



Universidad
del País Vasco

CALL TO CANDIDACY FOR HIRING FOR RESEARCH STAFF TRAINING AT THE UPV/EHU (UNIVERSITY OF BASQUE COUNTRY)

2017

PREAMBLE

The University of the Basque Country/Euskal Herriko Unibertsitatea, as the largest Research Centre in the Autonomous Community of the Basque Country, is entrusted with the training of university-degree holding research staff. To this end, it foments completion of doctoral theses, and publishes this call to candidacy for grants to train research staff.

In society today, doctors are essential to the productive and social network. The university is called to train doctors, and must make the effort to adapt this training to a society that is gaining more knowledge and progressing in innovation, integrating the knowledge of men and women and equal rights, responsibilities and opportunities for all therein. Doctorate studies do not only prepare for an academic career; they also make it possible for qualified staff to be hired at innovative companies, organisations and institutions.

The majority of university scientific production in Basque in the Autonomous Community of the Basque Country is generated at UPV/EHU. For a language such as Basque that has yet to be standardised, the contribution of research staff is essential, carrying out their work and sharing results in the Basque language. Over the past years, the Vice-Rectorate of Basque has endeavoured to influence in this regard, promoting doctoral theses in Basque. As such, the II Master Plan for Basque of the UPV/EHU (2013-2017), approved by the Governing Board dated 19 December 2013, intends to continue with this kind of initiative.

In the same fashion, the 19 November 2014, the UPV/EHU signed a framework agreement with universities forming part of IDEX Bordeaux to develop a Eurorregional Campus of International Excellence, within the context of the respective projects of excellence Euskampus and IDEX Bordeaux. The purpose of the Eurorregional Campus is to establish a trans-border network with international impact, acting as the Atlantic Corridor leader in the generation of knowledge and scientific and technological capacities throughout the entire knowledge chain of value, from the idea up to its conversion into social benefit.

In addition to other objectives, this framework agreement's purpose is to promote academic collaboration between signatory parties in order to conjointly teach university degrees, master's degrees and continuous training with mutual recognition of credits, to carry out collaborative research projects and the co-direction of doctoral theses.

As such, this call to candidacy is conjointly presented by the Vice-Rectorate for Research (hereinafter, the VRI), the Vice-Rectorate of Basque and the member universities of IDEX Bordeaux, structured into three modalities, as indicated in Term 2 of the call to candidacy.

Funding for modalities I and III is provided by the VRI, at the sum of 4,400,000 euros, per the budget provision established, based on financing allocated within the Programme Contract, formalised with the Basque Government under the objective of "Developing individual scientific-technological-social and management capabilities," action "3.1. Reinforcing pre-doctorate (classic and COFUND) and post-doctorate grants, and fostering the integration of doctors into the socioeconomic environment."

Funding for modality II is provided by the Vice-Rectorate of Basque, at the sum of 566,000 euros, per the budget provision established, based on financing allocated within the Programme Contract, formalised with the Basque Government under the objective "Actions to support education related to the Basque language and culture," action "4.2. Fomenting execution of doctoral theses in Basque."

The funding undertaken by the two vice-rectorates is intended to cover annuities for the grants awarded through the respective calls to candidacy, executed by both vice-rectorates in previous years, and the first annuity of the new pre-doctorate contracts.

In this fashion, after the report from the Research, Development and Innovation Commission (hereinafter, CIDI) and its presentation to the Governing Board, the VRI and the Vice-Rectorate of Basque have ruled to approve this call to candidacy under the terms explained below.

Term 1. PURPOSE OF THE CALL TO CANDIDACY

The purpose of this call to candidacy is to promote the training of university degree-holding staff in the UPV/EHU's doctorate programmes, and carrying out doctoral theses, by formalising a pre-doctorate contract, in any area of scientific knowledge, as stipulated in article 21 of Law 14/2011, dated 1 June, on Science, Technology and Innovation (hereinafter, LCTI).

Term 2. CALL TO CANDIDACY MODALITIES

2.1. The call to candidacy has three modalities:

- **Modality I:** Hiring research staff in general pre-doctorate training.
- **Modality II:** Hiring research staff in pre-doctorate training to complete the doctoral thesis in Basque.
- **Modality III:** Hiring for research staff training at UPV/EHU under co-direction of UPV/EHU and member universities of IDEX Bordeaux.

2.2. Modalities I and II are open to all areas of scientific knowledge.

2.3. Applications for Modality III must be confined to one of the "*Topics and ongoing collaborations*," agreed upon between both universities and described in Annex I to these Terms. Applications that do not meet this requirement shall be excluded, and cannot be modified during the correction period.

2.4. Each candidate shall present one sole application, and may select modalities I and II, prioritising them per their interest, or modality III. Modality III is deemed incompatible with modalities I and II. In the event of selecting modalities that are not compatible with one another, the application shall be deemed as presented for modality III alone.

