

## 2024 FPI-UPC CALL FOR THE RECRUITMENT OF TRAINEE RESEARCH STAFF AT THE UPC

### 1. Object of the call

The main aim of this call is to promote the recruitment and attraction of research talent in the University's research groups. The call involves awarding grants for recruiting predoctoral research staff dedicated full-time to studies leading to a doctoral degree, which must be undertaken in a UPC programme. Another of the call's aims is to foster research in the institution's strategic areas.

The awarding of the grants is subject to the existence of sufficient credit to fund obligations stemming from the awarding of grants in the 2024 budget year and the following, recorded in the corresponding items in Chapter 1.

### 2. Remuneration of FPI-UPC trainee research staff grants

The call is for **30 FPI-UPC grants** to undertake a doctoral thesis at the UPC.

The annual gross remuneration for the contract, in 14 instalments, is as follows.

**First and second year of the contract:** pay equivalent to 56% of the salary set for Group I contractual staff in the pay table included in the Single Collective Agreement of Contractual Staff of the General State Administration.

**Third year of the contract:** pay equivalent to 60% of the salary set for Group I contractual staff in the pay table included in the Single Collective Agreement of Contractual Staff of the General State Administration.

**Fourth year of the contract:** pay equivalent to 75% of the salary set for Group I contractual staff in the pay table included in the Single Collective Agreement of Contractual Staff of the General State Administration.

The grant also includes compensation costs for the end of the contract when the agreed time has expired. The amount is equivalent to that envisaged for fixed-term contracts in Article 49 of the recast text of the Workers' Statute Law.

In addition, all the beneficiaries of the 2024 FPI-UPC programme have the right to free enrolment for academic supervision of the doctoral programme, with a maximum of four free enrolments in total for the entire grant period. The fees for management of the academic record are not covered by the grant. If the grant recipient withdraws from the programme in the first three months, they will have to return the amount of the enrolment fee.

The call for grant applications by the UPC is co-funded by Banco de Santander. The beneficiaries of the grants will receive them, preferably, in a Banco de Santander current account.

### 3. Structure and duration of the grants

The UPC will contract the beneficiaries under a predoctoral contract in accordance with the provisions of Article 21 of Law 14/2011, of 1 June, on Science, Technology and Innovation, and Royal Decree 103/2019, of 1 March, on the Statute of Predoctoral Trainee Researchers. The contracts must be full-time.

The contract must be for at least one year and can be extended annually in the context of this programme up to a maximum of four years, as long as the requirements of Law 14/2011, of 1 June, on Science, Technology and Innovation and Royal Decree 103/2019, of 1 March, on the Statute of Predoctoral Trainee Researchers are met and subject to a favourable report from the doctoral programme's academic committee.

In accordance with Law 14/2011, of 1 June, on Science, Technology and Innovation, the awarding of the doctoral degree will mark the end of the training stage of the research staff and the start of the postdoctoral stage intended for professional improvement and specialisation. From this moment on, the aim of the contracts covered by this grant will be postdoctoral orientation for a maximum of 12 months, without exceeding the total of four years established for the grant. It is an obligation of the doctoral candidate to inform the UASLR-SP of the date of the thesis defence at least 10 days in advance.

If the beneficiaries leave the doctoral programme, the contract will be terminated and the grant will be lost.

The award of a predoctoral research grant in no way implies a commitment on the part of the University to later hire the beneficiary as UPC staff.

Failure to execute the contract within the period established by the University, which will be communicated to interested parties once the call has been resolved, will be considered tacit relinquishment of the grant, unless the relevant vice-rector expressly authorises a delay in execution.

Temporary disability and periods of full-time leave for gestation, risk during pregnancy and infant feeding, childbirth, maternity, paternity, adoption, fostering for the purposes of adoption or temporary foster care, and accumulated infant feeding leave, or similar situations related to the above, such as leave for reasons of work-life balance or the care of minors, relatives or dependants, and the time devoted to leave of absence for the care of a child or relative or due to gender violence during the term of the contract will cause the contract to be extended for an equivalent amount of time.

Periods of part-time leave for birth, maternity, paternity, adoption, fostering for the purposes of adoption or temporary foster care, and reduced working hours for infant feeding, the birth of a child who is premature or hospitalised after birth, legal guardianship, the care of minors who have cancer or a serious illness, relatives who have had an accident or a serious illness or dependants, or due to gender violence, or reduced working hours for similar situations related to the above and for reasons of work-life balance or the care of minors, relatives or dependants during the term of the contract will cause the contract to be extended for an equivalent amount of time.

