AREA DI RICERCA SCIENTIFICA E TECNOLOGICA DI TRIESTE – AREA SCIENCE PARK

PUBLIC NOTICE OF COMPARATIVE SELECTION PROCEDURE TO APPOINT AN EXTERNAL MEMBER OF THE TECHNICAL-SCIENTIFIC BOARD OF THE INSTITUTION.

The Area di Ricerca Scientifica e Tecnologica di Trieste – Area Science Park, a national public research entity, announces a selection procedure to appoint an external member of the Technical-Scientific Board (TSB) of the Institution.

Article 1 – Description

This procedure is intended to invite applications from candidates who meet the requirements set out under article 20, paragraph 3 of the Articles of Association of the Institution, issued by decision of the president no. 10 of 27 October 2017 (published in the Transparent Administration section of the company website at page https://www.areasciencepark.it/amm-trasparente/disposizioni-generali/atti-generali/), who are interested in acting as an external member of the Technical-Scientific Board of Area di Ricerca Scientifica e Tecnologica di Trieste – Area Science Park.

The Technical-Scientific Board of the Institution comprises seven members appointed by the Board of Directors of Area Science Park, including two internal and five external. The two internal members are elected. The right to stand for election and the right to vote are given to researchers and technologists who are in service on a permanent, specified basis at the Institution as at the date of the ballot. External members are selected by public notice and appointed from among well-known Italian or foreign business people, managers, professionals, scientists or scholars (article 20, paragraphs 1, 2 and 3 of the Articles of Association).

The Technical-Scientific Board acts in an advisory capacity for the strategies of the Institution. It formulates proposals and expresses opinions on the planning actions and strategic vision and activities related to enhancing the value of research and enterprise at European and international level through technology transfer and operational methods, the promotion of international technical-scientific cooperation, cooperation with public and private parties in the area of research, technology transfer and the support of technological and organisational innovation for businesses and production sectors, training to develop enterprise and for the management of research and innovation, the promotion of networks of scientific and business excellence (article 21, paragraph 1 of the Articles of Association). More specifically, the Technical-Scientific Board: a) gives its technical-scientific advice to the Board of Directors on the proposals of the three-year plan of activities, the related updates and the ten-year strategic vision document; b) gives the Board of Directors its

technical-scientific advice on proposals to identify the areas and sectors of scientific and technological research, in line with the official purpose and the strategic guidelines of the Institution, and to identify the mechanisms for the internal assessment of the research; c) acts as an advisor at the request of the Board of Directors, which establishes the timeframes by which the advice has to be given, after which the Board may disregard it; d) identifies the possible development lines for the research and consequent impact on the economic and industrial sectors; e) prepares an annual report on the activities carried out for the Board of Directors; f) exercises any other function assigned by law, the Articles of Association or the regulations of the Institution (article 21, paragraph 2 of the Articles of Association). All the documentation provided to the TSB shall be drawn up in Italian and all documents that the TSB sends the Board of Directors must also be written in Italian.

The appointment will involve the occasional presence at the offices of the Institution, located in Trieste, in Padriciano no. 99, subject to the option to take part in meetings via video conference in accordance with the rules that are established by the Institution's organisation and operating rules.

Article 2 – Requirements and assessment of the candidates

The admission requirements to the comparative procedure described in this notice are as follows:

1. to hold Italian citizenship or the citizenship of one of the member states of the European Union or citizenship of other countries;
2. enjoy civil and political rights;
3. not to have been convicted, even with a ruling which has not become final, of the criminal offences described under chapter I of title II of book II of the Criminal code;
4. not to have marriage, cohabitation, family or kinship relations, within the second degree, with members of the Board of Directors.

Additionally, those who can show that they possess specific, valid professional competence or experience since they have occupied important scientific or managerial positions **in at least two of the following professional areas** may also submit their candidature: scientific or industrial research; management of technological or organisational or process-related innovations; protection of intellectual property; analyses and methods to evaluate the results of knowledge; management of technology transfer activities; creation of international networks of cooperation and collaboration for research and innovation.

The preliminary assessment of the scientific or professional suitability of the candidates sent will be carried out by an expert committee appointed by the Board of Directors of the Institution at the proposal of the President who will create it and preside over it. The committee shall comprise the members of the board, the General Manager, and other internal and external parties who are experts in the subject areas listed above, and shall evaluate the suitability of the scientific or professional profile of the candidates in relation to the requirements of this notification.

