



UniSR

Università Vita-Salute
San Raffaele

UNIVERSITY REGULATIONS

**REGULATIONS FOR THE AWARDING OF
RESEARCH ASSIGNMENTS PURSUANT TO
ARTICLE 22-TER OF ITALIAN LAW 240
DATED 30 DECEMBER 2010**

ISSUED BY RECTOR'S DECREE NO. 9877 OF 13/01/2026

Index

1	PURPOSE AND SCOPE	3
	<i>ART. 1 Scope</i>	<i>3</i>
2	PROVISIONS OF THE REGULATIONS	3
	<i>ART. 2 Purposes of the recruitment</i>	<i>3</i>
	<i>ART. 3 Characteristics of research assignments</i>	<i>3</i>
	<i>ART. 4 Procedures for awarding an assignment</i>	<i>3</i>
	<i>ART. 5 Activation of selection procedures</i>	<i>4</i>
	<i>ART. 6 Selection procedure</i>	<i>4</i>
	<i>ART. 7 Content of the Call for Applications</i>	<i>5</i>
	<i>ART. 8 Eligibility criteria</i>	<i>6</i>
	<i>ART. 9 Selection Committee</i>	<i>6</i>
	<i>ART. 10 Procedures for the direct awarding of research assignments – Public notice for the purpose of collecting expressions of interest from applicants</i>	<i>8</i>
	<i>ART. 11 Procedures and deadlines for the direct award of research appointments</i>	<i>8</i>
	<i>ART. 12 Execution of the employment contract</i>	<i>9</i>
	<i>ART. 13 Extension of research assignments</i>	<i>9</i>
	<i>ART. 14 Renewal of research assignments</i>	<i>10</i>
	<i>ART. 15 Incompatibilities</i>	<i>10</i>
	<i>ART. 16 Remuneration, tax, social security and insurance treatment</i>	<i>10</i>
3	VALIDITY AND TRANSITIONAL RULES	11
	<i>ART. 17 Transitional and final provisions – Entry into force</i>	<i>11</i>

1 Purpose and Scope

ART. 1 Scope

1. These Regulations govern the methods of selection, the legal regime and the economic treatment due to holders of research assignments referred to in Article 22-ter of Italian Law 240 dated 30 December 2010.
2. These Regulations use the masculine form in all circumstances, but this form should be understood as referring inclusively to all persons, irrespective of their gender.

2 Provisions of the Regulations

ART. 2 Purposes of the recruitment

1. Vita-Salute San Raffaele University may enter into private-law self-employment contracts, referred to as 'research assignments, aimed at providing an introduction to research and innovation under the supervision of a tutor, funded in whole or in part by internal resources or external funding obtained at national, international, or European level through competitive calls for applications.

ART. 3 Characteristics of research assignments

1. Each research assignment awarded to the same individual, even by different institutions, shall have a minimum duration of one year and a maximum duration of three years, including any renewals or extensions, whether or not continuous.
2. The maximum period referred to in the previous paragraph may be waived only in order to implement specific European Union research funding programmes as part of actions related to the Marie Skłodowska-Curie Actions (MSCA) programme.
3. For the purposes of calculating the total duration, periods spent on maternity or paternity leave or for health reasons according to current legislation shall not be taken into account.
4. The total duration of the relationships established with the holders of the assignments referred to in Articles 22, 22-bis and 22-ter and of the contracts referred to in Article 24 of Italian Law 240/2010, including with state-funded, independent or online universities other than Vita-Salute San Raffaele University; with Higher Artistic, Musical and Dance Education Institutions; with institutions whose scientific specialisation diploma has been recognised as equivalent to a PhD qualification pursuant to Article 74(4) of Italian Presidential Decree 382 dated 11 July 1980 and with public research bodies, may not, in any case, exceed eleven years, whether or not continuous. As regards the duration of the aforementioned relationships, any periods spent on maternity or paternity leave or on sick leave according to current legislation shall not be taken into consideration.

