



ITN 2020 Coordinator's Info Day

RECRUITMENT

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is not legally binding



Content

1. Eligibility of researchers
2. Recruitment & working conditions
3. Charter and Code for Researchers
4. Don'ts!

1. Eligibility of researchers

Attracting global researchers

“The researchers may be a national of a Member State, of an Associated Country or of any other third country”

- **Mobility rule**

- The researcher must not have resided or carried out his/her main activity (work, studies, etc.) in the country of his/her host organisation for more than **12 months in the 3 years** immediately prior to his/her recruitment.
- Short stays, such as holidays, are not taken into account.
- **Exceptions International Organisations:** Eligible researcher must not have spent more than 12 months in the 3 years immediately prior to the date of selection in the same appointing international organisation.

Refugees and ITN mobility rule

The annotated Grant Agreement V5.2 of 26.06.2019 states:

“Short stays (such as holidays), compulsory national services (such as mandatory military service) and procedures for obtaining refugee status under the Geneva Convention are NOT counted” (page 458)

http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amga/h2020-amga_en.pdf

[1] 1951 Refugee Convention and the 1967 Protocol.

EU Sanctions compliance in the MSCA

Nationals of or residents in some countries, and for **particular scientific fields**, against which EU restrictive measures are in place, may be subject to EU sanctions

- Most sanctions are enacted through EU Regulations, which are directly applicable, i.e. **each beneficiary needs to ensure compliance with them.**
- The REA is entitled to **request clarification** for MSC researchers who are nationals of countries subjected to EU sanctions and doing research in **particular fields (scientific) or raising specific ethics issues (dual use/misuse).**
- A list of these countries can be found here:

<https://sanctionsmap.eu/#/main>

- In case of doubt, contact your PO for further instructions.

A photograph of two women in profile, looking at a large map they are holding. The woman on the left is wearing a pink sweater and the woman on the right is wearing a blue jacket. They are outdoors, with a blurred background of greenery and a building.

Eligible researchers



Early Stage Researchers (ESR)

- ESR shall at the date of recruitment by the host organisation, be in the first four years* (full-time equivalent research experience) of their research careers and have not been awarded a doctoral degree.
- Duration of recruitment: min 3 to max 36 months (typical recruitment: 36 months).
- Any nationality

** is measured from the date when a researcher obtained the degree which would formally entitle him or her to embark on a doctorate, either in the country in which the degree was obtained or in the country in which the researcher is recruited, irrespective of whether or not a doctorate is or was ever envisaged*



Doctoral Training



- In case the ESRs are enrolled in a doctoral programme leading to the award of a doctoral degree in a country where the duration of PhD study is formally 4 years

the participant is strongly encouraged to find **additional funding from other sources** in order to fund the 4th year of doctoral studies.

Date of recruitment

‘Date of recruitment’ means the first day of the employment of the researcher for the purposes of the action.

(i.e. the starting date indicated in the employment contract/equivalent direct contract).

The Agency may however exceptionally accept a different date, if it is linked to the recruitment and justified (e.g. by differences in the employment procedure in the country of recruitment).

2. Recruitment & working conditions

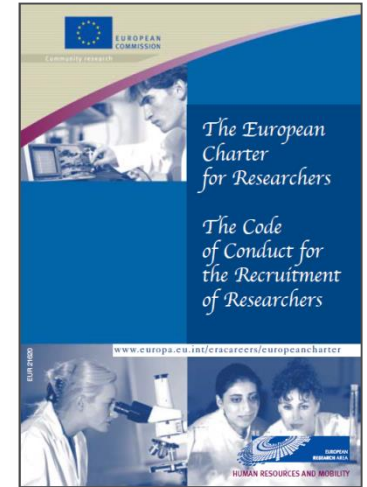
Recruitment process ⁽¹⁾

- Advertise and publish vacancies **internationally**
 - Beneficiaries must publish vacancies as widely as possible
 - Obligatory publication in the EURAXESS Jobs Portal
- Follow **an open, transparent, impartial, equitable and merit-based** recruitment procedure.
- Ensure that **no conflict of interest** exists in or arises from the recruitment (family, economic interest, emotional life, ...).



Recruitment process (2)

- The recruitments have to be in accordance with the **European Charter and Code of Conduct** for the Recruitment of Researchers.
- The same principles should be followed for all recruitments during the lifetime of the project.
- Use public sites to advertise the vacancies and give maximum exposure (EURAXESS, organisation sites etc).



