

**CHANCELLOR'S DECREE**

*Data that can be deduced from the registration in the protocol:  
Repertoire Number, Protocol Number, Title,  
Class File Attachments and References*

**Object: Public selection procedure pursuant to Article 22 of Law 240 of 30 December 2010 for the award of one research contract within the framework of the project "The Crisis of Late-medieval Animal Welfare and Society. Genetic Selection, Epizootics, Extinctions, and the Complexification of the Animal Society through Interdisciplinary Investigation Protocols (Northern Italy, 12th–15th Century) - CLAWS" (Code: RAO\_R\_25\_RN\_MIUR\_AL\_01 – CUP: F53C25001010001 – MUR FIS 3 – Funded by MUR-FIS Research resources – FIS 3 call), to be held at the Department of Letters, Philosophy, and Communication of the University of Bergamo – PICA Code: 26CR004.**

*DISCLAIMER: The English version is a translation of the original in Italian for information purposes only.  
In case of discrepancy, the Italian original will prevail*

**THE CHANCELLOR****SEEN:**

- Law no. 241 of 7 August 1990, as amended, "New rules on administrative procedure";
- Decree of the President of the Council of Ministers (D.P.C.M.) no. 174 of 7 February 1994, "Regulation laying down rules on access to employment in public administrations for citizens of European Union Member States";
- Decree of the President of the Republic (D.P.R.) no. 445 of 28 December 2000, as amended, "Consolidated text of legislative and regulatory provisions concerning administrative documentation";
- Legislative Decree no. 165 of 30 March 2001, "General rules on the organization of employment in public administrations";
- Legislative Decree no. 198 of 11 April 2006, laying down rules on equal opportunities between men and women;
- Law no. 240 of 30 December 2010, "Rules concerning the organization of universities, academic staff and recruitment, as well as delegation to the Government to incentivize the quality and efficiency of the university system", particularly Art. 22, as amended by Article 14, paragraph 6-septies of Decree-Law no. 36 of 2022, converted into law by Law no. 79 of 2022;
- Law no. 215 of 23 November 2012, containing provisions on equal opportunities in the composition of selection committees in public administrations;
- EU Regulation 2016/679 and Legislative Decree no. 196 of 30 June 2003, as amended, "Personal Data Protection Code";
- Ministerial Decree no. 639 of 2 May 2024—"Decree determining the scientific-disciplinary groups and their respective definitions, as well as the rationalization and updating of scientific-disciplinary sectors and their alignment with the scientific-disciplinary groups, pursuant to Article 15 of Law no. 240 of 30 December 2010"—by which the Ministry of University and Research established the rules of correspondence between the new scientific-disciplinary groups and the macro-sectors and competition sectors referred to in Ministerial Decree no. 855 of 30 October 2015;

**HAVING REGARD TO**

- the current Statute of the University of Bergamo;



- the current Regulation governing the awarding of research contracts, post-doc positions, and research assignments pursuant to Articles 22, 22-bis, and 22-ter of Law no. 240 of 30 December 2010;
- the University Regulation on research integrity and ethics, issued via Rectoral Decree (D.R.) Rep. no. 387/2016 (Prot. no. 80496/1/3) of 18 July 2016 and amended by D.R. Rep. no. 431/2016 (Prot. no. 95147/1/3) of 30 August 2016;
- the University Code of Ethics, issued via Rectoral Decree (D.R.) Prot. no. 14405/1/3 of 19 July 2011 and amended by D.R. Rep. no. 262/2018 of 12 April 2018;
- the Regulation for the protection and valorisation of industrial property, issued via Rectoral Decree (D.R.) Rep. no. 361/2026 of 11 June 2026.

HAVING NOTED

- that, by means of Directorial Decree no. 18169 of 17 November 2025, the ranking list of projects approved for funding under the FIS 3 Call for Proposals for the SH macro-sector was approved; this list includes the project titled "The Crisis of Late-medieval Animal Welfare and Society. Genetic Selection, Epizootics, Extinctions, and the Complexification of the Animal Society through Interdisciplinary Investigation Protocols (Northern Italy, 12th–15th Century) – CLAWS," submitted by Prof. Riccardo Rao;
- the minutes of the Department Council meeting no. 1/2026 of 20 January 2026, approving the implementation arrangements for the project "The Crisis of Late-medieval Animal Welfare and Society. Genetic Selection, Epizootics, Extinctions, and the Complexification of the Animal Society through Interdisciplinary Investigation Protocols (Northern Italy, 12th–15th Century) – CLAWS" – led by Prof. Riccardo Rao (MUR FIS 3 – code: RAO\_R\_25\_RN\_MIUR\_AL\_01 – CUP: F53C25001010001);

HAVING REGARD TO the resolution of the Council of the Department of Letters, Philosophy, and Communication dated 26 May 2026;

HAVING VERIFIED the availability of funds as set out in Annex A.

