

**REGULATIONS FOR THE AWARDING OF SCHOLARSHIPS,
PHD GRANTS AND INTERNSHIPS
ABROAD FOR TRAINING PURPOSES**

Approved by Administrative Council Resolution no. 30-2025 of 27 March 2025

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TITLE I - SCOPE AND DEFINITIONS

Article 1 - Purpose

This Regulation is adopted pursuant to the legislation in force regarding training instruments and specifically pursuant to Art. 4 of Law No. 210/1998, as amended by Art. 19 of Law No. 240/2010 and by Law No. 398 of 1989, as well as in accordance with the Guidelines contained in the European Charter for Researchers.

This Regulation establishes the general criteria and eligibility requirements for the awarding of study and research scholarships, PhD Grants, and internships abroad, with funds from CREA allocated to research activities or financed with funds from external national or international entities/organizations. In the latter case, the training instruments must be explicitly provided for in the research projects and/or in the research agreements that govern the relationships between CREA and the funding bodies.

With this Regulation, CREA intends to counter the phenomenon of repeated precarious employment using training instruments whose sole purpose is to develop and expand knowledge previously acquired during higher or University education and translate it into professional skills.

For the purpose of this Regulation:

- *Study and research scholarship* (hereinafter also “scholarship”) means the funding granted to entitled subjects in order to allow them to continue and complete their training through the in-depth study of specific research and/or technological topics. Scholarships are awarded to young people holding a high school diploma or a university degree in disciplines related to the research field covered by the scholarship;
- *PhD Grant* means the funding granted to a doctoral student during the period of study;
- *Internship abroad* means the period spent by the interested party at a foreign institution in order to acquire knowledge useful for research activity.

TITLE II - STUDY AND RESEARCH SCHOLARSHIPS

Article 2 - Recipients, access requirements

The study and research scholarship is funding granted to entitled persons in order to allow them to continue and complete their training through the in-depth study of specific study, research and/or technological topics, with the aim of providing young people with a tool to carry out studies, research, or training activities in CREA's institutional sectors.

The contract through which the scholarship is awarded following the selection procedure does not give rise to any employment relationship with CREA, nor to rights regarding access to its staff positions, nor to social security or welfare benefits.

The scholarships referred to in this Title are reserved for Italian or foreign citizens who have not reached the age of thirty-eight at the deadline date of the call for applications and who hold the qualification required by the call, adequate for the implementation of the specific program covered by the scholarship, as well as all other requirements specified therein.

As an access requirement, one of the following qualifications may be alternatively requested:

- second-level academic diploma: University Diploma or Specialist Degree or Master Degree;
- first-level academic diploma: Bachelor Degree;
- upper secondary school diploma (high school diploma).

For foreign citizens, the required qualification must be recognized as equivalent in Italy by the competent authority, through the procedure of recognition judgment for this purpose.

Those who may participate in the selection have not previously entered into fixed-term contracts, coordinated and continuous collaboration contracts, or other self-employment contracts, temporary contracts, research grants/research contracts, or other scholarships with CREA for a period of time which, added to the duration of the scholarship put out to competition, does not exceed 36 months.

Article 3 – Call for applications

The study and research scholarships are awarded following a selection procedure carried out by a special Committee, according to the procedures set out in a specific public selection notice, based on qualifications and an interview examination, and on the mandatory test for verifying knowledge of basic information technology and the English language, as well as a possible test in a second language chosen by the candidate among those admitted within the EU (French, German, and Spanish).

The selection notice is issued by decision of the Director of the Center holding the funds for carrying out the research activity.

The call must necessarily indicate the minimum access requirement to the selection among those specified in Art. 2. Therefore, different calls must be announced depending on the educational qualification required for access.

The call may establish additional admission requirements, but under no circumstances may possession of a doctoral degree, nor having previously been a beneficiary of other research scholarships issued by CREA, be required as an access qualification or as a preferential qualification.

All admission requirements must be met by the date of deadline of the call.

The call may also provide, where adequate financial coverage exists, for a period of partial implementation of the activity at a foreign research institution.

The deadlines for submitting applications for participation may not be less than ten days.