Article 3 – Assignment, duration and consideration for the appointment

After completion of the assessment by the expert committee, the suitable candidates will be submitted to the Board of Directors who will designate the external members of the Technical-Scientific board, taking account of the gender equality principle.

The Board of Directors of the Institution will appoint the chosen candidates for a four-year duration starting from the date set out by decision of the Board of Directors, and may be reappointed one time only.

In order to carry out the appointment, an attendance fee will be provided of Euro 97.20 for each day/meeting in which the members take part. Expenses will be reimbursed for any travel, but must be previously authorised.

Article 4 – Application and documentation to submit, terms of presentation

Anyone who wishes to put forward their name as a candidate for the appointment must submit the following documentation:

- application form, drawn up on unstamped paper and with the original signed be the candidate in accordance with the form attachment 1;
- a Curriculum Vitae, preferably in the European format, dated and signed digitally or by hand (in which case it must be accompanied by a copy of a proof of identity which is currently valid) showing the following declaration at its foot: "The information contained in this CV is given under the personal responsibility of the undersigned in accordance with articles 46 and 47 of Presidential Decree no. 445 of 28 December 2000, aware of the criminal liability provided for under article 76 of said Presidential Decree in the case of falsehoods in the documents or untruthful declarations";
- report illustrating the requirements of scientific or professional suitability, showing the experience gained in the professional subjects/areas pursuant to article 2 of this notice, and with specific indication of how long was spent in the important scientific or managerial positions in said subjects/areas:
- declaration of absence of conflicts of interest in accordance with form attachment 2.

The application, along with the documentation requested, may be:

a) submitted directly or sent by registered post with notice of receipt or by courier, with the original signed, put into a closed envelope with the wording **"Comparative procedure to appoint an external member of the Technical-Scientific Board of Area Science Park"** and addressed as follows:

Area di Ricerca Scientifica e Tecnologica di Trieste - Area Science Park
Direzione Generale

Padriciano, 99 – 34149 – TRIESTE.

It may be submitted directly to: Ufficio Protocollo di Area Science Park, Padriciano 99, Palazzina C1.

The General Affairs – Registration Office is open at the following times to receive the applications: from 8.30 am to 12.30 pm from Monday to Friday.

The application must be **submitted to the Registration Office of the Institution by the deadline of 12.00 p.m. (Italian time) on 30 May 2022** otherwise it will not be considered for the comparative procedure.

The applications delivered by hand to the Registration Office of the Institution or sent by registered letter with notice of receipt or by courier within that deadline will be considered to have been submitted in time; for this purpose, the stamp and date of the accepting post office will act as proof.

Applications from candidates submitted to the Institution after the deadline set out above will not be accepted, even if sent by registered mail or by courier in time;

b) sent by equivalent ICT means (personal certified email (PEC) to the address **protocollo@pec.areasciencepark.it**,

Please note the following with regard to applications sent by certified email (PEC).

The submission of an application by sending it to the certified email (PEC) address of the Institution is permitted. For anyone who sends it by certified email (PEC), in order to obtain effective and timely registration and guarantee that the declarations submitted are attributed to the candidate, the following instructions must be followed:

1) the application to take part and related attachments that are sent to the certified email (PEC) address of the Institution must be exclusively sent from a certified email (PEC) address issued to the name of the candidate and not to third parties. This is the only way that the author can be identified by the ICT system through the access credentials relating to the personal use of certified emails pursuant to article 16-*bis* of Decree Law no. 185 of 2008, converted by Law no. 2 of 2009. The applications and declarations sent in accordance with the mechanisms described by the above-mentioned law are equivalent to the applications and declarations signed by hand-written signature in the presence of employees in charge of the procedure;
2) the subject matter must specify: **"Comparative selection procedure to appoint an external member of the Technical-Scientific Board of Area Science Park".**
3) the certified email (PEC) communications must only be addressed to the certified email address of the Institution, not to personal or office addresses: registration, the operation that certifies acquisition of the document by the Institution, can only be guaranteed for valid communications that arrive at said address.