## DECREES

### Article 1

#### Announcement of the selection procedure

The public selection procedure for n. 1 position of research contractors, pursuant to art. 22 of the Law 240/2010 and the current University Regulations on the subject, is launched as specified in Annex A.

### Article 2

#### Requirements for admission to the selection

The selection process is open to Italian and foreign candidates holding a PhD or equivalent qualification obtained abroad, or, for the relevant fields, a medical specialization qualification.

Candidates who, as of the application deadline, are enrolled in the final year of a PhD or medical specialization program, provided that they are expected to graduate within six months of the date of publication of the call for applications on the University's official noticeboard, are also eligible to participate.

For qualifications obtained abroad, the candidate can request from the University of Bergamo the equalization of the educational path and the release of the final parchment through the instructions published at the following link:

<https://www.unibg.it/ricerca/lavoro-ricerca/dottorati-ricerca/iscriversi-dottorato>

The University of Bergamo can proceed with the recognition of doctoral qualifications if there is relevance to those active at the University; for other doctoral qualifications offered by Italian universities, consult the list at the following link:

<https://cercauniversita.mur.gov.it/php5/dottorati/cerca.php>

For qualifications obtained abroad, the candidate is required:

- in the case of qualifications **already recognized as valid in Italy**, to attach to the application for participation, **under penalty of exclusion**, the equivalence/equivalence measure issued by the competent authorities.
- in the case of **qualifications not yet recognized**, to attach to the application, **under penalty of**



**exclusion**, one of the following documents:

- copy of the receipt of delivery of the request for recognition at an Italian university of the qualification obtained abroad;
- copy of the request for the "Certificate of Comparability" issued by CIMEA (Centro Informazioni Mobilità Equivalenze Accademiche).

**The candidate, in possession of a foreign qualification not yet recognised, is admitted to the selection with reservations.**

The Administration may, at any time, issue a reasoned decision to exclude a candidate due to a lack of the required qualifications, failure to obtain the qualification, or failure to complete the non-academic recognition procedure for the foreign qualification.

Also required:

- **enjoyment of civil and political rights;**
- **absence of criminal convictions or ongoing criminal proceedings which could prevent, pursuant to current legislation, the establishment of the collaboration relationship.**

The candidate, with the following situations, cannot participate in the selections:

- permanent staff, hired on a permanent basis, of universities, public research bodies and institutions whose scientific specialization diploma has been recognized as equivalent to the title of research doctor pursuant to article 74, fourth paragraph, of the decree of the President of the Republic of 11 July 1980, n. 382;
- those who have benefited from fixed-term researcher contracts pursuant to article 24 of Law 240 of 2010, as amended by the Legislative Decree. 36/2022 converted with Law 79/2022;
- those who have a family or affinity relationship up to and including the 4th degree with a professor belonging to the Department who proposed the activation of the contract, or with the Chancellor, the General Director or a member of the Board.

Exclusion from the selection procedure is arranged, at any time, with a reasoned decree of the Rector or his delegate and notified to the interested party.

The requirements for admission to the selection must be met on the deadline for submitting applications. This Administration guarantees equality and equal opportunities between men and women for access to work and treatment at work.

### **Article 3 Exclusion from the procedure**

The following reasons are grounds for exclusion:

- failure to sign the participation application;
- failure to meet the admission requirements set out in the art. 2;
- failure to comply with the procedures for submitting the application for participation referred to in the following art. 4.
- failure to submit the project proposal.

In the event that a supplementary investigation is necessary, candidates must regularize their application within the peremptorily assigned deadlines.

### **Article 4 Methods and deadlines for submitting the application for participation**

Applications for admission to the selection process, as well as any qualifications, documents, and publications deemed relevant to the competition, must be submitted **electronically, under penalty of exclusion**, using the dedicated IT application on the following page:

<https://pica.cineca.it/unibg/>

Candidates may register for and access the platform using the Public Digital Identity System (SPID – security level 2) or CIE or credentials issued directly by the PICA platform.

A maximum number of publications may be attached, as specified in Annex A.

The system allows applications to be saved as drafts prior to the submission deadline. The date of electronic submission of the expression of interest is certified by the IT system via a receipt automatically sent by email. Once the submission deadline has passed, the system will no longer allow access to or submission of the electronic form.



Each application will be assigned an identification number which, together with the competition code indicated in the application system, must be cited in all subsequent communications.