The call must specify the methods for transmitting applications. Electronic methods of submission and receipt of applications may be foreseen. Such methods will be made mandatory in the event of subsequent

legislative provisions making them obligatory also for this type of procedure. In any case, the candidate must have a certified electronic mail address (PEC) registered to him/her, or, in the case of foreign citizens, an equivalent means or, failing that, a regular email address.

For each scholarship, the role of a scientific supervisor (Tutor) is envisaged.

The call must, in any case, contain detailed information regarding:

- the number of scholarships offered;
- the admission requirements for the selection;
- the tests to be carried out;
- the criteria for the evaluation of qualifications and tests;
- the theme, subject, and purpose of the research, the project concerned, the relevant scientific sector or sectors in which the research activity will be carried out;
- the duration of the scholarship and any possibility of renewal pursuant to Art. 4;
- the deadlines and methods for submitting applications for participation;
- the documentation to be attached to the application (curriculum vitae and substitute declarations of certification or substitute declarations of affidavit pursuant to Arts. 46 and 47 of Presidential Decree No. 445/2000 and subsequent amendments and integrations);
- the Tutor under whose supervision the grantee will be called upon to carry out the study and research activity;
- the indication of the cost of the scholarship;
- detailed information on the specific functions, payment methods, and rights and duties relating to the position.

The annual cost of the scholarships, where not expressly provided by the funding body, is established by the call.

The cost of insurance coverage relating to accident and civil liability risks is borne by CREA.

The call and the subsequent awarding of the scholarship take place in compliance with the principles of publicity, transparency, and efficiency. Therefore, the notice must be adequately disseminated through publication on the CREA website and by any other means prescribed by law and by the funding bodies.

The scholarship is awarded by decision of the Director of the Center.

The successful candidate is notified via certified electronic mail or another suitable means held and indicated by the candidate in the application.

Article 4 - Duration and renewal

The scholarship must be awarded for a period appropriate to the study and/or research needs connected to the activity covered by it. The duration may not exceed the expiry date of the research project or of the funding program within which it is provided.

Scholarships may have a duration of a minimum of 6 months and a maximum of 24 months. For scholarships with a duration of less than 24 months, an extension may be granted by specific provision, without prejudice to the overall maximum limit of 24 months.

It is possible to renew the scholarship, in compliance with the requirements and limits established in Art. 2 of this Regulation.

Article 5 - Examination Committee

For each selection, after the deadline for the submission of applications has expired, an Examination Committee is appointed by decision of the Director of the Research Center that issued the call for applications.

The Examination Committee is normally composed of three members who are experts in the relevant field of research, that is, a chairperson and two members, ensuring gender balance, except in cases of justified impossibility. Alternates may be appointed both for the Chairperson and for the two members, to intervene in case of impediment of the official members. In the case of the appointment of external members, they must be chosen from among the experts listed in the Register published on the CREA website.

The Tutor is preferably appointed as a member of the Committee.

Additional members may be appointed to verify knowledge of the English language, basic information technology, and, where applicable, the possible second foreign language indicated by the candidate.

With specific reference to the characteristics of the scholarship to be awarded and in line with what is provided in the related call, the Committee shall first establish the criteria and parameters to be followed for the evaluation of the candidates.

The evaluation of qualifications takes place after the interview examination.

The Committee may make use of telematic tools for collegial work.

Article 6 - Evaluation of qualifications and interview

The selection is carried out based on qualifications and an interview. The call may provide for a possible test in a second language chosen by the candidate among the languages admitted within the EU (French, German, and Spanish), indicated by the candidate. For foreign citizens, knowledge of the Italian language must be verified.

The Committee has a total of 30 points at its disposal, of which:

- 20 points for the interview. The interview concerns general subjects related to the theme of the scholarship, the experience gained, publications or documents possibly submitted by the candidate, and any further requirements established by the related call. The interview shall be deemed passed with a minimum score of 12 points.

During the interview, knowledge of the English language, basic information technology, and the possible second foreign language, as well as knowledge of the Italian language for foreign citizens, is also verified. These assessments constitute a suitability evaluation and do not contribute to the interview score.