2.5. Selection of modalities and their prioritisation cannot be modified once the application is presented.

Term 3. APPLICANT REQUIREMENTS

To participate in this call to candidacy, applicants must meet all requirements listed below, at the time of presenting the application:

3.1. Meet one of the following requirements:

- a. **Hold a university degree granting access to doctorate studies**, having obtained it after 1 January 2014. Exceptionally, the degree can be obtained at an earlier date, if proof is provided of a professional or research career related to the subject matter of the proposed research project. The CIDI shall evaluate these circumstances to determine compliance with this requirement.
- b. **Hold a university degree granting access to doctorate studies**, having obtained it after 1 January 2011 and accrediting having cared for children under the age of three between 1 January 2011 and 1 January 2014.
- c. University degree holders who, after obtaining placement in training in the corresponding access test for placement in specialised healthcare training, have completed, with a positive evaluation, at least two years of training in a programme to obtain the official degree in one of the Health Science specialities, and that those two years of training ended after 1 January 2014.
- d. **Be completing the last year of a degree that grants direct access to doctorate studies**. These people shall have an extended deadline to present their complete academic record, **until 31 October 2017**. Applications must be presented by any of the means described in term 7 of this call to candidacy. Otherwise, these people shall be excluded from the selection process.

3.2. Hold an average mark equal to, or higher than:

- i. 6.5 points complete for Science and Engineering and Architecture areas.
- ii. 7 points to compete for the Health Sciences, Social and Legal Sciences and Art and Humanities areas.

When the academic record does not show the average mark from 1 to 10, the academic record's average is obtained by multiplying the numeric score obtained for each subject by its number of credits, dividing the sum of the products obtained by the total number of credits passed with a grade. For non-renewed plans, the average mark is obtained by adding the marks received, divided by the total number of subjects passed.

To calculate the average of the academic record, for recognised or adapted subjects that have not been marked by the university that recognised or adapted them, the marks obtained from the original centre or during the original studies shall be computed, as long as they are accredited with documentation. If not accredited with documentation, they will be deemed as passed.

Moreover, to calculate the academic record average, marks obtained in subjects from other specialities and marks from master's degree studies shall not be considered.

For applicants who have completed studies abroad, the average mark from the academic record on the official certificate from the National Quality Assessment and Accreditation Agency of Spain (ANECA) shall be used.

3.3. Not hold a doctorate degree.

3.4. Not be the beneficiary of, or not have been the beneficiary of, scholarships or grants for hiring non-doctorate research staff, for the purpose of training and completing a doctoral thesis.

3.5. For non-European Union citizens, **hold a prior administrative authorisation to work in Spain**, per stipulations in Law 4/2000, dated 11 January, on rights and freedoms for foreigners in Spain and their social integration, within the wording given by Organic Law 8/2000, dated 22 December.

3.6. For modality II, prove possession of accreditation certificate C1 level of Basque knowledge.

3.7. Be enrolled in the UPV/EHU doctorate programme indicated on the application with the thesis co-directors indicated therein at the time of publication of the definitive grant ruling, and not accrediting this shall be grounds to deny the grant. The applicant shall be responsible for applying to, and obtaining admission into the aforementioned programme in the established manner and deadline.

Those who do not meet or cannot prove that they meet **with all the aforementioned requisites** properly and on time shall be excluded from the selection process.

Term 4. REQUIREMENTS FOR THESIS CO-DIRECTORS

4.1. Each application must be endorsed by one or two thesis co-directors, depending on the modality:

- a. **Modalities I and II:** They may have a maximum of two thesis co-directors that must meet requirement sin term 4.2.
- b. **Modality III:** It is **mandatory** that they have a co-director from the UPV/EHU and another thesis co-director from IDEX Bordeaux member universities. The thesis co-director from the UPV/EHU must meet requirements in term 4.2. The IDEX Bordeaux thesis co-director must be admitted as thesis co-director by the UPV/EHU's pertinent Commission.

4.2. Thesis co-directors must meet the following requirements **at the time of presenting the application**. Those who do not meet or cannot prove that they meet with the required requisites properly and on time shall be excluded from the selection process.

- a. **At least one of the co-directors must be a member of the faculty of UPV/EHU's Doctorate Programme, regulated by Royal Decree 99/2011, dated 28 January, indicated on the application.** The procedure must be completed by the Post-Graduate Commission at the time when the application is presented. Applicants may verify if the proposed co-directors are part of the doctorate programme of their choice at the following link:

<http://www.ehu.eus/es/web/estudiosdeposgrado-graduondokoikasketak/doktorego-eskaintza-ikasle-berriak>

- b. The co-director who is not a member of the Programme's faculty at the time of presenting the application must also be admitted as thesis director by the pertinent Commission. The VRI, on its own initiative, shall verify compliance with this requirement, and a negative result shall be grounds to deny the application.