#### **4. Interruption of grants**

The vice-rector for Research may authorise interruption of the grant at the reasoned request of the interested party, subject to a report by the professor who is responsible for the recruitment. Interruptions will be subject to the following conditions:

- a) An interruption can be for no more than six months during the entire grant period.
- b) During the interruption period the person under contract will be deregistered from the Social Security system.
- c) Failure to take up the grant again at the end of the interruption period will be considered relinquishment and will lead to automatic withdrawal.
- d) During the interruption, corresponding payments will be suspended.

#### **5. Rights and obligations of research staff**

##### Rights

- a) The rights outlined in Law 14/2011, of 1 June, on Science, Technology and Innovation, amended by Law 17/2022, of 5 September (Art. 13, which amends Art. 14), and Royal Decree 103/2019, of 1 March, on the Statute of Predoctoral Trainee Researchers (Art. 12).
- b) To have the appropriate means and facilities for carrying out their duties within the limits arising from the application of the principles of effectiveness and efficiency in the allocation, use and management of these means and facilities by the organisations for which they provide services and within the available budget.
- c) To have consideration and respect for their scientific activity and assessment, in accordance with public, objective, transparent and preestablished criteria.
- d) To use the name of the entities for which services are provided in the undertaking of their scientific activity.

##### Obligations

- a) The obligations outlined in Law 14/2011, of 1 June, on Science, Technology and Innovation, amended by Law 17/2022, of 5 September (Art. 14, which amends Art. 15), and Royal Decree 103/2019, of 1 March, on the Statute of Predoctoral Trainee Researchers (Art. 13).

- b) To align with the priorities of the European Research Area and with the principles of the European Charter for Researchers and the Code of Conduct for Recruitment of Research Staff (Charter & Code), to promote institutional measures that are aligned with the European initiative of the Human Resources Strategy for Researchers (HRS4R), and to promote excellence in research, an attractive work environment and a framework of actions to support the professional development of research staff.
- c) To respect the principles set out in the European Code of Conduct for Research Integrity and in Article 11 of Royal Decree 103/2019. They have the rights and obligations that are recognised in current legislation, the UPC's internal regulations and articles 12 and 13 of Royal Decree 103/2019.
- d) To notify the organisations for which they provide services of all findings, discoveries and results that may be subject to legal protection, and to collaborate in the protection and transfer of their research results.
- e) To participate in meetings and activities of the governing and management bodies of which they form part, and in the processes of assessment and improvement that are required of them.
- f) To channel their research towards the achievement of the strategic objectives of the entities to which they provide services and to obtain or collaborate in the processes of obtaining the permits and authorisations that are required before starting their task.
- g) To inform the entities to which they provide services or that finance or supervise their activity of potential delays or redefinitions of the research projects for which they are responsible, and of the finalisation of projects, or the need to abandon or halt projects earlier than planned.
- h) To enrol each academic year in the UPC doctoral programme throughout the duration of the grant.
- i) In all of the scientific output and particularly in related publications, the affiliation of the interested party to the Universitat Politècnica de Catalunya must be stated, in accordance with the provisions of Point 2 of the regulations on the structure of the UPC's research units (CG 6/11 2006) and the institutional affiliation guidelines established by the UPC, as well as the collaboration of Banco de Santander. In the acknowledgements section of any publication or communication, the interested party must include the following text: "The corresponding/first/second/etc. author gratefully acknowledges the Universitat Politècnica de Catalunya and Banco Santander for the financial support provided through the predoctoral FPI-UPC grant".
- j) To communicate relinquishment of the grant 15 days before the completion date, through a written communication to the UASLR-SP.
- k) To request authorisation from the vice-rector for Research for any change, trip or period abroad, or for any incident that affects the performance of the contract and the work plan. To inform the Doctoral School of any change.

## 6. Requirements for candidates

To be admitted to the selection process, candidates must meet the following requirements when they accept the grant:

- They must be enrolled for academic supervision on the doctoral degree in the 2024-2025 academic year or have been definitively accepted on the doctoral programme. The doctoral programmes must be at the UPC.
- Master's degree studies or equivalent that are required to take the doctoral programme must have been completed between 1 January 2019 and the date on which the grant is accepted, if the candidate is a beneficiary. Failure to meet this requirement leads to the loss of the grant.
- Persons who have completed the degree that gives access to the doctoral programme from 1 January 2017 onwards may also participate in the call if they have been in one of the following situations between 1 January 2017 and 31 December 2018, after they have completed the degree that gives access to the doctoral programme.
  - They have been on maternity leave.
  - They have been responsible for looking after children under six years old or persons with a physical, mental or sensory disability who depend on the beneficiary and need special dedication.
  - They have suffered from a serious illness or accident that required major surgery or treatment in a hospital and led to sick leave from work or from the usual activity of the person during a continuous period of at least six months. Minor surgery or outpatient surgery and rehabilitation treatments outside of the hospital system are excluded.
- They must not have received any other grant of a similar nature lasting more than 12 months on the deadline

for submitting applications.