   In order to ensure the proper operation of the system and effective registration, the overall size of the attachments to the certified email (PEC) must not exceed 10MB. The attachments to the certified email (PEC) must be converted into PDF so they cannot be changed. We suggest that they be scanned, allowing the document to be extended further;

4) the "successful delivery" message of the certified email (PEC) communication on the server of the

Institution, also containing the identifying code of the message, proves that the communication was received by the Institution's Registration Office; the sender will be responsible for ensuring successful transmission and ensuring that it arrived at the certified email (PEC) of the candidate **by 12.00 p.m. (Italian time) on 30 May 2022** for it to be valid.

5) foreign citizens who are not resident in Italy and Italian citizens who are domiciled/resident abroad may send the application and related attachments also from ordinary email addresses to the certified email (PEC) of the Institution to the address protocollo@pec.areasciencepark.it, with subject matter **"Comparative Selection Procedure to appoint an external member of the Technical-Scientific Board of Area Science Park"** in PDF format that cannot be changed, and signed digitally or with the original signed. The validity of the submission of the application to take part will be confirmed by the date of receipt of the email which, in order to be valid, must reach the certified email (PEC) address of the Institution **by 12.00 p.m. (Italian time) on 30 May 2022**. The aforementioned candidates will be sent a confirmation email confirming receipt of the application. Please do not exceed the total size of 10MB for the attached files. If it is not possible to sign the application with a digital signature, the candidate will validate the application by handwritten signature before any contract is signed.

The candidates are required to indicate at point o) of the form attachment 1 what channel the Institution should use to continue with the procedure in order to send the candidate any other communications

In the application, the candidate will have to declare the following under his/her own responsibility and preferably using the form attachment 1: his/her personal details, the date and place of birth, the tax code, the residence and domicile chosen for the purpose of the selection, and his/her telephone number;

The candidate must also sign and attach the following documentation to the application:

- a Curriculum Vitae, preferably in the European format, dated and signed digitally or by hand (in which case it must be accompanied by a copy of a proof of identity which is currently valid) showing the following declaration at its foot: "The information contained in this CV is given under the personal responsibility of the undersigned in accordance with articles 46 and 47 of Presidential Decree no. 445 of 28 December 2000, aware of the criminal liability provided for under article 76 of said Presidential Decree in the case of falsehoods in the documents or untruthful declarations";
- report illustrating the requirements of scientific or professional suitability, showing the experience gained in the subjects areas pursuant to article 2 of this notice, and with specific indication of how long was spent in the important scientific or managerial positions in said subjects/professional areas;
- declaration of absence of conflicts of interest in accordance with form attachment 2.

The signature at the foot of the application will not be subject to certification. The application must be accompanied by uncertified photocopies of an ID card of the signing party. The signature accompanied by an ID card of the candidate is not required if the candidate sent the application through his/her certified email (PEC) or digitally signed the attachments.

Article 5 – Results of the procedure

After the applications which arrive have been examined, the Board of Directors will take action to make the appointment at the proposal of the President. The appointment will be communicated to all the participants and will also be made known through publication on the Area Science Park website, at the online Register of the Institution and at the address https://www.areasciencepark.it/lavora-in-

area/ricerche-esperti-e-docenti/.

All the information, amendments and additions relating to this notice will be published on the same web pages of the Institution. In the Area Science Park website section called "Transparent Administration", all the information relating to the Technical-Scientific Board provided for by applicable laws will then be added.

Article 6 – Personal data processing

In accordance with article 13 of Regulation (EU) 2016/679 (General Data Protection Regulation - GDPR) and in relation to the personal data provided by the candidates when taking part in the comparative selection procedure, or in any case acquired by Area Science Park, the following information is provided:

