

**Call for public tender for the recruitment of
Trainee Predoctoral Research Staff (PIPF) FPI of the State Training Subprogramme
of the State Programme for Developing, Attracting and Retaining Talent, as part of
of the State Plan for Innovation and Scientific and Technical Research 2021-2023**

**CONDITIONS OF THE CALL FOR APPLICATIONS
2023PIPF-FPI**

1. Background

The Order of 30 December 2022 of the Ministry of Science and Innovation and the State Research Agency approved the call for advance processing for the year 2022 of the procedure for awarding grants to "Knowledge Generation Projects" and to actions for training pre-doctoral research staff associated with these projects as part of the State Plan for Scientific and Technical Research and Innovation 2021-2023.

Article 12 of the aforementioned order states that the process of evaluating and selecting the person to be recruited, which must guarantee the principles of competition, publicity and transparency, is the responsibility of the beneficiary entity, and can be carried out before the resolution of the award has been published.

The proposal made by the Provisional Resolution of the 2022 call for grants for predoctoral contracts for training doctors of the State Training Subprogramme of the State Programme for Developing, Attracting and Retaining Talent, as part of the State Plan for Innovation and Scientific and Technical Research 2021-2023, dated 5 July 2023, awards the Universitat Rovira i Virgili seven grants.

The resolution of the pre-selected projects with a proposal of funding for pre-doctoral contracts was published on 25 July, 2023 and can be consulted on the [website of the State Research Agency \(AEI\)](#).

2. Regulations

- Organic Law 2/2023, of 22 March, of the University System.
- Law 14/2011, of 1 June, on Science, Technology and Innovation, modified by Law 17/2022, of 5 September.
- Royal Decree 103/2019, of 1 March, which approves the Statute for trainee pre-doctoral research staff.
- Royal Decree 99/2011, of 28 January, which governs official doctoral courses.
- Law 1/2003, of 19 February, on the Universities of Catalonia.
- The Order of 30 December 2022 of the Ministry of Science and Innovation and the State Research Agency approved the call for advance processing for the year 2022 of the procedure for awarding grants to "Knowledge Generation Projects" and to actions for training pre-doctoral research staff associated with these projects as part of the State Plan for Scientific and Technical Research and Innovation 2021-2023.
- AGREEMENT GOV/40/2022, of 8 March, which approves the Statute of the Universitat Rovira i Virgili and publishes the full text.
- The URV Plan for Institutional Integrity and Anti-Fraud Measures of the Universitat Rovira i Virgili for the sphere of public procurement and subsidies, approved by the Governing Council on 21 December 2021.
- Academic and Registration Regulations of the Doctoral Programme for the 2023-2024 academic year.
- Law 39/2015, of 1 October, on the Common Administrative Procedure of the Public Administrations.
- Law 40/2015, of 1 October, on the legal system governing the public sector.

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All current regulations regarding the recruitment of Predoctoral Trainee Research Staff (PIPF) will also apply.

3. Scope of application

The Universitat Rovira i Virgili uses the aforementioned regulations to regulate the contracts of the trainee predoctoral research staff (PIPF) in the framework of the State Plan for Innovation and Scientific and Technical Research 2021-2023 of the State Research Agency.

4. Purpose

The purpose of these grants is to train new doctors by doing a doctoral thesis at the Universitat Rovira i Virgili as part of one of the research projects in Annex I. Likewise, the purpose of the contract will be postdoctoral guidance for a maximum period of 12 months (POP) after the doctoral thesis has been defended, as long as the doctoral degree is completed while the predoctoral contract is valid.

5. Conditions

5.1 List of contracts

The call is for a total of 7 grants, which are listed in annex I attached to these conditions.

5.2 Characteristics of the contracts

Trainee predoctoral researchers will have full-time research and teaching duties. Their principle obligation will be to complete a doctoral thesis at the Universitat Rovira i Virgili, and, at the same time, carry out the activities on the doctoral programme leading to the acquisition of the competences and skills required for students to be awarded an official doctoral degree and have some teaching duties up to a total of 180 hours throughout the duration of the predoctoral contract, and no more than 60 hours per year. Likewise, the purpose of the contract will be postdoctoral guidance for a maximum period of 12 months (POP) after the doctoral thesis has been defended, as long as the doctoral degree is completed while the predoctoral contract is valid. Whatever the case may be, the total duration of the contract cannot exceed the maximum stated in section 5.4. The doctoral degree is considered to have been awarded on the date of the defence and approval of the thesis.

The pre-doctoral trainee research staff will be able to undertake research visits throughout the period of the grant, in both the pre-doctoral stage and the POP phase, at R&D centres other than the university so that they can take part in training activities, improve their thesis, and reinforce their research training.

