration.



Art. 4 – Academic titles and professional curriculum

When applying for the admission to the selection procedure, the candidate must enclose the following listed documents in a single package:

- a) curriculum vitae of the scientific and /or professional activities of the applicant;
- b) documents or substitutive declaration of certification, attesting the possession of the doctorate title or equivalent qualification;
- c) documents or substitutive declaration of certification, attesting the possession of any other qualification which might deem useful for the selection;
- d) publications that are considered useful for the purpose of the selection procedure.

For the purpose of assessment, the candidate must present attested documents that certifies his possession of the original certificates of his qualifications, or its simple copies accompanied by his own declaration according to the article 47 of D.P.R. 28 December 2000 n. 445, as its object is to declare his knowledge that the submitted copy of the document conforms to the originals.

In lieu of the documentation, the candidate may produce a signed declaration of his possession of the said certificates, taking into account that, pursuant to the article 46 of D.P.R. 28 December 2000 n. 445, the following certificates of qualification can be self-attested by the candidate: educational qualification or professional qualification; exams taken; degree of specialization, title qualification, training, refresher and technical qualification (Annex B).

The above must be stated analytically so that the commission can evaluate the qualifications.

Pursuant to the article 47 of DPR n. 445/2000 it is specified that all the substitutive declarations made must be accompanied by a photocopy of an identity document of the petitioner.

The publications and, in particular, the scientific articles (press extracts), are considered valid for the purposes of the evaluation, even though they are presented in a simple photocopy, provided that they contain the indications relative to the author, title of the work, place of publication and, eventually, the issue of the journal, the encyclopedia, from which they are derived and are accompanied by a declaration concerning the fact that the copy of the publication conforms to the original.

In order to self-declare conformity to the original of the certificates presented or their possession the candidate may use the facsimile attached to the announcement (Annex C).

Titles and documents (with the exception of publications) written in a foreign language must be presented with a translation in Italian together with a substitutive declaration of the deed of notoriety attesting that the translation is in conformity with the foreign text.

The provisions concerning substitutive declarations apply to Italian and European Union citizens residing in Italy or in one of the European Union countries.

Citizens of non-EU countries, legally residing in Italy, may use substitutive declarations, listed in articles 46 and 47 of Presidential Decree no. 445/2000, limited to states, personal qualities and facts certifiable or attestable by Italian public entities. Apart from these cases, citizens of States outside the European Union, who are authorized to reside in the territory of the State, may use the substitutive declarations mentioned in the Articles 46 and 47 in cases where the submission of these declarations takes place by virtue of international conventions between Italy and the country of origin of the declarant (Article 3 of Presidential Decree n.445 / 2000).



The qualifications, publications and curriculum of which the candidate requires evaluation must be submitted within the deadline established for the submission of the application for admission to the selection.

The Administrative Offices assume no responsibility in case of dispersal of the material sent by the candidate.

Art. 5 – Exam Committee

The Rector appoints the Exam committee composed of three members, of which at least two are chosen from among the university professors and researchers of the University or other universities, Italian or foreign. A member of the Commission can be chosen from among experts in the topics covered by the research, for which the announcement is made.

The Exam committee carries out the comparative evaluation of the candidates on the basis of the qualifications presented by them and an interview aimed at determining the candidate's aptitude for the research referred to in the project.

The Committee pre-determines the general criteria for the evaluation of qualifications and the interview in the first session prior to the examination of the applications and publishes them on the website. Pursuant to art. 51 and 52 of the Code of Civil Procedure, any requests made by the candidate for recusal of one or more members of the Exam Committee, must be submitted within 10 days of the publication of the Rector's Decree on the University website, that appoints the committee.

Art. 6 – Evaluation of the documents presented by the candidate

The Commission through a collective judgement, will evaluate documents presented by the candidates on the basis of the criteria determined in the first preliminary session as mentioned in the previous article.

The results of the abovementioned evaluation and the list of candidates shortlisted for the interview will be announced by publication on the <https://www.unisg.it/ricerca/ethnobotany-of-divided-generations-in-the-context-of-centralization-dige/>.

Art. 7 - Interview

The interview consists of a discussion of the titles, with in-depth discussion of topics related to the sector and the specific research project indicated in art. 2, as well as a confirmation of proficiency of English and Italian languages.

The short list of candidates admitted to the interview process and indications regarding the location and times of the same will be made public by posting at the following web address: <https://www.unisg.it/ricerca/ethnobotany-of-divided-generations-in-the-context-of-centralization-dige/> - 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.**



Regarding the foreign candidates residing outside the Italian territory, and for those residing more than 200 km away from the venue of the selection, the interview can be conducted through video call, with prior consent from the Selection Committee verifying the technical feasibility.

The Commission, considering the current epidemiological emergency from COVID-19, may decide, in order to ensure the health safety of its members and candidates, that the interview will be held online by remote mode, giving notice to candidates when indicating the location and time of the interview itself, as indicated above.

Eventual exclusions of candidates from the interview due to insufficient academic titles held is adequately motivated by the Exam Committee in the selection process reports.

Candidates must present a valid ID document at their interview.

The interview will be held in English.