- They must be able to certify a minimum average grade for the bachelor's degree or equivalent degree that is equal to or higher than **6.5** (on a scale from 0 to 10), which must be calculated according to the criteria specified in Royal Decree 1125/2003, of 5 September, which establishes the European Credit Transfer System and the assessment system for official university degrees that are valid throughout Spain.

In the case of foreign degrees, the average grade of the academic record must be calculated according to the provisions of the current resolutions of the Ministry of Universities on the equivalence of average marks: [https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia\\_notas\\_medias/language/ca\\_ES](https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia_notas_medias/language/ca_ES).

In any case, candidates are responsible for calculating the average marks and the aforementioned equivalency statements.

- They must not hold a doctoral degree.
- They must not have received this grant in previous calls in part or in full.

Candidates must commit to submitting an application in calls for applications for grants for the training of university staff by the Ministry of Universities (FPU-MCIYU) and the Government of Catalonia (FI Joan Oró and FI-SDUR) that are published during the 2024-2025 academic year if they meet the requirements of the call. If they are awarded any of these grants, the UPC grant is automatically withdrawn. Failure to meet this requirement leads to the immediate suspension of the grant awarded.

The relinquishment of grants due to withdrawal or any other reason in this call may be covered if there are funds available in the budget by awarding them to candidates on the reserve list, once the results of the FPU-MCIYU, FI Joan Oró and FI-SDUR calls for applications in the 2024-2025 academic year have been published.

## 7. Applications

The application must be completed by the candidate in accordance with the provisions in the following paragraphs.

Submission of applications:

- Candidates may only submit one application but they must **register twice**: in the e-services portal of the UPC and the Santander Open Academy platform:

**1)** For the application in the [UPC e-services portal](https://seuelectronica.upc.edu/ca/tramits), <https://seuelectronica.upc.edu/ca/tramits>, the form "Call for the recruitment of trainee research staff (FPI-UPC)" must be completed and the required documents attached.

**2)** The application in the [Santander Open Academy platform](https://www.santanderopenacademy.com/en/index.html) must be done in the website <https://www.santanderopenacademy.com/en/index.html>. The grants awarded must be accepted in this platform.

The applications of candidates who do not register in one of the two portals will be rejected.

- Each predoctoral application may include up to two thesis supervisors, who may belong to two different research groups in order to foster multidisciplinary.
- Candidates' thesis supervisors must be permanently employed at the UPC as academic staff or have a work contract whose term exceeds the four years of the grant period. In the case of joint supervision of the thesis, at least one of the thesis supervisors must meet this requirement.
- The professor supervising the candidate's doctoral thesis must sign an endorsement document, which must be attached to the application. Each professor can only endorse one application.
- Candidates must clearly state the area of knowledge (ICT Engineering; Industrial Engineering; Sciences; Architecture, Urbanism and Building Construction; Civil Engineering) and the campus (North Diagonal; South Diagonal; Diagonal-Besòs; Nautical Studies; Baix Llobregat; Manresa; Sant Cugat del Vallès; Terrassa; Vilanova i la Geltrú) of the research group in which the activity will be carried out. A change in the physical location (work address) or the area of knowledge leads directly to the loss of the grant and therefore the end of the contract.

In accordance with the provisions of Article 45 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations, the official website within the general website <https://rdi.upc.edu/ca/financament/carrera-investigadora/r1> is the official means of communication for this call. The instructions and notifications of this call will only be communicated through this official website.

#### Documentation that must be submitted:

- a) Endorsement document of the thesis supervisor who backs the application (using the template provided on the website).
- b) Copy of the academic transcripts of degrees that were not taken at the UPC.
- c) Copy of the average grade equivalency documents for university studies undertaken at universities in other countries, issued through the website of the Ministry, if applicable.

#### Recommended additional documentation:

To calculate the weighted average grade, the candidates must submit an official document that indicates the average grade of the graduates in their cohort. If they do not submit this document, the average grade of the candidate will be used.

For UPC degrees, this document does not need to be submitted as it will be requested from the corresponding UPC service. To calculate the weighted average grade, the average grade of graduates of the same year in which the candidate completed the bachelor's degree or master's degree will be taken into account.