ART. 4 Procedures for awarding an assignment

1. Research assignments shall be subject to the execution of contracts following the completion of selection procedures, ensuring the comparative evaluation of applicants and the public disclosure of proceedings. The activation of selection procedures shall be subject to the following approval process:
 - for positions funded through internal resources as determined by the Board of Governors by way of a specific resolution, the awarding of the assignments shall take place through selection procedures, in accordance with the arrangements set forth in Article 5 of these Regulations, the activation of which shall be subject to the approval of the relevant Faculty Council;

- the awarding of research assignments funded by external resources shall take place through direct appointment in accordance with the arrangements set forth in Article 10 of these Regulations; the activation of such assignments shall be subject to a request by the Principal Investigator to the relevant Faculty Council for approval.

ART. 5 Activation of selection procedures

1. The request for the award of the assignments by the Principal Investigator and the resolution of the Faculty Council must contain the following information:

- a) number of positions for which the procedure is approved;
- b) research programme/project to which the assignment is linked and its title, as well as the duration thereof;
- c) Principal Investigator, who must be a professor, researcher or contract researcher of Vita-Salute San Raffaele University;
- d) specific functions that the appointed researcher shall be required to perform;
- e) academic discipline group and activity covered by the assignment;
- f) one or more academic discipline sectors within the same academic discipline group;
- g) holding of an interview (if any) and any foreign language to be assessed during the interview;
- h) Faculty and the main location where the activities will be carried out;
- i) professional qualifications required to carry out the research activities (e.g. registration with a professional body);
- j) details of the sources of funding that will cover the cost of the contract;
- k) amount of gross annual remuneration (RAL), which must comply with the requirements under Article 22-ter(5) of Italian Law No. 240/2010 and Ministerial Decree 592 dated 6 August 2025;
- l) financial coverage thereof;
- m) eligibility criteria and deadline for submitting applications.

ART. 6 Selection procedure

1. The selection procedure shall take place following a Call for Applications being advertised on the University's website, on the website of the relevant Italian Ministry, as well as on the Portal of the European Union, and its aim is to evaluate the applicants' possession of a scientific-professional curriculum and aptitude for research suitable for carrying out the activity covered by the research assignment.

2. Once the eligibility of the applications has been verified by the Selection Committee referred to in Article 9 of these Regulations, the selection procedure shall be conducted by the Committee, who shall assess the applicants with a reasoned opinion, following which a score shall be awarded, according to criteria established on the basis of the following elements:

- a) relevance and consistency of the course of study with reference to the programme/project covered by the assignment;
- b) significance and relevance of the research activities previously carried out, as well as any work experience, in relation to the activities covered by the assignment;
- c) relevance of any publications submitted, these and other scientific products attached to the research programme/project covered by the assignment;
- d) interview, if required by the Call for Applications, aimed at establishing the aptitude and suitability for carrying out the activity covered by the assignment as well as an assessment of foreign language knowledge.