5.3 Requirements

1. Be between 16 years old and the age of retirement.
2. Have the functional capacity to perform the functions of the job to be filled.
3. Not have been expelled for disciplinary reasons from the service of any of the public administrations, or be barred from carrying out public functions.
4. Not incur in any reason for incompatibility, according to the provisions of Law 53/1984, of 26 December, on incompatibilities of staff in the service of public administrations and Law 21/1987 on incompatibilities of staff of the administration of the Catalan government.
5. Not hold the title of doctor.
6. Be in possession of an official Spanish bachelor's degree, or equivalent, and university master's degree, or equivalent, provided that they have passed at least 300 ECTS credits

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between the two degrees.

Likewise, students who meet any of the following requirements may also be admitted:

- Be in possession of Spanish university degrees or equivalent Spanish degrees as long as at least 300 ECTS credits have been passed in total and accredit level 3 of the Spanish Higher Education Qualifications Framework.
 - Be in possession of a degree awarded by a foreign educational system that belongs to the European Higher Education Area (EHEA), which does not require homologation, and which accredits level 7 of the European Qualifications Framework provided that this degree gives access to doctoral studies in the country of issue. Under no circumstances does this admission imply the homologation of the qualification held by the interested party or its recognition for any purposes other than that of access to doctoral studies.
 - Be in possession of a degree awarded by a foreign educational system outside the EHEA, which does not require homologation, after verification by the university that it accredits an educational level equivalent to that of the official Spanish university master's degree and that it gives access to doctoral studies in the country of issue. Under no circumstances does this admission imply the homologation of the qualification held by the interested party or its recognition for any purposes other than that of access to doctoral studies.
 - Likewise, access can be granted to university graduates who, after obtaining a place as a trainee in the corresponding test for access to specialized healthcare training, are positively assessed on at least two years of training on an official degree programme for one of the specialities in Health Sciences.
 - Access can be granted to doctoral studies regulated by RD 99/2011 to graduates, architects or engineers who hold the Diploma of Advanced Studies obtained in accordance with the provisions of RD 77/1998, of 3 April, or who have obtained their research proficiency regulated by RD 185/1985, of 23 January.
7. Be [pre-registered, admitted or registered](#) in a URV doctoral programme associated with the projects listed in Annex I.

The candidates must satisfy these requirements at the latest by the last day of the period for presenting applications.

If, during the selection process, the selection committee believes there is sufficient reason, it may ask any of the candidates to prove that they fulfil all or some of the requirements for participation in the selection process.

5.4 Duration

PIPF contracts have a maximum duration of 4 years. In the event that candidates have previously been employed with a pre-doctoral contract, the duration of the contract may not exceed the maximum established in article 21.c) of Law 14/2011, of 1 June, of Science, Technology and Innovation.

PIPF contracts may be terminated at any time upon submission of a reasoned report by the thesis supervisor.

5.5 Amount

The minimum gross monthly remuneration of the contracts, established in accordance with article 7.3 of the State Research Agency which approves the call for advance processing for the year 2022 of the procedure for awarding grants to "Knowledge Generation Projects" and to actions for training pre-doctoral research staff associated with these projects as part of the State Plan for Scientific and Technical Research and Innovation 2021-2023, is of 17.222 euros for the 1st year,

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18.452 euros for the 2nd year and of 23.065 euros for the 3rd and 4th years. In any case, to establish the minimum gross remuneration per year, apart from the previous amounts, the provisions of article 7 of RD 103/2019, of 1 March, which approves the Statute of pre-doctoral trainee research staff, must be taken into account.

Article 12.3 of the Order of 30 December 2022 of the Ministry of Science and Innovation and the State Research Agency approved the 2022 call for advance processing of the procedure for awarding grants to "Knowledge Generation Projects" and actions for the training of pre-doctoral research staff associated with these projects, as part of the State Plan for Scientific, Technical and Innovation Research 2021-2023. The expenses resulting from visits to R&D centres and enrolling in doctoral courses will also be financed. The total amount of the grant will be 6,860 euros.