- 10 points for qualifications, divided as follows:

a) degree grade or diploma grade (in the case of scholarships requiring a diploma as an access requirement)	<u>max</u> 3 points
b) publications – up to 3 publications indicated by the candidate	<u>max</u> 3 points
c) qualifications and certificates relating to the research or technological sector, including: <ul style="list-style-type: none">o post-degree or post-diploma training or specialization courses (in the case of scholarships requiring a diploma as an access requirement), in relation to their duration;o scholarships, in relation to their duration;o qualifications higher than the one required for access (e.g. University degree, doctorate);o research grants, research or professional assignments of a duration of at least six months;o seminar activities and oral presentations on studies and/or research	<u>max</u> 4 points

Any sub-criteria for the evaluation of qualifications must be defined by the Committee during the first meeting.

The date and place of the interview are communicated via certified electronic e-mail (PEC) or another suitable means. Such communication shall have the effect of official notification also for the purposes of exclusions due to lack of possession of requirements.

The results of the interview must be made known to the candidates before the evaluation of qualifications, through communication via PEC or another suitable means.

Article 7 - Final ranking

Once the qualifications have been evaluated, the commission draws up the ranking merit on the basis of the total score, given by the sum of the score attributed to the qualifications and the score of the interview.

In the event of equal total score, precedence in the ranking is given, in the following order:

- a) the candidate with the highest interview score;
- b) the candidate with the highest grade of the educational qualification (access requirement);
- c) the candidate who, in the event of equal merit and equal qualifications, results in the winner on the basis of the preference qualifications referred to in art. 5, paragraph 4 of Presidential Decree no. 487 of 1994 and subsequent amendments;
- d) in the event of further equality, the youngest candidate.

The Director of the Centre verifies the regularity of the procedure, approves the acts transmitted by the Committee and appoints the winner(s).

The candidates included within the number of scholarships made available in the competition, according to the order of the formed ranking, are declared winners. Winners are informed about the ranking via PEC (certified e-mail).

Adequate publicity must be given to the final ranking on the CREA website and by any other obligatory or suitable means, with indication of the names of the winners only and obscuring of the names of the eligible candidates. The names of the eligible candidates will be made public only in the event of scrolling the list. The rankings are usable within the duration foreseen for the scholarship put out to tender. These rankings may possibly be used, within the aforementioned term, solely and exclusively for the awarding of scholarships that concern the same type and the same research topic as the scholarship.

In case of renunciation during the course of the scholarship, the final ranking may be used for the awarding of the same to the candidate suitably placed in the ranking after the winner, provided that the residual period of the scholarship is not less than six months.

Article 8 - Acceptance, suspension, forfeiture and renunciation

The candidate appointed as winner must transmit, within 15 days from the communication of appointment, a declaration of acceptance of the scholarship and any other document deemed necessary also for the purposes of the tax classification of the scholarship holder, under penalty of forfeiture of the right.

The disbursement of the scholarship is suspended during the period of compulsory maternity or paternity leave, within the limits provided for by current legislation on the protection and support of maternity and paternity (articles 16, 16-bis, 17 and 28 of Legislative Decree 151/2001), or in cases of unavailability due to serious health reasons for a consecutive period of more than two months per year, in proportion to the duration of the scholarship.

Such cases do not entail the loss of the right to complete the study/research activity and, in such cases, the duration of the relationship is extended for a period equal to that of the suspension. The activity will in any case be considered concluded and the scholarship considered forfeited upon the expiry of the scheduled term, or, where the training instrument is related to the implementation of a research project, upon the expiry of the latter.

The scholarship holder who, after having started the planned activity, does not continue it without justified reason, regularly and uninterruptedly for the entire duration, or who is responsible for serious and repeated shortcomings, or who, finally, proves not to possess sufficient aptitude, may be declared forfeited by provision of the Director of the Centre in question, upon motivated request of the Tutor.

If the scholarship holder, due to supervening personal reasons, cannot complete the planned activity and therefore renounces the scholarship early, he/she must promptly notify the Director of the Centre and the Tutor. The scholarship holder is required to give a notice period of 30 days. In the event of lack of notice and in the absence of a serious reason, the Centre has the right to withhold from the scholarship holder an amount corresponding to the remuneration for the period of notice not given.