3. After giving its reasoned opinion and awarding the score in relation to the criteria referred to in paragraph 2(a), (b) and (c), the Selection Board shall instruct the Process Manager to publish the scores awarded to the applicants before the interview, if so specified in the Call for Applications.
4. The interview can take place at the headquarters of Vita-Salute San Raffaele University with the applicants physically present, or online, according to the instructions provided by the Selection Committee. If the interview takes place electronically, through the use of any means of remote communication (Skype, videoconference, etc.), the workstation from where the applicants hold the interview must be equipped with a webcam – essential for the recognition of the applicant – a microphone and headphones and/or audio speakers. In order to ensure the widest participation of applicants in the selection procedure, the Committee may grant the postponement of the interview to an applicant who requests it only in cases where there is a documented and objective impossibility for the applicant to take part. The University ensures the totally unprejudiced right to take part in the interview to female applicants who are unable to comply with the schedule set for the interview due to pregnancy or breastfeeding, also through the performance of asynchronous tests and, in any case, the availability of special spaces to allow breastfeeding.
5. After conducting the interview, if required by the Call for Applications, the Committee shall give its joint reasoned opinion for each applicant and the relative score.
6. After completing the assessment, the Committee shall draw up a student ranking taking into account the scores achieved by the applicants and identifies the successful applicant from the selection procedure. Applicants shall be considered to have passed the selection procedure with a minimum score of 70 points out of a total of 100.
7. In the event of equal scores, preference shall be given to the younger applicant.
8. The proceedings of the procedure shall be approved by Rector's Decree within thirty days of their submission by the Committee. If the Rector finds any irregularities in the conduct of the procedure, he shall return such proceedings to the Committee with grounds for his decision, setting a deadline for any necessary amendments.
9. In the event of withdrawal, failure to take up duties, or forfeiture of the successful candidate's entitlement, the Faculty Council may resolve to appoint the next candidate from the student ranking.
10. If the same requirements as those of the research assignment arise, further assignments can be awarded to applicants suitably placed in the ranking list, provided that the availability of funds to cover the costs has been ascertained. The appointment of candidates from student ranking shall be subject to the approval of the Faculty Council.
11. The ranking list shall be valid for 6 months from the approval of the proceedings.

ART. 7 Content of the Call for Applications

1. The Call for Applications, issued by Rector's Decree, must contain:
 - a) number of positions for which the procedure is approved;
 - b) academic discipline group and activity covered by the assignment;
 - c) one or more academic discipline sectors within the same academic discipline group;
 - d) research programme/project to which the assignment is connected, as well as the duration of the assignment;
 - e) Principal Investigator, who must be a professor, researcher or contract researcher of Vita-Salute San Raffaele University;
 - f) holding of an interview (if any) and any foreign language to be assessed during the interview;

- g) specific functions that the appointed researcher shall be required to perform, with an indication of the rights and obligations relating to the position;
- h) financial and social security treatment;
- i) Faculty;
- j) selection procedures, with an indication of the eligibility requirements;
- k) professional qualifications required to carry out the research activities (e.g. registration with a professional body);
- l) procedures and deadlines for submitting applications for participation and the qualifications and documents that need to be submitted by applicants.

2. The Call for Applications shall mandate the electronic filing of applications, qualifications, and any publications, save for the acceptance of hard-copy submissions should technical impediments to online transmission be duly proven.

3. The timeframe for the submission of applications shall commence on the day following the date of publication of the Call for Applications on the University's website. The deadline for submitting applications may not be less than 30 days from the date of publication of the aforementioned Call for Applications. If the Faculty Council deems it urgent, the deadline may be reduced to a minimum of 10 days. If the deadline set out in the Call for Applications falls on a public holiday, the deadline shall be postponed to the next business day.

ART. 8 Eligibility criteria

1. Participation in the selection process shall be open to young Italian or foreign scholars holding a curriculum vitae suitable for the provision of research assistance and a Master's degree (including single-cycle degrees) or a qualification deemed equivalent by the Selection Committee for the sole purpose of the appointment, obtained within the preceding six years.

2. If specific professional qualifications needed to carry out the research activities are required (e.g. registration with a professional body), such qualifications must be possessed at the time of recruitment, under penalty of forfeiture of the right to enter into the contract.

3. The following cannot participate in selection procedures:

- a) permanent tenured staff of universities, public research bodies and institutions whose scientific specialisation diploma has been recognised as equivalent to a PhD qualification pursuant to Article 74(4) of Italian Presidential Decree 382 dated 11 July 1980;
- b) individuals who have benefited from Tenure-Track fixed-term Researcher contracts (RTT) pursuant to Article 24 of Italian Law 240/2010, as amended by Italian Decree Law 36/2022 converted into Italian Law 79/2022;
- c) individuals who have a kinship or affinity relationship up to and including the fourth degree with a professor belonging to the Faculty which proposed the activation of the contract, or with the Rector, the General Manager or a member of the Board of Governors.