- c. **No thesis co-director can endorse more than one application in this call to candidacy.** If this circumstance is detected, the applicant shall be granted a 10-day period, within the claims period, to propose a new thesis co-director, who must meet all the requirements of the call to candidacy at the time when applications are presented. The applicant must update and present all documents with the old thesis co-director, updating them with the definitive co-director. The inclusion of a second thesis co-director who does not meet requirements cannot be modified, and is grounds to exclude the application.
- d. At least one of the thesis co-directors must hold an official, statutory or contractual relationship with UPV/EHU, guaranteed as of the moment of presenting the application and throughout the entire year that the grant is used.

Term 5. GRANT CHARACTERISTICS

5.1. The following number of grants is awarded:

- a. **Modality I:** A maximum of 50 grants is awarded.
- b. **Modality II:** 7 grants are awarded.
- c. **Modality III:** A maximum of 5 grants is awarded.

The number of grants may be modified in the Awarding Ruling, depending on budget availability and the grants' variable duration. In any event, out of all the grants, at least 3 are reserved for people who accredit a degree of disability equal to, or greater than 33%, as long as they accredit their compatibility with the work to be carried out, established in term 1.

5.2. The work contract offered shall be governed by article 21 of the LCTI. Hired staff shall be deemed as pre-doctorate research staff in training.

5.3. Therefore, the beneficiary will join a UPV/EHU department, institute or centre to carry out his or her doctoral thesis.

5.4. The contract shall be full-time, and its duration shall be no less than one year. Similarly, the contract's duration may exceed four years. The extension shall be made on an annual basis, during the period that the person remains in the doctorate programme.

When the contract is entered into with a person with disability equal to, or greater than 33%, the possibility of extending it additionally until the person has exhausted the maximum doctorate training period working full-time shall be evaluated.

In any event, successive contract extensions shall be subject to budget availability.

Annual formalisation of enrolment in the doctorate programme indicated on the application shall be a mandatory requirement to extend the contract. **Changing the programme to proceed to extension shall not be admitted.**

5.5. No person may be hired at UPV/EHU with this modality for a period greater than the difference between four years and the time the person was hired at another entity with this same contractual modality.

5.6. Temporary disability, risk during pregnancy, maternity, adoption or foster care, risk during breastfeeding and paternity shall suspend computation of the contract's duration.

5.7. The Vice-Rectorate of Research may grant interruption of the grant for a maximum period of six months, based on a reasoned request made by the interested person. In this case, this period shall not be recoverable, and the grant shall finalise on the date stipulated when it was awarded. The grant interruption period shall lead to de-registration in Social Security. Not returning after the interruption period is over shall be deemed as resignation and shall automatically lead to removal.

5.8. Gross compensation for the formalised contracts shall be 14,545 euros the first year, 14,545 euros the second year, 18,182 euros the third year and 18,182 euros the fourth year, spread into fourteen monthly payments.

Term 6. APPLICATION CONTENT

6.1. Applications must be completed with the standardised templates, available on the VRI webpage:

<http://www.ikerkuntza.ehu.eus>

The application form must be presented in paper format and in PDF, with original handwritten signatures, or digital signatures with an electronic certificate. The form shall be deemed an integral part and minimum content of the application. Not providing it properly and on time shall be deemed grounds for exclusion, and it may not be provided or modified during the correction period.

6.2. Moreover, the following documents must be provided in PDF, on CD, DVD or a pen drive, and delivered to the Registration office:

- a. **Personal academic certification of the degree or degrees granting access to doctorate studies**, showing all marks obtained and their dates. The certificate must show that all subjects and credits taken make up the entirety of the degree. Candidates who have completed these studies at UPV/EHU shall be exempt from presenting this document.
- b. Applicants who fall under any of the exceptions stipulated in term 3.1.b) or c) must also present, as applicable, **a copy of the specialisation degree or its official certification**, or of caring for children younger than three years (**Photocopy of the Family Register**).
- c. For those accessing the programme through the quota reserved for disabled persons, **a certificate accrediting a degree of disability equal to, or greater than 33%**.
- d. For studies completed partially or totally abroad, they must also provide the **Certificate of equivalent average mark for university studies completed abroad, issued by National Quality Assessment and Accreditation Agency of Spain (ANECA)**. This document may be obtained on ANECA's website:

<http://www.mecd.gob.es/mecd/servicios-al-ciudadano-mecd/catalogo/general/educacion/203615/ficha.html>

- e. **Curriculum Vitae of applicants**. This document must be presented in English in the normal format of the Ministry of Economy, Industry and Competitiveness. The template can be downloaded on the VRI's website.
- f. **Copy of National ID Number, Foreign ID Card Number or Passport**
- g. For applicants **who are non-European Union citizens, they must provide a copy of the administrative authorisation to live and work in Spain within a maximum of three months after the date of awarding the grant**, as stipulated in Law 4/2000, dated 11 January, on rights and freedoms of foreigners in Spain and their social integration, with the wording given by Organic Law 8/2000, dated 22 December.
- h. **Certificate accrediting level of Basque (Only levels B2 or C1)**. Only certificates obtained up until the last day of the deadline to present applications shall be admitted. For validations stemming from Decree 47/2012, dated 3 April, of recognition of official studies carried out in Basque, and to exempt accreditation with degrees and linguistic certifications in Basque, the applicant may also present the pertinent certificate. If the degree in Basque is being completed when the application is presented, applicants shall have an extended deadline to present the certificate of studies, **until 31 October 2017**.
 - i. **With modality II, merits claimed by co-directors in Basque (C1 or C2, thesis advising in Basque, scientific production Basque).**
 - j. **If applicable, copy of doctorate degree of the thesis co-director, accrediting having defended the doctoral thesis between 2000 and 2012.**

Only the documentation required in this section will be evaluated, so no additional documentation other than the documentation requested need be presented, which will not be taken into account under any circumstances.