1. Identity and contact data of the data controller - The data controller of personal data is the Scientific and Technological Research Area of Trieste – Area Science Park, based in Trieste, Padriciano, 99. The candidates, in their capacity as data subjects, may contact the data controller by writing to the address mentioned above or by sending an email to the following email addresses: urp@areasciencepark.it – certified email address ("PEC") protocollo@pec.areasciencepark.it.
2. Contact details of the Data Protection Officer – A Data Protection Officer has been appointed at Area Science Park pursuant to article 37 of the GDPR and can be contacted at the following email address: rpd@areasciencepark.it
3. Purpose of the data processing and lawful basis for the processing – The data will be processed for the purpose of selecting and appointing the external members of the Technical-Scientific Board of the Institution, and any establishment, management and termination of relations with them. The awful basis for processing the personal data can be found in the laws governing the composition and functions of the Technical-Scientific Board pursuant to articles 20 and 21 of the Articles of Association of Area Science Park.
4. Recipients and categories of recipients of personal data – Without prejudice to the communications and disclosure carried out in performance of legal requirements and orders by the authorities, the data may be communicated to public and private parties who, in accordance with the law, have to or could become aware of it, including parties who have the right of access. The names of the candidates chosen and appointed will be published on the computer register and on the website of the Institution. The data will be processed by staff at Area Science Park who will actually handle the processing under the direct authority of the controller and the members of the expert committee, appointed by the Board of Directors in accordance with article 20, paragraph 4 of the Articles of Association, and who will be designated as processors. The personal data may be transferred to third countries or national or international organisations with registered offices abroad, but on condition that an adequate level of protection of the natural persons is guaranteed. Photographs or video recordings that feature the data subjects may be disclosed to the press or through promotional material of the activities of Area Science Park and through other publications, websites or dedicated portals, television, radio, social media and other means of communication only with the express consent of the data subject.
5. Data storage period – The data subject to processing will be stored for the period needed in accordance with prevailing laws on filing systems, applicable to public entities, subject to the authorisation to discard them.
6. Rights of the data subject – In reference to the personal data provided, the candidates have the following rights:
   a. access to the personal data;
   b. rectification or deletion of the personal data or limits to the processing;

c. objection to the processing;

d. data portability (right only applicable to the data held in electronic form) as governed by article 20 of the GDPR;

e. right to lodge a complaint with a supervisory authority.

It should be noted that in order to exercise the rights referred to from letters a) to d), the candidates may send an email to the following address: rpd@areasciencepark.it. Area Science Park is required to provide a response within one month from the request, which term may be extended up to three months in the event of particularly complex requests.

7. Mandatory or optional nature of data provision and consequences for any failure to provide data – Providing personal data is optional, but necessary in order to take part in the selection procedure and to establish and manage any relations with the Institution in the case of appointment; if the data is not provided, the above may be precluded.

Article 7 – Procedure manager and terms

In accordance with article 5 of Law no. 241 of 7 August 1990, the Manager of the procedure pursuant to this notice is the General Manager of the Institution, Ms Anna Sirica.

Information may be requested from: TSB Administrative Office, email: segreteria.cts@areasciencepark.it, tel. 040-3755204.

The deadline for concluding the procedure is 180 days from submission of the application.

Trieste, 29th April 2022.

Director General

Anna Sirica

Anna Sirica
29.04.2022
12:18:40
GMT+00:00

Application for admittance to the comparative selection procedure to appoint an external member of the Technical-Scientific Board of Area di Ricerca Scientifica e Tecnologica di Trieste – Area Science Park – ANNEX 1

To Area di Ricerca
Scientifica e Tecnologica di Trieste – Area Science Park
Direzione Generale
Padriciano, 99
34149 TRIESTE - Italy
PEC protocollo@pec.areasciencepark.it

The undersigned (*name and surname*)

HEREBY ASKS

to be admitted to the comparative selection procedure to appoint an external member of the Technical-Scientific Board of Area di Ricerca Scientifica e Tecnologica di Trieste – Area Science Park.
To that end, in accordance with articles 46 and 47 of Presidential Decree no. 445 of 28 December 2000, and aware of the criminal liability provided for under article 76 of said Presidential Decree in the case of falsehoods in the documents or untruthful declarations,

DECLARES:

a) that he/she was born on in Prov. ( );
b) that his/her fiscal code is ;
c) that he/she is resident in the Municipality of Prov. ( ), area code in Via/Piazza/etc. no.
telephone email address ;
d) that he/she is an Italian citizen or a citizen of the following country: ;
e) that he/she enjoys civil and political rights in the country he/she belongs to, or does not for the following reasons _____ ([1]);
f) that he/she has not been convicted, even with a ruling which has not become final, of the criminal offences described under chapter I of title II of book II of the Criminal code;
g) that he/she does not to have marriage, cohabitation, family or kinship relations, within the second degree, with members of the Board of Directors;
h) that he/she has enough specific, qualified professional competence and experience to have occupied significant scientific or managerial positions in at least two of the professional areas identified by the notice, and more specifically:
; ;
i) that he/she authorises Management to provide any other communication relating to this procedure using the following mechanisms *(tick the box that applies):*
⌋ using the certified email (PEC) address ([2]) with which the application was sent, i.e.: ;
⌋ using the following at the ordinary email address: ,
releasing the Institution from any responsibility regarding receipt of the communication sent using said mailbox;
j) that he/she undertakes to give notice in writing of any changes to said address, which occurs after the date of submission of the application;
k) that he/she acknowledges that the appointment governed by this comparative selection procedure is subject to the publication obligations pursuant to Legislative Decree no. 33/2013 on the Transparent Administration website of the