4. Exclusion from a selection procedure may be ordered, at any time, by a reasoned Rector's Decree and notified to the interested party.

ART. 9 Selection Committee

1. The Selection Committee shall be appointed by Rector's Decree, following a proposal from the relevant Faculty Council and is composed of three professors and/or researchers, including those on a fixed-term contract, belonging to the subject area group in the Call for Applications and, where deemed necessary,

by professors and/or researchers, including those on a fixed-term contract, with research experience on the topics covered by the assignment. One of the three members may be a contract researcher. As regards the composition of Selection Committees, the principle of equal opportunities between men and women shall apply, wherever possible.

2. Professors and researchers serving at foreign universities who hold an academic position equivalent to that of a Professor or Researcher, as defined by the relevant Ministerial Decree, shall likewise be eligible for appointment. In the event of foreign members being appointed, the Faculty Council shall also resolve upon the consistency of their expertise with the official description of the relevant scientific-disciplinary group.

3. Selection Committees shall be appointed by Rector's Decree, after applications have been submitted by applicants, and published on the University's website. Save for cases of urgency, a period of thirty days from the date of publication shall be granted for any recusal of the examiners by the candidates; should all candidates expressly declare that no grounds for recusal exist against the Selection Committee, the aforementioned period shall expire prematurely.

4. The following Professors/Researchers cannot be members of Selection Committees:

- individuals who have been convicted, with a sentence that does not yet have the force of res judicata, for offences under Chapter I of Title II of Book II of the Italian Criminal Code (Article 35-bis of Italian Legislative Decree 165 dated 30 March 2001);
- individuals who, pursuant to Article 6(8) of Italian Law 240/2010, have received a negative assessment in the activities covered by Article 6(7) of the same Italian Law 240/2010;
- individuals who are on leave, pursuant to Article 13 of Italian Presidential Decree 382 dated 11 July 1980;
- individuals who are on leave, pursuant to Article 7(1) and (2) of Italian Law 240/2010.

The following Professors/Researchers shall also be required to refrain from being members:

- individuals who are in situations of incompatibility with any of the applicants and/or with the other members of the Selection Committee, as laid down by Articles 51 and 52 of the Italian Code of Civil Procedure (CPC);
- individuals who have a kinship or affinity relationship up to and including the fourth degree, situations of marriage, registered partnerships and cohabitation with any applicants or with other members of the Selection Committee;
- individuals who have collaborative relationships with any of the applicants, the characteristics of which appear to be systematic, permanent and continuous such as to give rise to a bona fide professional partnership.

In any case, collaborative relationships shall be deemed incompatible:

- where one of the Selection Committee members is the co-author of almost all the publications of an applicant and/or there are joint economic interests arising from a permanent professional collaboration;
- where one of the Selection Committee members has, with regard to the publications submitted, collaborated with an applicant on over 50% of such publications.

6. To this end, following the definition of the assessment criteria and the review of the list of candidates, each Committee member shall provide self-certification as to the absence of any grounds for incompatibility or conflict of interest.

7. At its first meeting, the Committee shall decide on the assessment criteria in accordance with the provisions of Article 6 above and the relevant scores to be attributed with an overall total of 100 points.

8. The Committee must conclude its work with the drawing up of a student ranking and the identification of the successful applicant, within four months from the date of publication of the Decree appointing it.
9. On a reasoned proposal from the Committee, an extension of up to two months may be granted by the Rector.
10. In the event that its work has not been completed after the extension, the Rector shall initiate the procedures to replace the Committee members to whom the causes of the delay are attributable, while establishing a new deadline for the conclusion of the work, specifying his grounds for so doing.
11. The Committee shall meet at Vita-Salute San Raffaele University, or may use remote communications means for collective work; in the latter case, the minutes of the meetings must indicate the place from which each member is connected, the remote communication means used (telephone, fax, email, multi-user teleconference, videoconference, etc.), and the identification details of the connection (internet address, email address, telephone number).