6.3. The applicant may present the application in Basque, Spanish or in English, excepting the CV, which is mandatory to present in English.

Applications shall be evaluated through an external process through the State Bureau of Investigation, Evaluation and Coordination subdivision (formerly ANEP) by non-Basque-speaking evaluating staff. The VRI shall entrust the UPV/EHU's Basque Service with the translation to Spanish or English of the applications presented in Basque. Once the pertinent translation is received, it will be sent by email to the applicant to the email address indicated on the application.

The applicant will have five business days to review it and give their approval. To calculate this deadline, the receipt of email delivery confirmation issued by the email manager will be used. After this deadline has passed, it shall be understood that the applicant provides approval of the translation.

Term 7. PRESENTING APPLICATIONS

7.1. The application form in paper format shall only be deemed as formally registered when it is delivered addressed to the UPV/EHU Vice-Rectorate for Research at any of the general registries on the Araba, Bizkaia and Gipuzkoa campuses, or any of the offices listed in the UPV/EHU Ruling dated 16 May, 2012 (Basque Country Official Gazette (BOPV) dated 18 June, 2012) or, if applicable, in any of the ways stipulated by article 16.4 of Law 39/2015, dated 1 October, on the Common Administrative Procedure for Public Administrations.

Applications may also be registered at any Post Office. In this case, the documentation shall be presented in an open envelope, so that post office staff may register the application's first page. It shall then be sent by certified mail to this address:

Universidad del País Vasco/Euskal Herriko Unibertsitatea
Vicerrectorado de Investigación
Sección Convocatorias de Investigación
Edificio Rectorado
Barrio Sarriena, s/n
48940 Leioa (Bizkaia) (Spain)

In this phase, not presenting the entirely completed application form shall be grounds for exclusion from the selection process.

Term 8. DEADLINE TO PRESENT APPLICATIONS

Applications may be presented until 16 June 2017.

Term 9. EVALUATION CRITERIA

9.1. In awarding **modality I** of the call to candidacy, the following criteria shall be taken into account:

Criteria	Maximum score
1. Averaged weighted mark from the academic record (excluding the master's degree) (a)(b)	50 points
2. Scientific interest and quality of research project, including adequate funding	30 points
3. Experience and CV of applicant	10 points
4. Knowledge of Basque (c)	5 points
5. One of the co-directors of the doctoral thesis earning doctorate degree between 2000 and 2012, both years included (only one person is computed).	5 points
TOTAL	100

9.2. In awarding **modality II** of the call to candidacy, the following criteria shall be taken into account:

Criteria	Maximum score
1. Averaged weighted mark from the academic record (excluding the master's degree) (a)(b)	50 points
2. Scientific interest and quality of research project, including adequate funding.	30 points
3. Experience and CV of applicant.	10 points
4. Contributions to Basque language (d).	5 points

5. One of the co-directors of the doctoral thesis earning doctorate degree between 2000 and 2012, both years included (only one person is computed).	5 points
TOTAL	100

9.3. In awarding modality III of the call to candidacy, the following criteria shall be taken into account:

Criteria	Maximum score
1. Averaged weighted mark from the academic record (excluding the master's degree) (a)(b)	50 points
2. Scientific interest and quality of research project, including adequate funding.	30 points
3. Experience and CV of applicant.	10 points
4. Knowledge of French for applicants of Spanish nationality, or knowledge of Spanish or Basque for applicants of French nationality (e)	5 points
5. One of the co-directors of the doctoral thesis earning doctorate degree between 2000 and 2012, both years included (only one person is computed).	5 points
TOTAL	100

(a) Note: The average weighted mark from the academic record (section 1 of the evaluation criteria) shall be normalised regarding the degree earned by the applicant, using average marks from students who have finished the degree indicated in the application in previous years at UPV/EHU.

In the event that the degree indicated on the application does not exist at UPV/EHU, or the number of average marks for this degree is not representative, it shall be normalised by using the average marks earned in all the degrees of the same branch at UPV/EHU in previous years.

FORMULAS USED FOR NORMALISATION:

NC_applicant: Normalisation coefficient for the applicant's academic record.

AverageMark_applicant: Weighted average mark of the academic record indicated in the application.

AverageMark_degree: Average of weighted average marks from academic records over the past years, from the degree indicated in the application.