Article 9 - Incompatibility

Without prejudice to the access limits referred to in art. 3 of this Regulation, the scholarship is not compatible with:

- a) other scholarships awarded for any reason, with the exception of those granted by national and foreign institutions useful to integrate the research activity of the scholarship holder with stays abroad;
- b) research grants and/or research contracts;
- c) enrollment in degree, doctoral or specialization courses if the attendance obligations of said courses do not allow to carry out the project activities and when they are connected to the enjoyment of grants;
- d) subordinate public or private employment relationships, even fixed-term, without prejudice to the possibility, in the case of public employees, that the scholarship holder may be placed on extraordinary leave for study purposes without salary;
- e) self-employment activities, including quasi-subordinate activities, that may constitute a conflict of interest with the institutional purposes and/or harm CREA in relation to the activities carried out;
- f) kinship or affinity, up to the fourth degree, with the Tutor of the scholarship, with the Director or with an employee of the Centre issuing the scholarship.

Occasional collaborations do not constitute a reason for incompatibility.

The scholarship holder must sign a special substitutive declaration of affidavit concerning the absence of situations of incompatibility and conflict of interest and undertakes to promptly communicate any new situations that may arise.

The scholarship does not in any way constitute an employment relationship and does not give rise to rights regarding access to positions.

Article 10 - Performance and evaluation of the activity

The scholarship holder carries out the activity established in the call in conditions of autonomy in agreement with the Tutor, without predetermined working hours.

The scholarship holder is required to start the activity on the scheduled date and to perform the activity regularly and without interruption for the entire duration of the scholarship, according to the directives given by the Tutor.

The scholarship holder must submit annually, or at the end of the scholarship in case it has a duration of less than 12 months, a report to the Tutor, who in turn is required to forward it to the Director of the Centre, together with his/her own assessment of the activity carried out.

In the event of a negative assessment of the activity performed, the Tutor sends a motivated report to the Director of the relevant Centre; the latter will proceed with the acts within his/her competence for the forfeiture of the scholarship.

TITLE III - PHD GRANTS

Article 11 - Nature

The PhD is a post-graduate University course that offers specialized training aimed at carrying out high-level research activities; it represents the highest level of education in the Italian academic system, aiming to provide scientific skills and knowledge relating to the field of research. The PhD has a duration of not less than 36 months.

In some cases, research bodies participate in and finance PhD courses through PhD grants or participation in PhD grants, in particular when PhD courses are established by Consortia between Universities and public research bodies; in such cases, the issuing of the related academic degree is nevertheless carried out by the University institutions.

CREA, pursuant to art. 4, paragraphs 3 and 4 of Law 210/1998 as amended by art. 19 of Law 240/2010, may:

- a) establish or participate in Consortia with Universities and public and private research bodies of high qualification for the establishment of PhD courses;
- b) enter into agreements with the University to activate “PhD grants” and “grants for post-doctoral research activities” which must take place wholly or partly at its Research Centres.

The agreements are stipulated by the President of CREA, upon proposal of the Director of the interested Research Centre.

The agreement may provide that CREA bears the cost of financing the PhD grant and in such case the methods of use of the PhD grant must be regulated.

In the event that CREA enters into agreements with the University, the financing of the PhD grant may be borne by external funding bodies, or wholly or partly by CREA. The agreements must regulate the times and methods of carrying out the collaboration activity and the conditions for the use of CREA's facilities and equipment.

Article 12 - Agreements with Universities

The Universities, consortia or in agreement with CREA, issue a specific call for the activation of PhD grants within the Doctoral Schools and Courses of interest to CREA, managing the public selection by examination taking into account the criteria contained in the agreement signed with CREA.

In the case of PhD courses financed by CREA, CREA proposes its own experts for the Board of Lecturers, as provided for by current legislation. The Agreements may also provide for the involvement of CREA researchers as lecturers of the same PhD courses, as well as the stay of PhD students at CREA's premises for a period proportionally not less than the share of funding provided by CREA, net of the periods envisaged for participation in courses or stays abroad agreed between the parties.

Insurance coverage, with regard to accident risks and civil liability, is ensured by the University.

TITLE IV - SHORT MOBILITY FOR INTERNSHIPS OF RESEARCHERS AND TECHNOLOGISTS IN RESEARCH FACILITIES AND ABROAD

Article 13 - Scope, purpose and requirements

Within the framework of the financial resources available for staff training and specifically allocated by the Administrative Council, CREA may activate internships at qualified foreign institutions, aimed at the scientific and methodological updating of its researchers and technologists in research and technological sectors of interest to CREA, also with the objective of strengthening the network of relations between CREA staff and European and international Universities and Research Centres.