Recruitment process ⁽³⁾

Best practice: Networks have reported good results with central recruitment (all beneficiaries participate)

- The consortium should agree on drafting and advertising the vacancies.
- Use a common recruitment platform for receiving applications.
- For the best candidates, organise an onsite recruitment event.

Recruitment process (4)

- **What records do we need to keep in case of an audit?**

All documents to prove an **open, fair, transparent and equitable recruitment process**

- **Indicative Audit Programme**

http://ec.europa.eu/research/participants/data/ref/h2020/other/gm/audit/h2020-iap_en.pdf
(ITN as from page 112)

- **List of supporting documents for Audit**

https://ec.europa.eu/research/participants/data/ref/h2020/other/gm/audit/h2020-loa-annex1a_en.docx

Recruitment and working conditions (Art. 32)

The beneficiaries must recruit each eligible researcher

under an employment contract / equivalent direct contract with equivalent benefits and social security coverage.

- Contract with the researcher must reflect the requirements mentioned in the GA and be confirmed via the Researcher Declaration.
- Researchers shall be duly informed of their rights and obligations as MSC researchers, and shall receive copy of the GA (in particular Description of Action).

Recruitment and working conditions (Art. 32)

General principle:

- The recruiting beneficiaries host the researchers at their premises and provide training as well as the necessary means for implementing the action (except for EID and EJD where the flexible recruitment rule applies).

Reminder

ONLY BENEFICIARIES CAN RECRUIT THE RESEARCHERS

If entities with legal or capital link are involved in the project, they can host and train researchers (even during secondments) but they **CANNOT** recruit.

Recruitment and working conditions (Article 32)

- General principle:
 - Ensure that a **personal career development plan** is established and support its implementation: the document should be agreed and signed by the supervisor and the researcher (template available upon request). Regular updates needed.
 - Ensure that the researcher works on **an individual research project**.
 - Non-compliance may lead to a reduction of the Grant.

Recruitment and working conditions (Article 32)

- Overview of the rights and obligations of fellows supported by the Marie Skłodowska-Curie actions, including:
 - what is understood by good working and support conditions, and how fellows can address problems.
 - importance attached by the EU to gender equality, research integrity, open access to research outputs, and outreach activities with the public.
 - how non-research activities can be part of a fellowship in order to develop the career of the fellow (e.g. teaching).
- All recruited MSC researchers should receive this document as **soon as they sign their contract**: https://ec.europa.eu/research/mariecurieactions/sites/mariecurie2/files/msca-itn-fellows-note_en_v2.pdf

Secondments

- In **ETN**, recruited researchers can be seconded to other beneficiaries and/or to partner organisations for a duration of up to 30% of their recruitment duration.
- For **EID** and **EJD** – specific rules apply (refer to specific presentations).

In all cases, recruited researchers can only be seconded to beneficiaries or partner organisations or entities with capital/legal link **included in the list of participants**.

Secondments vs short visits

Secondments should be differentiated from **short visits**, i.e. of a few days

not only because of "**time spent**" **criterion**, but it also depends on which purpose the fellows go to the other host institution.

- **Secondment:** a period spent by a fellow at a beneficiary's or a partner organisation's premises other than those of the beneficiary which has recruited him/her under the action
 - must **involve physical mobility** of the fellow.
 - **supervision and training/research activities**
- **Short Visit:** fellow is rather an "**observer**"

Complementary Skills Training

Such as teaching activity in addition to the research training

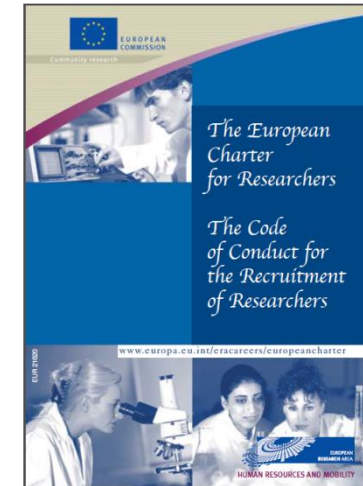
Teaching is possible, but **must NOT jeopardise** the research training activities (and must be set out in Annex 1 of the GA).