NC_min: Minimum normalisation coefficient for all degrees.

NC_max: Maximum normalisation coefficient for all degrees.

StandarDev_degree: Standard deviation of weighted average marks from academic records over the past years, from the degree indicated in the application.

NormalisedMark_applicant: Mark after normalisation that is added to scores received under the rest of the criteria set forth in terms 9.1, 9.2 and 9.3 to obtain the global score (rounded to two decimal points).

NC_applicant =

$$\frac{(\text{AverageMark_applicant} \times 10) - (\text{AverageMark_degree} \times 10)}{\text{StandarDev_degree}}$$

NormalisedMark_applicant =

$$\frac{(\text{NC_applicant}) - (\text{NC_min})}{50 \times \text{StandarDev_degree}}$$

(NC_max) - (NC_min)

Next, all normalised scores for each degree are integrated, in one sole list, from highest to lowest.

If more than one degree has been earned, the one that meets the time requirement set forth by term 3.1.a will be used for normalisation, or the one that is most directly related to the topic of the proposed research project.

(b) Note: For academic records obtained from Universities outside the Spanish University System, for criteria 1 above, the value assigned by the National Quality Assessment and Accreditation Agency of Spain (ANECA) shall be used, with the service to calculate average equivalent marks for university studies completed abroad, for cases when equivalency is necessary in order to apply to a competitive process.

The accreditation issued by ANECA must be attached along with the rest of the documentation indicated in term 6 of the call to candidacy.

In the event that this certification is not provided, the score that will be given for criteria 1 shall be 10 points.

(c) Note: The indicated score is obtained by accrediting the linguistic level of Basque, per the following:

- Certificate of C1 level or higher and equivalent: 5 points.
- Certificate of B2 level and equivalent: 3 points.
- No other certificate for a level lower than mentioned shall be taken into account.

In regard to these certificates, the equivalences set forth in Decree 297 dated 9 November 2010 for validation of degrees and certificates accrediting knowledge of Basque and matching the levels in the Common European Framework of Reference for Languages shall be taken into account.

(d) Note: These criteria shall be evaluated by the Basque Commission, applying the following scale:

- Merits of the applicant: C2, TFM and/or TFG in Basque, scientific dissemination in Basque.
- Merits of co-directors of the doctoral thesis: C1 or C2, thesis direction in Basque, scientific production in Basque.
- Linguistic quality of the research project in Basque.

(e) Note: The indicated score is obtained by accrediting the pertinent linguistic level, per the following:

- Certificate of C1 level or higher and equivalent: 5 points.
- Certificate of B2 level and equivalent: 3 points.
- No other certificate for a level lower than mentioned shall be taken into account.

In regard to these certificates, the equivalences set forth in Decree 297 dated 9 November 2010 for validation of degrees and certificates accrediting knowledge of Basque and matching the levels in the Common European Framework of Reference for Languages shall be taken into account.

Term 10. PROCESSING AND EVALUATING APPLICATIONS

List of applications provisionally accepted and excluded for evaluation:

Once the application presentation deadline has passed, the VRI Research Management Direction shall review the presented applications. After this analysis, the VRI shall publish the list of accepted and excluded applications to proceed to the evaluation phase on its webpage. The Direction shall have a one-month deadline to perform this procedure, beginning when the deadline for application presentation is over.

Correction:

If the documentation provided before the application presentation deadline is incomplete or contains correctable errors, the VRI shall require the applicant to complete or correct the application within 10 calendar days.

The applicant may not improve or replace presented documentation, and applications cannot be reworded under any circumstances. Documentation not required by the VRI may not be provided, either.

Corrections must be presented in the same way as described in term 7.

Definitive list of applications accepted and excluded for evaluation:

After reviewing the provided documentation, it shall be understood that applicants who have not corrected in the established manner and deadline have withdrawn. The definitive list shall be published within ten calendar days after the correction deadline has passed.

Evaluation phase

The State Bureau of Investigation, Evaluation and Coordination subdivision (formerly ANEP) shall score the evaluation criteria described in term 9. This procedure shall last two months at minimum.

The evaluation reports shall be sent to the CIDI, who shall communicate the pertinent proposal for awarding candidates to the Vice-Rectorate of Research for a provisional ruling and publication.

In the event of a tie in the final score between multiple applicants, applications shall be prioritised by the criteria below, applied successively, until the tie is broken:

- a. The application with the highest weighted average mark from the academic record shall prevail (criteria 1).
- b. For application from modality I, the application pertaining to the science area with the lowest success rate in this modality shall prevail (% success/applications per area).
- c. For applications for modalities II and III, the application with the highest score in criteria 4 shall prevail.
- d. The application with the highest score in criteria 2 shall prevail.

Provisional ruling

The CIDI shall formulate the proposal for a provisional ruling that will be published on the VRI's webpage, indicating the provisional score earned by all applicants.

Candidates may request the evaluation report on their application by writing an email to pre-postdoc.dgi@ehu.eus.

