



## PREDOCS-UB GRANT CALL

### APPENDIX I. CONDITIONS FOR THE CALL FOR APPLICATIONS FOR THE UNIVERSITY OF BARCELONA PREDOCTORAL RESEARCHER RECRUITMENT PROGRAMME (PREDOCS-UB)

#### Condition 1. OBJECT

1. The purpose of this call for applications is to select trainee predoctoral research staff through a competitive process and to regulate the procedure for the renewal of these grants in order to promote research in University of Barcelona (UB) departments and train qualified predoctoral staff in university research and teaching. This UB programme joins other public grant calls with a view to strengthening and increasing the prevalence of predoctoral staff at the UB.

2. The amount to be funded through the contract procedure that is the subject of this call for applications has been established in accordance with the criteria approved by the University of Barcelona Research Committee on 16 November 2023 This programme offers a total of 32 grants under the terms established in Condition 5, it includes a call for applications for academic study periods. This call for applications is co-funded by Banco Santander.

3. One contract is reserved for people with a recognized degree of disability equal to or greater than 33%, subject to a prior favourable report from the Catalan Public Employment Service (SOC), which can request reports from the relevant technical teams for disability assessment and guidance. Should this reserved contract not be awarded, it will not be added to the available general-access contracts.

#### Condition 2. BUDGET ALLOCATION

1. The costs are covered by the Vice-Rector's Office for Doctoral Studies and Trainee Research Staff — cost centre 10020002147000, budget position D/134000100/C2023A/G00, funds EFUP0JA021, and project UP0JA021; cost centre 10020002147000, budget positions and projects: D/134000100/P2025G/G00 and project AR3,544,101APIF, D/134000100/P2026G/G00 and project AR00APIF, D/134000100/P2027G/G00 and project AR00APIF, and D/134000100/P2028G/G00 and project AR00APIF — up to a total of €3,544,101, with the following estimated yearly distribution:

	2024	2025	2026	2027	2028
Trainee research staff contracts	€181,522	€751,503	€788,573	€895,509	€926,994

The incorporation of the recipients during financial year 2024 is conditional on the real availability of adequate and sufficient funds in the University of Barcelona budget.



Under the agreement signed on 1 July 2021 with Banco Santander and ratified in a new agreement for 2023 in November 2022, this latter institution will finance a total amount of €904,000.

### **Condition 3. CONTRACT CONDITIONS**

#### **3.1. Legal framework**

1. Successful candidates sign a full-time trainee predoctoral researcher contract for the entire term of the contract.
2. The predoctoral contract is governed by Articles 20 and 21 and the first additional provision of Spanish Law 14/2011, of 1 June, on science, technology and innovation and by its amendments under Spanish Law 17/2022, of 5 September; by Spanish Royal Decree 103/2019, of March 1st, approving the Trainee Predoctoral Research Staff Statute, and additionally by the recast text of the Workers' Statute Law; by all other applicable labour legislation; by the applicable collective agreement; and by the wishes of the parties as expressed in the employment contracts, which may not under any circumstances include conditions that are less favourable for the contracted person or contrary to those provided for under the law or in the applicable collective agreement.

#### **3.2 Subject of contract**

1. The successful candidates must carry out research tasks in a specific, innovative research line or project while at the same time completing the activities in the doctoral programme that lead to the acquisition of the skills and abilities needed to obtain the official university qualification of a doctoral degree. They may not be required to carry out any other activity that might undermine the contract's research and educational purpose. The subject of the contract shall also include a maximum of 12 months of postdoctoral guidance, following the defence of the doctoral thesis. In any case, the total duration of the contract may not exceed the maximum term provided for in paragraph 3.3.1 below.
2. The predoctoral researcher can collaborate on teaching tasks. This teaching collaboration shall be for a minimum of 120 hours and a maximum of 180, over the entire term of the predoctoral contract. In no case may it exceed 60 hours per year. The assignment of teaching is educational in nature and is the responsibility of the head of the department to which the thesis supervisor is attached; in any case, it must be done in accordance with the Regulations governing teaching collaborations by staff with a trainee predoctoral research contract at the University of Barcelona, approved by the Governing Council on 5 December 2019.



### 3.3 Duration

1. Predoctoral contracts are awarded for a maximum of 48 months. However, the contract may be terminated if the successful candidate does not pass the mandatory annual assessment by the doctoral programme's academic committee, as provided for under Condition 3.9.

2. When the contract is signed with a person with a recognized disability, it may be extended up to six years, **including all extensions**. To this end, consideration will be given to the characteristics of the research activity and the extent to which the degree of the limitations stemming from the disability impacts performance of that activity, subject to a prior favourable report from the Catalan Public Employment Service (SOC), which can request reports from the relevant technical teams for disability assessment and guidance.