3. The European Charter of Researchers

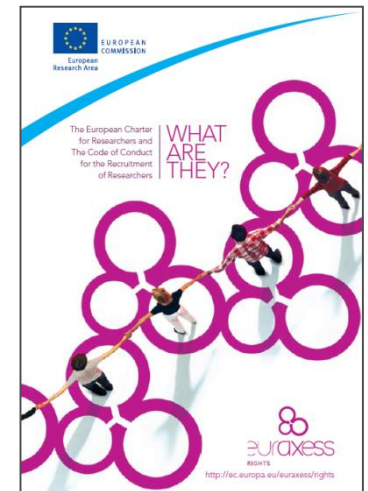
Charter & Code

11 March 2005:

- EC adopted a **‘European Charter for Researchers and a Code of Conduct for the Recruitment of Researchers’** ("Charter & Code")
- **It contains 40 principles** on the :
 - roles,
 - requirements and
 - entitlements of researchers, funders and employers
- for **more attractive research careers** in an open European labour market.



full text
(in all 20 languages)

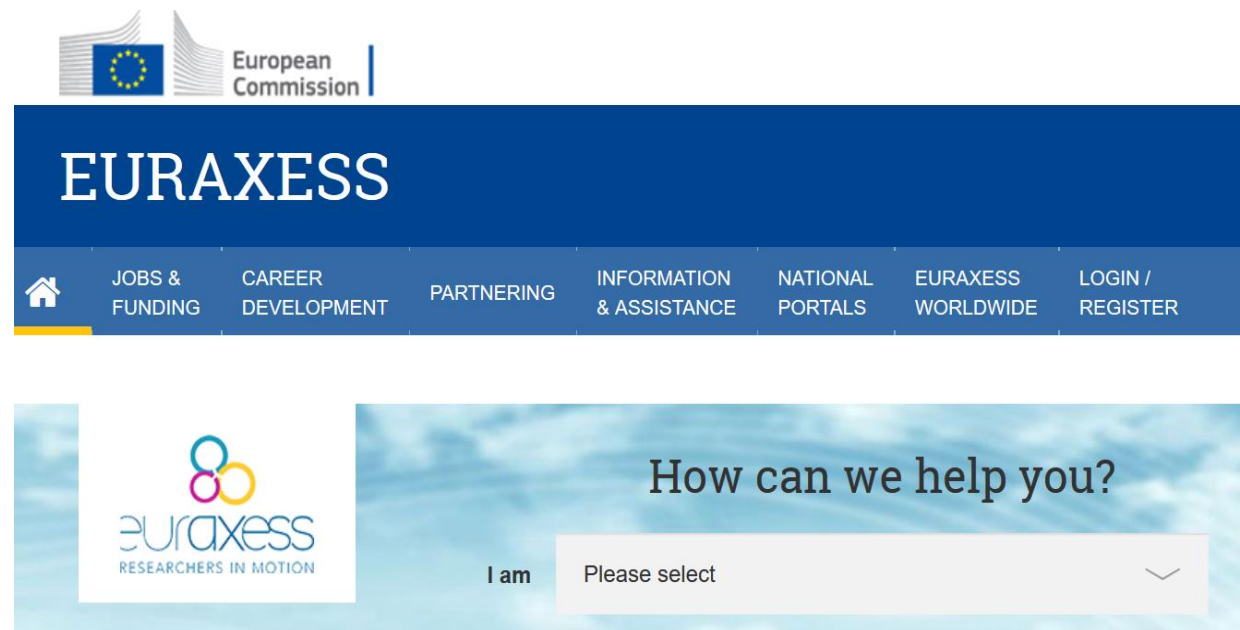


leaflet

Charter & Code

- **Reference framework** for rights and obligations of researchers, their employers and funders:
- The **EUROPEAN CHARTER FOR RESEARCHERS** covers (amongst others):
 - Recognition of the profession
 - Career development
 - Value of mobility
- The **CODE OF CONDUCT FOR THE RECRUITMENT OF RESEARCHERS** covers (amongst others):
 - Recruitment principles
 - Selection criteria

EURAXESS



- **EURAXESS website** under the section 'Jobs & Funding'

- <https://euraxess.ec.europa.eu/jobs/charter>

4. Don'ts

DON'TS

Some examples:

- Researchers recruited by one beneficiary but **in reality hosted at another institution**.
Must be physically hosted at the premises of the recruiting beneficiary*.
- Participants **with no premises, nor turnover**, "hosting" fellows.
It is the coordinator's responsibility to report any issues with the operational capacity of all network participants.
- Recruited researchers seconded to organisations **outside the consortium**.

*exception for EID and EJD

DON'TS

Some examples:

- Direct recruitment of fellows **without** fair and transparent **recruitment process**.
- **Playing with the recruitment date** for the eligibility of researchers.
- Researchers recruited to work in the project, but in reality "normal" employees at the university / company **working on non-project-related tasks**.
- Recruited fellows must work full-time on the project.

Thank you



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