The application process—including electronic submission—**must be completed no later than 12:00 PM (Italian time) on the thirtieth day following the publication of the call** for applications on the University website. Should this deadline fall on a public holiday, it shall be postponed to 12:00 PM (Italian time) on the next working day.

The submission of the application must be finalized and completed in accordance with the following procedures:

- **by handwritten signature:** to sign the document, it is necessary to download the system-generated PDF file to your computer, print it, affix a handwritten signature to the last page, scan the entire document as a PDF, and upload the resulting file to the system, while also attaching a valid identity document;
- **by digital signature:** the document may be digitally signed using a signing device (smart card, USB token, or other recognized qualified signature solution) and subsequently uploaded to the system;
- **using a remote digital signature/CNS:** to digitally sign the document, it is necessary to download the application in PDF format, apply the remote digital signature—generating a file with the .p7m extension (or another format specified by the certification authority)—and upload the signed file to the system;
- **via SPID or CIE:** where the procedure allows for this, no further signature on the application is required, as the digital identification performed during the login process is considered valid for the submission of the request.

**The application must contain all data required by the online procedure and must be signed in accordance with the methods indicated above; failure to do so will result in exclusion.**

For technical issues, please contact support via the link at the bottom of the page: <https://pica.cineca.it/unibg>.

#### **Article 5 Application for admission**

Completing the application, the candidate must declare, under his own responsibility in accordance with the provisions of the Presidential Decree. 445/2000 and subsequent amendments name and surname, date and place of birth, tax code and residence; the address chosen for the purposes of the procedure must also be indicated, as well as a phone number, e-mail address and PEC.

The candidate must also declare:

- a) their citizenship;
- b) possession of the qualification listed in Appendix A, indicating the CUN Area of the doctorate, the date it was obtained, the institution that awarded it, and the final grade/evaluation achieved; candidates with qualification(s) obtained abroad must declare that they have obtained recognition by indicating the details of the provision in the application or attach the request for recognition;
- c) proficiency in the foreign language required by this announcement, listed in Appendix A;
- d) enjoyment of civil and political rights;
- e) if an Italian citizen: to be registered on the electoral rolls, specifying the municipality and, if applicable, indicating the reasons for non-registration or cancellation; if a foreign citizen, to enjoy civil and political rights in the countries of citizenship or origin, or the reasons for their non-enjoyment;
- f) to not be excluded from the electorate;
- g) to have/not have an employment relationship with a public or private entity;
- h) to have not been dismissed from public administration employment for persistent poor performance and to have not been dismissed from public employment, pursuant to Article 127, letter d) of Presidential Decree No. 3 of January 10, 1957;
- i) that they have no criminal convictions or any convictions they have received, indicating the details of the relevant sentences and any pending criminal proceedings against them;
- j) their status with respect to military service, for Italian male citizens born before 1985 only.

In the application to participate in the selection, the candidate must also specifically indicate:



- a) not to be permanent staff, employed on a permanent basis, of universities, public research bodies and institutions whose scientific specialization diploma has been recognized as equivalent to the title of research doctor pursuant to article 74, fourth paragraph, of the decree of the President of the Republic of 11 July 1980, n. 382;
- b) not to have benefited from fixed-term researcher contracts pursuant to article 24 of Law 240 of 2010, as amended by Legislative Decree 36/2022 converted with Law 79/2022;
- c) not to have a degree of kinship, or affinity, up to and including the fourth degree, with a professor belonging to the relevant structure or with the Rector, with the General Director or with a member of the Board of Directors of the University.

Candidates who intend to participate in the procedure for multiple competition sectors must submit separate applications with attachments for each selection code, in which they intend to participate.

The Commission reserves the right to verify knowledge of the Italian language for foreign candidates. In this case, knowledge of the Italian language will be assessed under penalty of unsuitability and will not contribute to the final score, unless otherwise established by the Commission.

In the application, the candidates, pursuant to Law 5.2.1992, n. 104, must specify the necessary assistance in relation to their needs, as well as the possible need for additional time to carry out the interview.

The following documents must be attached to the application:

1. copy of a valid identification document of the declarant, in case of handwritten signature;
2. scientific-professional CV in Europass format, dated and signed;
3. maximum n. 5 publications and maximum n. 10 attaches that the candidate intends to assert for the purposes of the procedure
4. maximum number of publications and maximum 10 attachments that the candidate intends to use for the purposes of the procedure, numbered in progressive order as per the relevant list (Annex B);
5. in the case of Extra-EU candidates: copy of the residence permit (if the candidate already has one).