5.6 Submission of applications

People who meet the conditions to opt for one of the PIPF contracts must apply using the [online application form](#) attaching the following documentation electronically:

- Photocopy of a valid NIF, NIE or passport.
- Curriculum vitae
- Photocopy of the official academic degree or proof of payment that gives access to doctoral studies.
- Academic transcript of the bachelor's/licentiate/engineering degree in one of the following languages: Catalan, Spanish, English, French, Italian or Portuguese.
- Academic transcript of the master's degree in one of the following languages: Catalan, Spanish, English, French, Italian or Portuguese.
- Candidates who have studied all or party of their undergraduate studies outside the Spanish education system must submit, in addition, the declaration of calculated equivalence, in accordance with the provisions of the resolutions of 21 March 2016, 21 July 2016 and 18 September 2017 of the General Directorate of University Policy of the Ministry of Education, Culture and Sport, or other resolutions in force at the time of submitting the application and which can be obtained at the following [link](#).
- [Pre-registration, admission or registration](#) on a URV doctoral programme associated with the projects listed in Annex I.
- Other merits

All documentation must be submitted in the form indicated above before the deadline.

The person responsible for the application states that all the information and documentation provided is true and that he/she understands that not accrediting these requirements, any inaccurate, false or missing data in the documentation submitted or not submitting the corresponding documentation will make it impossible to continue with the procedure. All action taken will be null and void, without prejudice to any applicable criminal, civil or administrative responsibilities.

Under no circumstances will any qualification or merit that has not been accredited in the manner stipulated in these conditions be taken into account.

Deadline for submitting applications: **23:59 (CEST) on 13 October 2023 inclusive.**

5.7 List of admitted and excluded candidates

Once the deadline for presenting applications has expired, a provisional list of candidates who have been admitted and excluded will be published on the [URV's website](#), if necessary, specifying the reason for exclusion.

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Within 10 working days, applicants may amend their application using the [online application form](#). After this deadline, the definitive list of admitted and excluded candidates will be published in the same place as the provisional list.

Material errors can be amended at any time.

5.8 Assessment, prioritization and selection

The research groups will set up the committees that have to assess the applications submitted for each contract. These committees will have three full members and three substitute members who are all members of the department's permanent teaching and research staff and who meet the URV's requirements to supervise doctoral theses.

The commissions that assess the applications will be chaired by the principal investigator responsible for the position on offer as long as there is no [conflict of interest](#).

Each committee will use the following criteria and subcriteria to propose the allocation of places:

Criterion 1. Academic and/or scientific/technical history of the candidate (up to 50 points)

Subcriterion 1.a): Scientific-technical contributions (up to 45 points).

Candidates will be assessed on the basis of their academic record and other curricular merits as well as the suitability of their education and professional experience to their future duties.

Subcriterion 1.b): Mobility and internationalisation (up to 5 points).

The relevance and impact of time spent in national and international centres and/or in the industrial sector on the candidate's research career will be assessed. The prestige of the organization visited and the activity undertaken there will be considered.

Criterion 2. Suitability of the candidate to the research activities to be undertaken (up to 50 points).

The suitability of the candidate for the program, project or research activities to be undertaken will be assessed in terms of their education and experience. Therefore, the added value that the project will have for their research career, as well as the value it will have for the institution and the research group, will be taken into account.

Likewise, the commissions will agree on a prioritized list of positively assessed candidates. The lists of those people selected and those in reserve will be published on the website of the call and will respect the [regulations on the Protection of Personal Data](#).

After examining the proposed assignation of contracts, the rector will pass a resolution in which he/she will appoint a candidate for each contract in the order proposed by the Departmental Council until all the contracts up for tender have been awarded. The competition may be declared void.

Should one of the proposed candidates renounce or not sign the contract, the first candidate, on the prioritised list drawn up by the selection committee can be recruited as long as the duration and conditions of the contract established by the call and the regulations governing the application can be respected.

5.9 Recruitment

From the day after the date on which the commission's proposal is published, the proposed candidates will have 2 working days to get in touch with the Human Resources Service via the [online application](#) to accept or reject the grant. Those candidates who have been selected and who accept the grant can also send the relevant documentation so that they can sign the

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corresponding contract via the online form. Should the proposed candidate not submit the documentation within two days, it will be assumed that he/she has rejected the grant.

The contract signed will be a full-time, fixed term, predoctoral contract (trainee predoctoral research staff), in accordance with article 21 of Law 14/2011, of 1 June, on Science, Technology and Innovation, modified by Law 17/2022, of 5 September. Successful candidates will be registered with the general regime of the social security system.

The person recruited will have the same rights as the rest of the URV workers, according to what is established in the revised text of the Workers' Statute Law, approved by RDL 2/2015 of 23 October and in the employment contract specific to the research project.

The candidates selected must necessarily **start work on 1 December, 2023**. Failure to join on this date will mean renouncing the contract, unless the vice-rector of research authorizes a later start date for reasons of force majeure. In this case, candidates must start work at the latest on 1 January 2024.