Art. 8 – Merit rankings

At the end of the section reserved for interviews, the Exam Committee compiles a merit ranking of the candidates considered suitable for the performance of the specific research activities in question, with an indication of the score and final collective judgement for each candidate.

The merit ranking compiled by the Committee is approved by the Rector together with the issuance of the Rector's Decree approving the protocols.

The contract referred to in this selection procedure is conferred to the candidate who has obtained the first place, resulting from the merit ranking.

If the first candidate in the ranking refuses the research grant, the Faculty Council has the opportunity to propose its attribution to the next candidates in priority to their ranking. In order to guarantee appropriate advertising of the aforementioned ranking, the same will be published on the website <https://www.unisg.it/ricerca/ethnobotany-of-divided-generations-in-the-context-of-centralization-dige/>

Art. 9 - Conclusion of the work of the exam committee

The Exam Committee is required to complete its work within 30 days of the deadline for submitting applications.

Once the work has been completed, the Committee submits the relative documents to the Rector.

The Rector, within 7 days of submission, verifies the regularity of the documents using his own decree. In the event that he finds any irregularities or formal defects, he sends the documents back to the Exam committee, assigning, at the same time, a peremptory deadline for regularization.

Art. 10 – Contract stipulation

Within 10 days from the date of approval of the documents, the candidate found suitable for the selection procedure is invited to stipulate a 15-month contract with the University of Gastronomic Sciences for carrying out the research activities referred to in this announcement. The contract, drawn up in writing, is signed by the winner and the Administrative Director must indicate:

- a. the research project for which the research contract was announced.



- b. the research activity requested from the collaborator.
- c. the methods of carrying out the activities entrusted.
- d. Rights and obligations.
- e. the remuneration and social security rights.
- f. the termination clauses.

This contract does not provide any rights regarding access to university roles

Art. 11 – Duration e contract amount

The gross remuneration is equal to 12.500 euros against a cost for the University, for the entire duration of the contract, of 15.400 euros.

The contract will run for 6 months, from 01/07/2021 to 31/12/2021.

The payment of the remuneration to the beneficiary will take place monthly.

Art. 12 - Rights and obligations of the contract holder

The contracted party is obliged to carry out the activities covered by the contract in the manner prescribed by the scientific head. To this end, he/she has the right to make use of the University facilities and equipment (for example, library, laboratories, etc.).

Art. 13 - Industrial and intellectual property rights

All industrial and intellectual property rights deriving from the activities in which the contracted party may participate in various capacities, will be the exclusive property of the University of Gastronomic Sciences.

Art. 14 – Incompatibility and carrying out additional engagements

Compatibility with any employment relationships with other public or private entities will be assessed by the scientific head. The candidate is therefore required to declare the existence of any employment relationships indicating the nature of the same and the time occupied. This requirement also applies in the event that the employment relationship occurs after the assignment of the contract. The measures of exclusion for incompatibility establishment are the responsibility of the Rector.

Art. 15 - Taxes, social security and insurance coverage

The COCOCO (Coordinated and Continuous Collaboration) contracts aimed at research are to be considered taxable income for IRPEF purposes.

The University of Gastronomic Sciences provides insurance coverage against accidents and third-party damages in favor of COCOCO holders for the fulfilment of their research activities.

Art. 16 –Modalities of carrying out the employment relationship

The contracted party carries out the research activity in accordance with the provisions of art. 1 of this announcement.

The activities carried out by the contracted party are subject to verification by the scientific head who submits an activity report to the Rector at the end of the period stipulated the contract.



Art. 17 – Resolution of the contract

Collaboration terminates automatically:

- upon expiry of the term stipulated in the contract.
- in case of non-fulfillment, pursuant to the provisions of articles 1453 and following of the Civil Code, by the contracted subject, reported and justified by the scientific head to the Faculty Council.
- in case of withdrawal by one of the parties. In compliance with art. 2119 of the Italian Civil Code, the parties may withdraw from the contract when there is a cause that 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 contractor is entitled to receive salary payments for the period of advance notice not given.

The cancellation of the selection procedure and the supervening impossibility of continuing the collaboration in the research activity are further causes for the termination of the collaboration agreement.

Art. 18 – Restitution of the documentation

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 qualifications, 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. 19 – Processing of personal data

Pursuant to GDPR, the personal data furnished by applicants are processed exclusively for the purposes of managing this announcement and are stored and processed at the University of Gastronomic Sciences – Comparative Evaluations Office, with the relative records kept on digital format 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.



University of Gastronomic Sciences
Università degli Studi
di Scienze Gastronomiche

Art. 20 – Process Director

The Director of the process of Comparative Evaluation for this announcement is the Administrative Director of the University of Gastronomic Sciences - e-mail concorsi.pollenzo@unisg.it – tel. 0172/458514 – 0172/458534 – fax 0172/458550.

Art. 21 – Publication of the announcement

This announcement is published on the website of the University of Gastronomic Sciences – <https://www.unisg.it/ricerca/ethnobotany-of-divided-generations-in-the-context-of-centralization-dige/>.

Art. 22 – Norms of reference

For matters not covered by this announcement, the current legislation on public competitions applies, as much as it is compatible.

Pollenzo, 27/05/2021

The Rector
Professor. Andrea Pieroni