Pursuant to Law no. 183/2011, the Administration cannot accept or request certificates, but only declarations in lieu of certification or notoriety produced in replacement of the certificates themselves, signed by the interested party and presented together with a copy of a valid identity document of the signatory. The Administration reserves the right to carry out appropriate checks on the truthfulness of the content of the substitute declarations in accordance with the provisions of the Presidential Decree. 445/2000.

The requirements and qualifications must be possessed on the expiry date of the announcement.

## **Article 6 Commission**

The examining committee is appointed by Chancellor's decree, upon proposal from the Department Council, upon expiration of the application deadline, according to the procedures set forth in the University Regulations.

The committee is authorized to conduct the procedure electronically, with the understanding that this method may be used until the completion of its work, ensuring the security and traceability of communications.

## **Article 7 Selection**

The selection is carried out through the comparative evaluation of the candidates and is aimed at evaluating the adherence of the project proposals with the research program object of the same, as well as the possession, by the candidates, of a scientific-professional curriculum suitable for carrying out the research activity covered by the contract.

The assessment will be integrated with an interview useful to ascertain the candidates' aptitude for research.

Candidates must attach the documentation useful for the evaluation, in the manner indicated in the call. Candidates are evaluated comparatively based on the following elements:

- a) scientific-professional curriculum:



- relevance of the PhD to the research project,
  - carrying out a documented research activity,
  - publications;
- b) project evaluation:
- clarity and originality of the project objectives
  - relevance of the proposed project with respect to the specific scientific area and research program being selected;
  - congruence of the methodology adopted with respect to the objectives
  - positioning of the project with respect to the state of the art in the specific scientific area
- c) interview which will be aimed at ascertaining suitability for carrying out the research activity covered by the contract and for carrying out the project proposal presented, as well as assessing knowledge of the foreign language and/or other languages relevant to the research

The rating is expressed in cents, as indicated below:

- 45 for the scientific-professional curriculum
- 25 for project evaluation
- 30 for the interview

The selection is considered passed with a minimum score of 70 points out of 100 overall.

Within the scope of its autonomy, the Commission may integrate the declaration referred to in the previous paragraph in relation to the research project and the provisions of the specific notice, setting a minimum score for admission to the interview.

The Commission communicates the criteria and scores adopted to the person in charge of the procedure, who proceeds with their publication on the University website.

The Commission, after adequate evaluation and on the basis of the established criteria, proceeds collegially to express, for each individual evaluation criterion, a reasoned opinion and to assign the relevant score.

The scores attributed to the criteria above mentioned must be made known to the candidates, by publication on the University website, before the interview, which must take place no earlier than 5 days from the publication itself.

Failure to attend the interview will be considered a waiver of the competition for all purposes.

It is the responsibility of each candidate to monitor the website periodically by consulting the notices page for this selection.

To attend the interview, candidates must bring a valid identification document.

Once the evaluation has been completed, the Commission collectively expresses a reasoned overall opinion and related score for each candidate.

The Commission draws up a merit ranking taking into account the scores achieved by the candidates and identifies the winner of the selection.

For each meeting of the Commission, a specific report must be drawn up, initialled and signed by all members, with the relevant attachments.

The documents of the Commission, consisting of the minutes of the meetings, are approved by Chancellor's decree.

## Article 8

### Object and duration of the contract

The winner will sign a fixed-term individual employment contract, to be signed digitally, and will have to submit all the necessary documentation in accordance with current legislation. For the purposes of signing the contract, in the case of a non-EU foreign citizen, possession of a regular residence permit will be ascertained.

If the successful candidate holds a foreign qualification whose equivalence has not yet been determined, it is possible to sign a research contract which will be automatically terminated in the event of non-recognition of the qualification within 120 days of the start of the contract itself.

The employment relationship, between the University and the holder of the research contract, is governed by the provisions in force on the matter, including with regard to tax, welfare, social security and insurance treatment provided for income from employment.

The University also provides insurance coverage against accidents at work and occupational diseases and civil liability.



The research contract may be renewed for a period of 24 months and/or extended up to a further 12 months, based on the specific needs relating to the objectives and type of project.

The holder of the research contract is subject to a probationary period lasting 30 days and the evaluation of whether the period has been passed is the responsibility of the Scientific Manager through a written act. For the purposes of completing the probationary period, only the service actually provided is taken into account.

During the probationary period, either party may withdraw from the contract without the obligation to give notice or to receive compensation in lieu of notice.

Each of the contracting parties may withdraw from the contract before the expiry of the term, if a cause occurs which, pursuant to art. 2119 of the Civil Code, does not allow the continuation, even provisional, of the relationship, or due to supervening impossibility.