Interested parties have a maximum of 10 calendar days to make allegations they deem appropriate. If express allegations are not received within this deadline, the proposal shall be deemed as accepted, and the applicants' right to allege shall be considered as waived.

Definitive ruling:

After this deadline has passed, the VRI shall present the allegations claimed to the CIDI to examine them, and consequently, to communicate the pertinent proposal for the definitive ruling on awarding the grants to the Vice-Rectorate for Research.

The definitive ruling on awarding or denial of hiring shall be published on the VRI's webpage.

Appeals against the definitive ruling:

After the definitive ruling, which puts an end to the administrative procedure, the following means to contest may be lodged, and never simultaneously:

1.- Prior, an appeal for reversal within 1 month of the day after notification, lodged with the same body that made the Ruling.

If this appeal for reversal is lodged, it shall be deemed as dismissed by administrative silence if, within 1 month after being lodged, no express ruling is made on it, in which case the judicial process in the paragraph below shall be initiated.

In this case, the deadline to lodge a contentious-administrative appeal shall be 6 months after the day following the alleged dismissal of the appeal for reversal (article 46 of Law 29/1998, dated 13 July, Governing Administrative Jurisdiction.).

2.- Directly, contentious-administrative appeal to the Contentious-Administrative Courts of Bilbao, 2 months after the day following notification of this Ruling (article 8.3 and 46 of Law 29/1998, dated 13 July, Governing Administrative Jurisdiction.).

Term 11. FORMALISING HIRING

11.1. Before formalising the contracts, winners of the contracts must accredit the truthfulness of claimed merits and requirements to obtain the grant. If they are not accredited, the Vice-Rectorate for Research shall issue a denial ruling.

The deadline to provide this documentation shall be indicated in the provisional ruling on grants awarded and denied.

Those awarded must present the following documentation at the VRI:

- a. Employment Certificate (*Vida Laboral*).
- b. Receipt for enrolment in the doctorate programme indicated in the application.
- c. Document of acceptance of obligations as winner of this call to candidacy, with the approval of the thesis co-director and the co-director of the department, institute or placement centre.
- d. Identification file with personal and bank information and Social Security number.
- e. Sworn statement specifying that the applicant was not hired through a pre-doctoral contract modality set forth in article 21 of Law 14/2011, on Science, Technology and Innovation, and if the applicant was hired, statement of the contract's duration in days.
- f. Certificate of Incorporation.
- g. For disabled persons, a certificate is required that accredits the degree of limitations in activity, shown in percentage, according to Royal Decree 1971/1999, dated 23 December, on the procedure for the recognition, declaration and rating of the degree of disability.
- h. Favourable report from the pertinent Committee on Ethics in Research, when necessary due to the subject of the research project.

Not presenting the required documentation by the deadline shall be deemed as withdrawal from formalisation of the contract.

11.2. Contracts shall be formalised and winners shall be incorporated into the departments, institutes or centres the month following compliance with the requirements stipulated in the previous section.

If the winning applicant does not appear to sign the contract on the indicated day, or does not incorporate into the department, institute or centre, it shall be understood that said winner is withdrawing from the contract.

11.3. In exceptional and duly justified cases, the Vice-Rectorate of Research may authorise postponement of incorporation for up to a maximum of six months. The request for postponement must be presented by the deadline stipulated in term 11.1.

11.4. Any variation in the conditions taken into account to evaluate the applications shall interrupt the registration procedure, and if applicable, shall lead to cancellation of the contract.

11.5. Within a maximum period of 6 months after signing the contract, Research Management Direction (DGI), on its own initiative, shall verify the effective enrolment of the beneficiary in the doctorate programme indicated on the application, and that the thesis co-directors are finally those indicated on said application. On its own initiative, and every 6 months, the VRI shall review compliance with this requirement for as long as the contract is in force. Failure to comply with any of these two requirements shall be considered grounds to terminate the contract.

Term 12. RIGHTS OF HIRED STAFF

12.1. To obtain the collaboration and support necessary to normally conduct their studies and research programmes from the departments, institutes or centres they join, according to their availability.

12.2. Hired staff is guaranteed access to, and the use of the General research services of the university (SGIker), and use of the infrastructures and material of the group or research team to which they

belong. Furthermore, they are guaranteed access to, and the use of research resources belonging to the department, and if applicable, to the centre where the group conducts its research activities, under the conditions established for each case.

12.3. Hired staff **may provide complementary collaborations with teaching tasks** related to the proposed research activity, up to a maximum of 60 hours annually, subject to, if applicable, an agreement with the involved department, and under regulations in force on the incompatibilities of staff serving the UPV/EHU, and cannot be responsible for classes, giving exams or evaluating students.