The foreign institutions that may be involved are Universities and/or scientific and research institutions, public or private, of recognized scientific prestige.

For such mobility, it is not required as a prerequisite that there be an existing inter-institutional agreement with CREA; however, it is possible to benefit from an internship at European and non-European institutions with which bilateral agreements are in force, for which an additional score is awarded.

The host institutions or organizations must be identified and contacted by the candidate.

The host institution, if available to host a staff unit in training mobility, is required to commit to ensuring a training program consistent with the candidate's professional path.

Internships abroad are reserved for CREA staff with the professional profile of researcher and technologist, levels III-I, employed on permanent or fixed-term contracts (if the fixed-term contract provides for the possibility of carrying out missions abroad and if the mobility takes place during the period in which the contract is in force), who may access them according to the procedures governed by the selection calls and on the basis of the Scientific Activity Program to be carried out at the host foreign institution submitted.

Article 14 - Duration

The periods of internships may have a maximum duration of 180 days, excluding travel.

Article 15 – Selection call

Mobility abroad is granted following a selection procedure carried out by a special Commission.

The selection call is issued by provision of CREA's Director General.

All requirements for admission to the submission of applications must be met by the deadline for the submission of applications.

The deadlines for the submission of applications for participation may not be less than ten days.

The call must specify the procedures for the submission of applications for participation.

Telematic methods for sending and receiving applications may be foreseen. Such methods will be made mandatory in the event of new legislative provisions that make them obligatory also for this type of procedure. In any case, the candidate must have a certified e-mail address (PEC) registered in his/her name.

The call must contain the following minimum information:

- the access requirements;
- the minimum and maximum duration of the stay;
- the evaluation criteria and the list of any foreign institutions having a preferential nature;
- the deadlines and methods for submitting the applications for participation;
- the documentation to be attached to the application for participation.

The following must always be attached to the application:

- the program of activities to be carried out during the internship abroad containing the objectives, the added value of the mobility, the content of the training activity and the expected results in terms of improvement of the services of competence carried out at CREA, the reasons underlying the choice of the host institution;
- the indication of the expected costs, taking into account the eligible costs for travel and stay under the CREA Regulation in force concerning missions and related annexes;
- the declaration by the host institution expressing its interest in the proposed training and research activity program and confirming its availability to host the beneficiary during the indicated period and to provide him/her with the necessary technical and operational means to carry out the activity;
- the authorization (nulla osta) of the Director of the Research Centre or of the Manager of the Central Administration;
- curriculum form containing brief description of the work activities carried out in the last two years, list of training courses, publications and other qualifications relating to the activity covered by the program and relating to the two years preceding the publication of the call.

Article 16 - Commission and criteria for the evaluation of applications

For each call, an examining Commission is appointed by provision of the Director General.

The Commission is normally composed of three members who are experts in the relevant research sector, namely a Chair and two members, ensuring gender balance, unless justified impossibility. Both for the Chair and for the individual members, alternates may be appointed, who intervene in case of impediment of the official members.

The Commission preliminarily adopts the specific criteria and parameters to be followed for the evaluation of the candidates.

The Commission may make use of telematic tools for collegial work.

The Commission preliminarily evaluates the correspondence of the expected costs with the reimbursable amounts depending on the distance and the daily allowance.

The programs for short-term mobility abroad submitted will be evaluated on a scale of thirty according to the following criteria, in order of importance:

- relevance of the submitted program to the scientific mission of the Centre/Office to which the employee belongs and in particular to the activities actually carried out by the employee;
- scientific relevance of the expected results and degree of innovation of the proposed program;
- overall evaluation of the curriculum form;
- possession and level of certification relating to knowledge of the language of the host country;
- stays abroad at European and non-European Institutions with which bilateral agreements are in force.

The calls may provide additional evaluation criteria, if deemed necessary.

In the event of equal merit, preference will be given to the candidate who has not benefited from short-term mobility programs abroad in the last five years.

In the event of a further tie, preference will be given to the youngest candidate.

The calls may provide for further evaluation criteria, if deemed necessary.

In the event of equal merit, preference will be given to the candidate who has not benefited from short-term mobility programs abroad in the last five years.

In the event of further equality, preference will be given to the younger candidate.