Following the conclusion of the probationary period, in the event of termination of the contract, the research contract holder or the assignment holder is required to provide 30 days' written notice to the Rector. Failure to provide notice will result in the Administration retaining an amount equal to the period of notice.

### **Article 9 Work relationship**

The research contract holder, who may only carry out research activities, organizes the work performance in agreement with the scientific manager of the project in which he/she is involved, committing to achieve the established objectives and to produce the expected results in compliance with the project timetable.

The performance of the research activity must be self-certified every six months and validated by the scientific manager of the project in which the contractor is involved, unless otherwise provided for in the specific funding initiatives.

The research contract holder, for periods spent away from home authorized by the director of the facility with the prior consent of the scientific manager of the project, is recognized the travel allowance provided by the University with its own regulations.

The Research Structure is required to provide the research contract holder with the necessary support for the implementation of his/her research program, ensuring access to the necessary equipment, resources and use of technical-administrative services.

The contract holder is required to comply with the provisions of the current University Regulations for the integrity and ethics of research.

The winner of the selection must undertake, upon signing the individual contract, under penalty of forfeiture, to maintain confidentiality and to the preventive transfer to the University of all intellectual property rights relating to the results produced and/or achieved by the same during all research activities of the University in which the research contract holder is called to participate in any capacity and without prejudice to the right to be recognized as the author of the results achieved and/or produced by the same.

The University recognizes the holder of the research contract the application of the same economic conditions that the University Patent Regulations grant to its professors/researchers.

The holder of research contracts may participate in activities performed on behalf of third parties pursuant to art. 66 of Presidential Decree 382/80, in the context of topics similar to his/her project, and in the distribution of the related proceeds, as provided for by the current University Regulations on the matter.

### **Article 10 Processing of personal data**

By registering on the PICA platform, the interested party expresses their free and informed consent, authorizing the processing of their personal data, which will be conducted in compliance with EU Regulation No. 2016/679 ("GDPR"), as well as Legislative Decree No. 196/2003 and subsequent amendments. All data provided as part of this procedure will be processed by the Administration solely for institutional purposes instrumentally related to the possible stipulation and management of the subsequent employment contract. The information, pursuant to Art. 13 of GDPR 2016/679, on the processing of personal data is published on the University website, at <https://www.unibg.it/privacy-e-protezione-dei-dati-personali>.



### Article 11

#### Reports of violations that harm the public interest or the integrity of the University

In application of the provisions of Legislative Decree 24/2023, those who participate in the selection procedure have the possibility to report to the person responsible for the Prevention of Corruption and Transparency (RPCT) of the University any behavior harmful to the public interest or integrity of the Administration. The aforementioned reporting subjects and the entities they own, or for which they work, are guaranteed the protection measures referred to in Chapter III of the Legislative Decree 24/2023.

Whistleblowers are also guaranteed special protection of the confidentiality of their personal identity, provided that the reports are submitted through the dedicated channels set up by the Administration, i.e., through the specific IT platform accessible at the following web address: <https://unibg.whistleblowing.it/#/> or, alternatively, through the voice mailbox reachable at the following telephone number: 035.205.2160.

More information in this regard is available on the University's institutional website, in the Transparent Administration section, subsection other contents / Prevention of Corruption / whistleblowing.

### Article 12

#### Person in charge of the procedure

The Person in charge of the selection procedure within this call is Dr. Isabella Arfiero of Personale TAB e Collaboratori, Viale Papa Giovanni XXIII, 106 - 24121 Bergamo, phone (+39) 035 2052 594 - 619 - 878 - 462 - 285, e-mail address: [contratti.ricerca@unibg.it](mailto:contratti.ricerca@unibg.it).

### Article 13

#### Publication

This public selection is published in the University's Official Registry, on the website of the Ministry of Education, Research and University (MIUR) at the link <https://bandi.mur.gov.it/> and on the website of the European Union at the link <http://ec.europa.eu/euraxess> in the form of a notice.

The full selection notice and the related attached forms are available on the University of Bergamo web page [www.unibg.it](http://www.unibg.it) in the specific section "Concorsi e selezioni - Contratti di ricerca".

### Article 14

#### Final provisions

For all matters not provided for by this call, the following will be applied: Law No. 240/2010 and following amendments and integrations, the University's Regulations on the awarding of research contracts, the University's Regulations in force, and the Regulations on employment relationships in the public administration.

Bergamo, *as per protocol registration*

MP/IB/ia/rp

THE CHANCELLOR

(Prof. Sergio Cavalieri)

Documento firmato digitalmente ai sensi  
dell'art. 24 del D. Lgs. 82/2005