Term 13. OBLIGATIONS OF HIRED STAFF

- 13.1. To formalise annual enrolment in the doctorate programme indicated on the application, within the periods and by the deadlines established by UPV/EHU's Postgraduate Commission.
- 13.2. To perform their job at the department, institute or placement centre.
- 13.3. To complete reports, forms and other documents required by the VRI or the services collaborating in managing the call to candidacy.
- 13.4. To refer to this call to candidacy in publications and other results that may arise from the research activities performed while the contract is in force.
- 13.5. To submit to verification, financial control and research activity monitoring actions that may be carried out by competent bodies, providing all information required to carry out said actions.
- 13.6. To acknowledge UPV/EHU's ownership over publications, patents, utility models and objects or works of intellectual property produced as a result of the research conducted by staff in training, maintaining their recognition as the inventor of the industrial or intellectual property.
- 13.7. To comply with the general and specific obligations established by the European Charter for Researchers.
- 13.8. To obtain the doctorate within the deadlines stipulated in pertinent doctorate standards.

Term 14. OBLIGATIONS OF THESE CO-DIRECTORS

- 14.1. It shall be the obligation of thesis co-directors to ensure compliance with the purpose of the grant awarded to doctorate students, acting as thesis co-directors for as long as the grant is in force. Moreover, they shall be responsible for communicating any circumstance that could impede reaching defence of the thesis to the VRI.
- 14.2. To communicate when the hired staff obtains the doctorate degree based on this call to candidacy.
- 14.3. To complete reports, forms and other documents sent to them by the VRI or the services collaborating in managing the call to candidacy.

Term 15. REGIME OF INCOMPATIBLE ACTIVITIES

- 15.1. Those selected in this call to candidacy do not enter into a stable contractual relationship with UPV/EHU, and this temporary contractual relationship shall end once the contract's duration comes to an end.
- 15.2. Contracts funded through this call to candidacy shall be incompatible with any other employment contract for the hired researcher, and with receiving any salary remuneration, as a result of the full-time regime established in Term 5.1.

Term 16. WITHDRAWALS, DEPARTURES AND CONTRACT TERMINATION

Withdrawals, departures and other incidents of staff hired through this call to candidacy must be reported by the thesis co-director within three days after the event to the UPV/EHU VRI, along with supporting documentation that may be required in each case.

The hired researcher shall communicate withdrawal, departure or incident to the Vice-Rectorate of Professor and Researcher Staff.

Term 17. MONITORING

- 17.1. Staff hired under this call to candidacy must complete reports, forms and other documents required by the VRI or other departments or services collaborating in managing this call to candidacy.
- 17.2. In general, these documents shall be completed according to the templates published to this end, and shall be presented to VRI within the first month after each one of the years that the contract is in force.
- 17.3. Within one month after the contract is terminated, VRI shall be given a final report on all of the activities performed while the contract was in force.

Term 18. TERMINATION OF THE CONTRACTS

The Work Contract shall be terminated for any of the following causes:

- a. Withdrawal of the hired party.
- b. Expiration of the contract.
- c. The hired party no longer being enrolled in the doctorate programme indicated in the application.
- d. Failure to comply with obligations, or a change in the conditions taken into account to award the grant, including enrolment in the doctorate programme, or with thesis co-directors other than those indicated in the application, without the VRI's express consent.
- e. At the request of the thesis co-directors and the individual in charge of the doctorate programme with a justified, endorsed report from the thesis co-directors and the individual in charge of the doctorate programme.
- f. Cancellation due to failure to comply with obligations or a change in the conditions taken into account to award the grant.
- g. Unexpected incompatibility.
- h. Lack of budgetary provision for the grant.
- i. Obtaining the doctorate degree. Earning the Doctorate degree means that the purpose of the grant has expired, and consequently, so do rights to said grant. In this case, the grant's expiry shall take administrative and economic effect on the first day of the month after which the doctoral thesis was defended.

TERM 19. PRINCIPLES THE ACTIVITIES MUST FOLLOW

19.1. Proposed activities to be conducted through this call to candidacy that use human beings, their biological samples and/or their personal data must:

- Respect the ethical principles established and stated in different declarations (Belmont 1979, CIOMS 2002, Human Genome UNESCO 1997, Oviedo Convention 1999 and Tokyo Declaration 2004)
- Comply with standards in force: Law 14/2007 on Biomedical Research, RD1716/2011 on Biobanks, Law 41/2002 on Patient Autonomy, Law 15/1999 on Data Protection and UPV/EHU Regulation on the protection of personal data 2008.
- Be accompanied by the prior and mandatory Favourable Report from the Committee on Ethics in Research CEID/CEISH-UPV/EHU, as stipulated in the Regulation regulating ethics bodies in research and teaching practise at UPV/EHU in the Agreement dated 30 January 2014 of the Governing Board, published in the Basque Country Official Gazette (BOPV) num. 32 dated 17-2-2014.

19.2. Proposed activities to be conducted through this call to candidacy that use animal experimentation must:

- Follow criteria for internationally promoted replacement, reduction and refinement.
- Follow standards in force on research with animals (RD 53/2013).
- Be accompanied by the prior and mandatory Favourable Report from the Committee on Ethics animal experimentation (CEEA), as stipulated in the Regulation regulating ethics bodies in research and teaching practise at UPV/EHU in the Agreement dated 30 January 2014 of the Governing Board, published in the Basque Country Official Gazette (BOPV) num. 32 dated 17-2-2014.
- Be accompanied by authorisation from competent authorities (regional government livestock department).