At any time in the processing of the grants, the UPC may request any documentation that it considers necessary to prove that the requirements established in the call have been met. Failure to submit the required documentation in the legally stipulated period could lead to refusal of the grant.

### **8. Period for submitting applications**

The period for submitting applications runs **from 13 July to 2 p.m. (local time in Barcelona) on 31 July 2024**. Applications must be submitted in the e-services portal using the form "Call for the recruitment of trainee research staff (FPI-UPC)" form. Candidates must also register in the Santander Open Academy platform. The web address will be published on the call's [official website](#) before the start of the period for submitting applications.

### **9. Admission of candidates**

Following the deadline for submission of applications, the provisional list of admitted and excluded candidates and the reasons for the exclusions is published on the [official website](#) of the call. Applicants can remedy any defects that led to an exclusion or present any claims they consider appropriate through the corresponding procedure in the e-services portal that will be announced at that time before the established deadline (amendment procedure). At the end of this period, the Office of the Vice-Rector for Research reviews the amendments submitted and publishes the definitive list of admitted and excluded applicants.

In accordance with the provisions of Article 45 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations, publication on the [official website](#) of the call is considered sufficient notification to the candidates.

### **10. Selection process**

Given the current situation, in which only 28% of students on UPC bachelor's degrees are women, and the fact that only 28% of the grants awarded to undertake a doctoral thesis in the last six years have been awarded to women, at least 33% of the grants will be awarded to women.

To ensure fundamental aspects such as knowledge areas and campuses are taken into account in the distribution of the grants, a minimum of one grant will be awarded for each of the University's five knowledge areas and one grant for each of its nine campuses.

These distribution criteria will be respected as long as the beneficiaries are among the first 50% of candidates in the prioritised list.

A total of 7% of the new grant awards, which is equivalent to two grants, will be awarded to candidates with a degree of disability of 33% or higher, recognised by the Catalan government's Ministry of Social Rights or equivalent. Grants reserved for people with disabilities that are not awarded accumulate in the general FPI-UPC 2024 call.

Once the candidates have been assessed according to the criteria established in the appendix, the provisional prioritisation list is published. Candidates can present any claims that they consider appropriate through the e-services portal in the section open for this purpose as a claims process.

At the end of the period, once the claims have been assessed by the vice-rector for Research, the prioritisation list is submitted to the Research Committee for its approval. Claims are only be accepted if they correspond to the documentation that has already been submitted. During the claims period, no documents that were not submitted before the application submission deadline may be submitted.

The final award decision approved by the Governing Council marks the end of the administrative proceedings. Interested parties may file an appeal to the contentious-administrative courts within two months from the day following the notification, without prejudice to the possibility of filing an optional motion for reconsideration to the body that issued it within one month from the day following the notification, in accordance with Article 6.4 of Organic Law 6/2001, of 21 December, on Universities (LOU), modified by Organic Law 4/2007, of 12 April, Article 54 of the UPC Statutes (Decision CG/43/2012, of 29 May), Article 8.3 of Law 29/1998, of 13 July, regulating administrative litigation jurisdiction, and Article 115 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations.

## **11. Incorporation**

The selected applicants must state whether they accept or reject the grant within seven calendar days from the final decision on the awards in the Santander Open Academy platform (in the place created for this call). Subsequently, the UASLR-SP will ask them in person to present any other additional documents that are necessary to proceed with their recruitment, including a copy of the enrolment for academic supervision on the doctoral programme at the UPC in the 2024-2025 academic year.

If the selected applicants fail to submit the required documents within the established period, it will be understood that they have relinquished the grant.

If the analysis of the documents presented reveals that there is a falsehood or omission in any of the data entered in the candidate's application, in their identity or in their enrolment in the doctoral programme, the candidate will lose the right to the grant, which will be awarded to the next person on the reserve list.

Beneficiaries of the grant must join their programmes on 15 February 2025, or they will be considered to have relinquished the grant. The vice-rector for Research may assess requests to start later if there is sufficient justification for doing so.

## **12. Teaching**

Trainee researchers can teach up to 180 hours (60 hours per year) during the predoctoral contract. They may not be responsible for the subject or for its programming, and the inclusion of their teaching in their CV must be certified by the academic units.

### **13. Intellectual and industrial property rights and dissemination of results**

Grant beneficiaries retain all intellectual property rights, including any industrial property rights, arising from their own research training and in accordance with their contribution, current legislation and the UPC's own regulations:

- Law 17/2022, of 5 September, amending Law 14/2011, of 1 June, on Science, Technology and Innovation.
- Royal Decree 103/2019, of 1 March, on the Statute of Predoctoral Trainee Researchers.
- Governing Council Decision CG/2022/05/23, of 5 July 2022, which approved the modification of the UPC's regulations on industrial and intellectual property rights.