To be able to enter into a contract, candidates must be [enrolled](#) full-time in a URV doctoral programme connected to the projects listed in Annex 1. As stated in the Academic and Registration Regulations for Doctoral Programmes, in order for students to be admitted to and enrolled in a doctoral programme, they must [preregister beforehand](#) before the deadline set by the university. At the following link you can find [the doctoral schedule for the academic year 2023/2024](#).

When the candidates are from non-EU countries, they must comply with the legal requirements necessary for recruitment and for affiliation to the Social Security at the latest by the date set by this call for starting work.

5.10 Renunciations and substitutions

If the beneficiary wishes to renounce the grant, he/she must notify the Human Resources Service in writing with at least 15 days' notice. This notification must state that the student voluntarily renounces the grant and give the date as from which he/she wishes to withdraw.

If, during the period of the grant, the contract is terminated or the person recruited withdraws, the beneficiary entity may assess, select and recruit another person, in compliance with the stipulations of article 12 of the Order of 30 December 2022 of the Ministry of Science and Innovation and of the State Research Agency, the applicable employment legislation and RD 103/2019, of 1 March.

5.11 Incompatibilities

Benefiting from these contracts is incompatible with the predoctoral research staff holding any other employment contract and receiving any other salary, when it is in detriment to the aim of the research and educational process and/or with receiving any other grants with a similar purpose.

5.12 Publicity

The publications and other results deriving from the pre-doctoral trainee contract must cite, in the appropriate section, the funding of the Ministry of Science and Innovation, the State Research Agency and the EU FEDER, and the grant (PROJECT REFERENCE Project funded by MCIN/ AEI / 10.13039/501100011033/ FEDER, UE) and the URV.

5.13 Others

The award of a PIPF contract does not imply a commitment of any sort on the part of the receiving department regarding the subsequent employment of the trainee predoctoral researcher. In accordance with the URV's Regulations on Industrial and Intellectual Property, approved by the

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Governing Council on 30 April 2009, modified by the Governing Council on 22 February 2018 and 7 May 2020, the intellectual property of a literary, artistic or scientific work belongs to the author for having created it, although the University has rights of use, unless there is an agreement stating otherwise.

Predocctoral researchers will observe ethically recognized conduct and fundamental ethical principles appropriate to their research. The research carried out must comply with the ethical principles of the EU, national and international regulations, and the [Charter of Fundamental Rights](#) of the EU. The URV has drawn up a "[Code of good practices in research, training for research, development and innovation of the Universitat Rovira i Virgili](#) ", which must be used as a guide to ensure good practices for excellence in research.

5.13 Interpretation

It is the responsibility of the vice-rector of research to clarify any doubts in the interpretation of these conditions in cases of conflict in the application.

5.14 Complaints

Any interested party may lodge an administrative appeal against this process of tender and its conditions at the Administrative Court in Tarragona within two months, counting from the day after notification is received. An appeal for reversal can also be made to the Rector of the URV prior to the administrative appeal and within one month of the day after notification.

Likewise, interested parties can appeal to the rector of the URV against the actions of the committee within one month of having been informed of this decision. This appeal will be understood to have been rejected if the university administration publishes no resolution regarding the appeal within three months after it has been lodged. The opportunity to lodge an administrative appeal at the Administrative Court of Tarragona will expire six months from the day after the appeal lodged with the rector has been rejected. If a resolution is published in response to the appeal lodged with the Rector, the interested party will have two months starting from the day after they have been notified of this to lodge an administrative appeal.

Likewise, interested parties may lodge any other appeal they deem necessary to defend their interests.

Tarragona, 25 September 2023

Basic information on data protection

INFORMATION ON PERSONAL DATA PROTECTION	
Data controller	The controller of all personal data is the Universitat Rovira i Virgili, tax number Q9350003A, with its registered headquarters at Carrer de l'Escorxador, s/n, 43003 Tarragona.
Purpose	Management of the staff selection process and covering vacancies for the University.
Rights	Data subjects have the rights of access, rectification, erasure, portability, limitation and opposition to processing and can exercise these rights by writing to the General Registry of the URV at the address of its registered headquarters or submitting the request to the University's General Registry in person or online in accordance with the procedure described at https://seuelectronica.urv.cat/registre.html .
Further information	Data subjects can find additional information about the processing of personal data in the document entitled <i>Provisió i selecció de llocs de treball</i> (Covering vacancies and selecting staff) and about their rights at the URV's Processing Activities Registry, which is published at https://seuelectronica.urv.cat/rgpd where they will also find the URV's Privacy Policy. They can also ask our data protection officers any questions they may have about personal data protection at the email dpd@urv .