19.3. Proposed activities to be conducted through this call to candidacy that use biological agents and/or genetically modified organisms (GMOs) must:

- Follow principles of prevention, precaution and information regarding the protection of human health and the environment.

- Meet standards in force in this regard (Law 31/1995 on occupational hazard prevention, RD 664/1997 on protection workers from hazards related to exposure to biological agents, RD 665/1997 on protecting workers from hazards related to exposure to cancerous agents, Law 9/2003 and RD 178/2004 on the confined use, voluntary release and commercialisation of GMOs).
- Be accompanied by the prior and mandatory Favourable Report from the Committee on Ethics with Biological Agents and/or GMOs (CEIAB), as stipulated in the Regulation regulating ethics bodies in research and teaching practise at UPV/EHU in the Agreement dated 30 January 2014 of the Governing Board, published in the Basque Country Official Gazette (BOPV) num. 32 dated 17-2-2014.

19.4. Proposed activities to be conducted through this call to candidacy that use human embryonic stem cells or cell lines derived therefrom must follow provisions from Law 45/2003 and RD 2132/2004, which establishes the requirements and procedures to apply to conduct research projects with stem cells obtained from supernumerary pre-embryos, and RD 09/2014 dated 4 July, establishing quality and safety standards for donation, collecting, evaluating, processing, preserving, storing and distributing human tissues and cells.

Moreover, for the proper collection and use of biological samples of human origin, the regulation on research with human samples must be taken into account, established by RD 1716/2011 dated 18 November, setting forth basic requirements for authorisation and operation of biobanks for the purposes of biomedical research and processing biological samples of human origin, and regulating the operation and organisation of the National Register of Biobanks for biomedical research. Official State Gazette Num. 290, Friday 2 December 2011.

19.5. Proposed activities to be conducted through this call to candidacy cannot collaborate in developing, fostering or promoting wars, and specifically, cannot directly or indirectly collaborate with companies that manufacture and/or commercialise weapons.

FIRST FINAL PROVISION

A contentious-administrative appeal may be lodged against this call to candidacy, which puts an end to the administrative procedure, with the Contentious-Administrative Courts of Bilbao within two months after it has been published. Notwithstanding the above, an appeal for reversal may also be lodged with the Vice-Rectorate for Research within 1 month after it is published, per article 123 of Law 39/2015.

SECOND FINAL PROVISION

This call to candidacy shall enter in force the day that it is published on the Vice-Rectorate for Research's webpage.

Leioa, 11 May 2017

José Luis Martín González
Ikerketaren Arloko Errektoreordea
Vice-Rectorate for Research

ANNEX I
(Only applicable to Modality III)

Areas of research to which doctoral theses research projects are limited (Topics and ongoing collaborations):

Advanced manufacturing and Materials
Ageing and frailty
Archaeology
Arts
Biological ecosystems
Biomedicine
Computing, modelling and simulation
Education
Food and nutrition
Marine energies
Neurosciences
Photonics and translational imaging
Social innovation
Theoretical chemistry and physics at the quantum scale

The applications must state the ANEP evaluation area pertinent to the field of research of the doctoral thesis research project.

<input type="checkbox"/> AGR - Agriculture.	<input type="checkbox"/> HA - History and Art.
<input type="checkbox"/> BFS - Fundamental and Systems Biology.	<input type="checkbox"/> ICI - Civil Engineering and Architecture.
<input type="checkbox"/> BMED - Biomedicine.	<input type="checkbox"/> IEL - Electric, Electronic, Automatic Engineering.
<input type="checkbox"/> BVAE - Plant and Animal Biology, Ecology.	<input type="checkbox"/> IME - Mechanical, Naval and Aeronautic Engineering.
<input type="checkbox"/> COM - Electronic and Communications Technology.	<input type="checkbox"/> IND - Technology Transfer.
<input type="checkbox"/> CS - Social Sciences.	<input type="checkbox"/> INF - Computer Technology and Computation Science.
<input type="checkbox"/> CT - Earth Sciences.	<input type="checkbox"/> MCLI - Epidemiology and Clinical Medicine.
<input type="checkbox"/> DER - Law.	<input type="checkbox"/> MTM - Mathematics.
<input type="checkbox"/> ECO - Economy.	<input type="checkbox"/> PS - Psychology.
<input type="checkbox"/> EDUC - Education Sciences.	<input type="checkbox"/> QMC - Chemistry.
<input type="checkbox"/> FFI - Philology and Philosophy.	<input type="checkbox"/> TA - Food Technology and Science.
<input type="checkbox"/> FI - Space Sciences and Physics.	<input type="checkbox"/> TA - Material Technology and Science.
<input type="checkbox"/> GAN - Livestock and Fishing.	<input type="checkbox"/> TQ - Chemical Technology.