Candidates will be admitted to funding according to the order of the merit ranking and up to the limit of the funds allocated (for this purpose, reference will be made to the amount of the “Expected Costs” indicated by each candidate, already previously evaluated on the basis of the CREA Regulation for missions).

Having already benefited from a stay abroad pursuant to this Regulation does not constitute a merit factor in the evaluation of qualifications.

The Commission draws up the ranking with the indication of the data and the total score obtained by each candidate, approved by provision of the Director General and published on the CREA website with indication of the total score obtained by each candidate and the names only of the winners. All candidates are also notified of the entire ranking via PEC.

Article 17 - Final scientific report and reimbursement of living expenses abroad

During the stay abroad for the performance of the internship, the beneficiary will be entitled to the economic treatment defined in the call.

At the end of the internship, the beneficiary is required to submit a scientific report on the research activity carried out and, on the results, achieved. Such report will be subject to evaluation by the Commission.

TITLE V - COMMON PROVISIONS

Article 18 – Intellectual property

The holders of the contracts referred to in this Regulation make use, for the performance of their activity, of the premises and equipment of the assigned Research Centre and benefit from the services of CREA staff in compliance with the regulations of CREA.

All possible industrial and intellectual property rights deriving from the activities in which they may in any way participate shall be the exclusive property of CREA. Without prejudice to what is provided by copyright law and without prejudice to the moral right to be recognized as inventors, CREA is also the exclusive holder of the patrimonial rights deriving from the inventions achieved.

Article 19 - Processing of personal data

The controller of personal data is CREA.

The submission of the application for participation in the selection procedure entails the processing of personal data for the purposes of managing the procedure itself, in compliance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data, as well as on the free movement of such data, and repealing Directive 95/46/EC, and Legislative Decree no. 196/2003, as amended by Legislative Decree no. 101/2018.

The personal data will be used exclusively for the pursuit of institutional purposes; in particular, the data will be processed for purposes connected and instrumental to the performance of the procedures provided for by this Regulation and for the preparation of any further related acts, also through the use of computerized procedures, in the ways and limits necessary to pursue such purposes.

Processing also takes place through the use of software in use for the management of the selection tests, indicated in the call, for the time necessary to carry out the selection procedure and all related obligations.

All personal data collected in the software for the purpose of participating in the related recruitment process, at the time of submission (through a specific mark by the interested party), assume the value of a substitutive declaration of certification pursuant to art. 46 of the consolidated text referred to in Presidential Decree no. 445/2000.

The legal basis of the processing is to be found in art. 6, paragraph 1, letters c) and e), in art. 9, paragraph 2, letter b), of the Regulation and in arts. 2-sexies, paragraph 2, letter dd), and 2-octies, paragraph 3, letter a), of Legislative Decree no. 196/2003.

The provision of such data is mandatory also for the purpose of verifying the possession of the requirements for participation, under penalty of exclusion from the procedure.

The data provided are collected at CREA and at the offices where the competition procedures will take place for the purpose of managing this procedure and are processed by the people authorized and appointed for the competition procedure.

Candidates are granted the rights referred to in arts. 15 et seq. of the aforementioned Regulation (EU) 2016/679, in particular the right to access their personal data, to request their rectification and the

limitation of processing, by submitting requests to CREA, with registered office in Rome, CREA – Council for Agricultural Research and Analysis of Agricultural Economics, located in Via della Navicella no. 2/4, 00184 Rome.

People who believe that the processing of personal data concerning them takes place in violation of the provisions of Regulation (EU) 2016/679 have the right to lodge a complaint with the Supervisory Authority, as provided for by art. 77 of the Regulation itself, or to bring proceedings before the competent judicial authorities (art. 79 of the Regulation).

The Data Protection Officer (DPO) can be contacted at the following address: responsabileprotezionedati@crea.gov.it

Article 20 - Entry into force and repeals

This Regulation, approved by the Administrative Council with Resolution no. 30-2025 adopted in the meeting of 27 March 2025, enters into force from the day following its publication on the CREA website.

As from the entry into force of this Regulation, the Regulation for the awarding of scholarships, research grants, doctoral research scholarships and study stays abroad, approved with Board Resolution no. 80-2018 and amended with Board Resolution no. 71-2021, is repealed.