ART. 10 Procedures for the direct awarding of research assignments – Public notice for the purpose of collecting expressions of interest from applicants

1. Principal Investigators may seek approval from the relevant Faculty Council to activate direct award procedures relating to research assignments funded with external resources obtained at a national, international or European level, on the basis of competitive calls for applications.
2. The public notice, issued by Rector's Decree, must contain:
 - a) number of positions for which the procedure is approved;
 - b) academic discipline group and activity covered by the assignment;
 - c) one or more academic discipline sectors within the same academic discipline group;
 - d) research programme/project to which the assignment is linked, as well as the duration thereof;
 - e) Principal Investigator, who must be a professor, researcher or contract researcher of Vita-Salute San Raffaele University;
 - f) specific functions that the appointed researcher shall be required to perform, with an indication of the rights and obligations relating to the position;
 - g) financial and social security treatment;
 - h) Faculty;
 - i) an indication of the eligibility criteria;
 - j) professional qualifications required to carry out the research activities (e.g. registration with a professional body);
 - k) procedures and deadlines for submitting expression of interests and the qualifications and documents that need to be submitted by applicants.
3. The notice shall be published on the University's website.
4. The deadline for submitting expressions of interest is at least 10 days from the day following the date of publication of the notice on the University's website.

ART. 11 Procedures and deadlines for the direct award of research appointments

1. The selection process shall be carried out through the direct award of research appointments to the junior scholars ranked as most qualified among those deemed suitable for the performance of the activities under the appointment.
2. For the purposes of collecting expressions of interest, applicants shall attach all documentation relevant to the assessment, as well as any documentation considered as necessary to prove the fulfilment of

eligibility criteria. They shall do so within the deadlines and according to the procedures set out in the notice.

3. The expressions of interest shall be assessed by the Principal Investigator and may be supplemented by further discussions with all or part of the applicants in order to establish their aptitude and suitability for carrying out the activity covered by the assignment.

4. Following the assessment, the Principal Investigator (PI) shall identify the applicants suitable for the performance of the planned activities, formulating a comprehensive evaluation for each of them. For each assignment, the PI shall select from among the applicants considered suitable, the applicant deemed most qualified to perform the activity covered by the assignment, providing a reasoned statement for such choice. The assessments expressed, the reasons for the choices made and the student ranking of the suitable but unsuccessful candidates shall be reflected in appropriate minutes.

5. The PI must complete the selection process within one month of receiving the expressions of interest. On the basis of a reasoned request, the Rector may grant an extension of up to one month.

6. The proceedings of the direct award procedure shall be approved by Rector's Decree within thirty days of their submission by the Principal Investigator.

7. In the event of withdrawal, failure to take up duties, or forfeiture of the successful candidate's entitlement, the Faculty Council may resolve to appoint the next candidate from the student ranking.

8. To meet the requirements of the same research project, further research appointments may be awarded to successfully ranked candidates, provided that the availability of the relevant financial coverage has been duly verified. The appointment of candidates from student ranking shall be subject to the approval of the Faculty Council.

9. The ranking list shall be valid for 6 months from the approval of the proceedings.

ART. 12 Execution of the employment contract

1. Following the completion of the selection procedure for the award of the assignment and at the time of executing the fixed-term independent contractor agreement under private law, the Personnel Administration Office shall request the successful candidate to submit the documentation required for the award of the assignment.

2. Failure of the successful candidate to execute the contract shall be deemed a waiver of the appointment and shall result in the forfeiture of their position on the student ranking.

3. The research assignments referred to in these Regulations shall not give rise to any rights regarding access to permanent roles at the University.

4. The execution of the contract shall be subject to the possession of specific professional qualifications required to carry out the research activities (e.g. registration with a professional body).