[1] Anyone who does not enjoy civil and political rights will have to indicate why.
[2] Indicate a personal certified email (PEC) or otherwise traceable to the candidate.

Institution (publication of CV, remuneration offered, data relating to the performance of appointments or holding offices in private entities governed or financed by the public authorities or the performance of professional activities);

l) that he/she acknowledges and undertakes to comply with the rules of conduct set out under the Code of Conduct of the Institution (https://www.areasciencepark.it/amm-trasparente/disposizioni-generali/atti-generali/).

The undersigned attaches the following documents to this expression of interest, which form an integral part herein:

a) a Curriculum Vitae, preferably in the European format, dated and signed digitally or by hand (in which case it must be accompanied by a copy of a proof of identity which is currently valid) showing the following declaration at its foot: *"The information contained in this CV is given under the personal responsibility of the undersigned in accordance with articles 46 and 47 of Presidential Decree no. 445 of 28 December 2000, aware of the criminal liability provided for under article 76 of said Presidential Decree in the case of falsehoods in the documents or untruthful declarations";*

b) a report illustrating the requirements of scientific or professional suitability, showing the experience gained in the professional subjects/areas pursuant to article 2 of this notice, and with the specific indication of the duration of the length of time spent in the scientifically or managerially significant positions held in said subjects/areas:

c) a copy of a valid proof of identity, where required to have signed the expression of interest or the CV by hand;

d) declaration of absence of conflicts of interest in accordance with form attachment 2.

Date

Signature

_____

DECLARATION RELATING TO THE LACK OF ANY CONFLICTS OF INTEREST

(declaration in lieu of sworn affidavit pursuant to article 47 Presidential Decree 445/2000)

The undersigned_____

born in_____ , on_____ , fiscal code_____

resident in_____ (Prov.) in Street_____ n.____ area code_____

in relation to the appointment as a member of the Technical-Scientific Board that may be assigned to the undersigned by the **Area di Ricerca Scientifica e Tecnologica di Trieste – Area Science Park**, under his/her own responsibility, aware of the provisions of article 76 of Presidential Decree 445/2000, with respect to the criminal consequences if untruthful declarations are made or the records contain falsehoods

DECLARES

in accordance with article 9 of the Code of Conduct of employees of the Scientific and Technological Research Area of Trieste approved with decision of the Board of Directors of 28 March 2022, no. 17, applicable to business partners of any nature of the Institution;

a) that he/she is not in a position, to the extent of his/her awareness, including potential, of conflict of interest with regard to the activities governed by the appointment granted to him/her;

b) that to the extent he/she is aware, there are no situations or facts – past or subject to arising in the near future – that could put his/her independence into doubt;

c) that if during the appointment, this type of conflict of interest should arise, he/she will immediately notify Area Science Park.

ALSO DECLARES

- that he/she has been informed that said declaration is given in order to fulfil the requirements pursuant to article 53, paragraph 14 of Legislative Decree no. 165/2001;
- that he/she has been informed, in accordance with Regulation (EU) 2016/679, that personal information obtained will only be processed for the scope of the procedure for which this declaration is made, and for the purpose of the potential establishment and management of relations with Area Science Park.

Place and date:

Signature
(full and legible)

_____

Presidential Decree 445/2000

In accordance with article 75 of Presidential Decree 445/2000, if, following a control, it emerges that the contents of the declaration are untruthful, the declarant will lose any benefits that may have been obtained as a result of the order issued on the basis of the untrue declaration.

In accordance with article 76 of Presidential Decree 445/2000, untrue declarations, falsehoods in documents or the use of false documents shall be punished in accordance with the criminal code and applicable prevailing laws.