### **14. Compatibility**

The condition of beneficiaries of the grant is incompatible with other contractual or statutory relationships that may detract from exclusive dedication to teaching and research. The provisions of Law 21/1987, of 26 November, on incompatibilities for staff working for the Administration of the Government of Catalonia must be complied with at all times.

### **15. Appeals**

The decision to approve the call for applications for FPI-UPC trainee research staff exhausts administrative remedies. Interested parties may file an appeal to the contentious-administrative courts within two months from the day following the notification, without prejudice to the possibility of filing an optional motion for reconsideration to the body that issued it within one month from the day following notification, in accordance with Article 6.4 of Organic Law 6/2001, of 21 December, on Universities (LOU), modified by Organic Law 4/2007, of 12 April, Article 54 of the UPC Statutes (Decision GOV/43/2012, of 29 May), Article 8.3 of Law 29/1998, of 13 July, regulating administrative litigation jurisdiction, and Article 115 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations.

## PROVISIONAL CALENDAR OF ACTIONS

Action	Start date	End date
Proposal to approve the call by the Research Committee		02/07/2024
Approval of the Governing Council		11/07/2024
Announcement of the call		12/07/2024
Period for submitting applications	13/07/2024	31/07/2024
Publication of the provisional list of admitted and excluded candidates		16/09/2024
Period for submitting amendments	17/09/2024	30/09/2024
Publication of the final list of admitted and excluded candidates		07/10/2024
Publication of the provisional prioritisation list		17/10/2024
Period for presenting claims	18/10/2024	30/10/2024
Resolution of claims	01/11/2023	08/11/2024
Proposal for approval by the Research Committee		28/11/2024
Approval of the Governing Council		17/12/2024
Notification to awardees in the Santander Open Academy platform		20/12/2024
Incorporation		15/02/2025



## APPENDIX 1: ASSESSMENT CRITERIA FOR THE 2024 FPI-UPC CALL

Below are the assessment and prioritisation criteria for FPI-UPC grant applications for the recruitment of trainee research staff to undertake a doctoral thesis at the UPC.

### A. Academic record of the candidates (90%)

To calculate the weighted average grade of a candidate's academic record, the following are considered:

- The weighted average grade of the bachelor's degree/pre-EHEA degree/engineering degree/diploma that will be worth 60% of the total grade for this section.
- The weighted average grade for the master's degree that will be worth 40%. The grade for the master's degree shall only be considered if the average grade for the academic record is available on the deadline for submitting amendments.
- If the candidate can access the doctoral programme without taking a master's degree or the master's degree has not been completed on the date of submitting the amendments, only the average grade for the academic record of the bachelor's degree/pre-EHEA degree/engineering degree shall be considered.

To calculate the weighted average grade, the candidates must submit an official document that indicates the average grade of the graduates in their cohort. If they do not submit this document, the weighted average shall correspond to the average grade for the academic record.

If the candidate's degree was issued by the UPC, they do not need to submit this document, as it will be requested from the corresponding UPC service. To calculate the weighted average grade, the average grade of graduates of the same year in which the candidate completed the bachelor's degree or master's degree shall be taken into account.

For degrees issued by universities outside of Spain, candidates must submit the personal academic transcript and the equivalency of the average grades issued according to the website of the Ministry of Universities: [https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia\\_notas\\_medias](https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia_notas_medias)

The formula for obtaining the weighted average grade is as follows:

$$NPond(N) = NMax + (NMed(N) - NMedTit(N)) * (10 - NMax) / (10 - NMedTit(N))$$

NPond(N): Weighted average grade of the candidate N

NMax: Maximum average grade of graduates in the cohort

NMedTit(N): Average grade of the candidate's degree

N NMed(N): Average grade of the candidate N

### B. Research and transfer activity of the research group or of the two research groups that endorse the candidate's application (10%).

In evaluating the research group or groups that endorse the application, PAR points of types 1/EDP and PATT/EDP for 2023 are taken into account as indicators of research and technology transfer activity. EDP stands for full-time equivalent and indicates whether a given person is or is not counted for the purposes of obtaining productivity measures of research output.

Points are allocated equally (50%) between PAR points of type 1/EDP and PATT/EDP points for the research group with respect to all UPC research groups.

In joint assessment of two research groups (when the application includes two thesis supervisors belonging to two research groups), the research group with the highest score will be considered.

### Final score

The prioritisation of candidates is established according to the score obtained in the sum of the two sections above:

section a) + section b) = Final score

The final score is expressed on a scale of 1 to 10.