5. The contract must indicate: the title of the research project, the gross annual remuneration, the start and duration of the assignment, the time commitment and all other contractual elements.

ART. 13 Extension of research assignments

1. At the proposal of the PI, research assignments may be extended for needs related to the completion or continuation of the activities.

2. Any extension of the assignment must comply with the binding provision regarding the maximum total duration of 3 years referred to in Article 22-ter(7) of Italian Law 240 of 2010, and the maximum total duration of 11 years referred to in Article 22-ter(9) of Italian Law 240 of 2010.

3. The extension of the assignment covered by internal funds determined by the Board of Governors with its own resolution, shall be subject to a resolution from the relevant Faculty Council; whereas, for the extension of an assignment financed by third parties, the PI shall verify that the costs are covered and shall seek approval from the relevant Faculty.

ART. 14 Renewal of research assignments

1. Research assignments may be renewed for reasoned requirements related to the research activity in which the holder of the research assignment is engaged.

2. Any renewal of the research assignment must comply with the binding provision regarding the maximum total duration of 3 years referred to in Article 22-ter(7) of Italian Law 240 of 2010, and the maximum total duration of 11 years referred to in Article 22-ter(9) of Italian Law 240 of 2010.

3. The renewal of the assignment covered by internal funds determined by the Board of Governors with its own resolution, shall be subject to a resolution from the relevant Faculty Council; whereas, for the extension of an assignment financed by third parties, the PI shall verify that the costs are covered and shall seek approval from the relevant Faculty.

ART. 15 Incompatibilities

1. Research assignments shall be incompatible with:

- any other subordinate employment relationship with public and private entities;
- the holding of research grants, including those with other universities or public research bodies;
- scholarships or research grants of any kind awarded by national or foreign institutions, except those exclusively aimed at international mobility for research purposes, including PhD scholarships and emoluments related to medical specialisation contracts.

2. The research contracts referred to in Article 22, the postdoctoral assignments referred to in Article 22-bis, the research assignments referred to in Article 22-ter and the contracts referred to in Article 24 of Italian Law 240/2010 shall be mutually incompatible; consequently, they may not be held concurrently by the same individual.

3. Research assignments shall be incompatible with enrolment in undergraduate, specialist, or master's degree programmes, PhD courses, or medical specialisation schools, whether in Italy or abroad; this is without prejudice to the implementation of specific European Union research funding programmes under the Marie Skłodowska-Curie Actions (MSCA). Furthermore, assignments shall entail the placement on unpaid leave for any employee serving within public administrations.

4. Notwithstanding the foregoing, a holder of a research assignment may not, in any case, carry out activities that may result in a situation of conflict of interest with the activities of the University or that do not allow the regular conduct of the research activity.

ART. 16 Remuneration, tax, social security and insurance treatment

1. The amount of the research assignment shall be defined in compliance with the provisions of Article 22-ter(5) of Italian Law 240/2010 and Ministerial Decree 592 of 6 August 2025. The employment relationship established through the execution of private-law agreements with Vita-Salute San Raffaele University pursuant to these Regulations shall be that of an independent contractor; such relationship shall be governed by the prevailing statutory provisions, including those pertaining to the tax, social security and national insurance treatment of self-employment income. In this regard, the tax exemptions under Article 4 of Law 476 dated 13 August 1984 shall apply, together with the social security provisions of Article 2,

paragraphs 26 et seq., of Law 335/1995. Vita-Salute San Raffaele University shall provide insurance cover relating to accident risks and civil liability.

3 Validity and transitional rules

ART. 17 Transitional and final provisions – Entry into force

1. For any matters not expressly governed by these Regulations, reference should be made to Article 22-ter of Italian Law 240/2010 and to the relevant applicable legislation.
2. These Regulations shall come into force on the day following that on which the Rector's Decree is issued and published on the University's website.

The Italian version of this Regulations is the only legal means of communication of the relative contents and in case of dispute, the Italian version shall prevail.