3. Situations of temporary incapacity and periods of full-time leave for pregnancy, risk during pregnancy, risk during breastfeeding, childbirth, maternity, paternity, adoption, guardianship for the purposes of adoption, foster care, accumulated breastfeeding allowance, or similar situations related thereto, as well as periods of full-time leave for reasons of work-life balance or care for minors, relatives or dependents and extended leaves of absence to care for children or a family member or for reasons of gender-based violence, during the contract period shall be excluded from the calculation of the contract's duration.

Periods of part-time leave for childbirth, maternity, paternity, adoption, guardianship for the purposes of adoption, or foster care, reduced working hours for reasons of breastfeeding, premature birth, or hospitalization following childbirth, legal guardianship, care for minors suffering from cancer or serious illness, care for family members involved in an accident or suffering from a serious illness or for dependents, or for reasons of gender-based violence, and reduced working hours for situations similar to the foregoing, as well as for reasons of work-life balance or care for minors, relatives or dependents, during the contract period shall give rise to the extension of the contract for a period equivalent to the reduction in hours.

4. Any time that the researcher has been employed under the same type of contract, whether at the same or a different institution, will be subtracted from the maximum duration of the contract, in accordance with Article 6 of Spanish Royal Decree 103/2019.

5. Upon termination of the contract in accordance with the duration provided for in this call for applications, the doctoral student may not undertake any teaching activity or other activity related to the research group in which they completed their contract. They may continue the activities related exclusively to their work for their doctoral thesis, provided they are still enrolled on the doctoral programme.

6. Upon termination of the contract, the researcher, as a worker, will be entitled to compensation equivalent to that provided for fixed-term contracts under Article 49 of the recast text of the Workers' Statute.



### 3.4 Remuneration

1. The gross salary for the contract, to be paid in fourteen instalments, is as follows:

**First and second years of contract:** payment equivalent to 56% of the salary established for Group I of non-civil servant employees in the salary table contained in the Single Collective Agreement for non-civil servant employees of the General State Administration.

**Third year of contract:** payment equivalent to 60% of the salary established for Group I of non-civil servant employees in the salary table contained in the Single Collective Agreement for non-civil servant employees of the General State Administration.

**Fourth year of contract:** payment equivalent to 75% of the salary established for Group I of non-civil servant employees in the salary table contained in the Single Collective Agreement for non-civil servant employees of the General State Administration.

Should the predoctoral researcher have held a contract at another institution without having completed the maximum duration thereof, the corresponding remuneration in accordance with Article 7 of Spanish Royal Decree 103/2019 shall apply, considering the period spent at the other institution.

2. The corresponding tax withholdings will be applied to the amounts, in accordance with current regulations. Payment will be made monthly in arrears and directly to the recipient once the contract has been formalized. The beneficiary will receive double payments in the months of June and December.

3. The salary of the predoctoral researcher may be increased from the research group's eligible funding, subject to a prior request sent to the relevant vice-rector. This pay rise, which must be consolidated over the entire contract period, must be indicated in the contract and be made in accordance with current labour and tax law. The pay rise must include the corresponding compensation and any other applicable remuneration supplements.

### 3.5 Other financial items

1. The University of Barcelona will cover the amount of the public fees for doctoral thesis supervision, tutorials and continuous assessment, provided the recipient has been employed under the contract for at least three months.

2. Expenses arising from management of the academic transcript will be covered by the predoctoral researcher.

### 3.6 Work conditions

The working hours, breaks, holiday, leaves and all other work conditions are those established for trainee research staff in the collective agreement for teaching and research staff of Catalan public universities.



### 3.7 Conflicts of interest

The regulations on conflicts of interest provided for under Catalan Law 21/1987, of 26 November, on conflicts of interest for Catalan government employees shall apply.

### 3.8 Rights and obligations

1. Researchers must respect the principles set out in the European Code of Conduct for Research Integrity and Article 11 of Spanish Royal Decree 103/2019. They have the rights and duties recognized under current law, internal UB regulations, and, in particular, Articles 12 and 13 of Spanish Royal Decree 103/2019, the signed contract, and the terms of this call for applications.

2. In addition to the obligations provided for in the regulations indicated in paragraph 3.1 of this condition, predoctoral researchers have the following obligations:

- a) Join the thesis supervisor's department and the research group by the deadline and under the conditions established by the University.
- b) Continue their doctoral studies, formalizing their enrolment on the doctoral programme each academic year, except in the period of postdoctoral guidance, and meet the objectives of the submitted research plan. This plan may only be modified with the consent of the doctoral programme's academic committee. To this end, the Student Grants and Financial Aid unit must be informed of any such modifications by means of the corresponding report.
- c) Complete the established teaching collaboration programme, in accordance with the terms of this call for applications.
- d) Submit annual reports to enable the monitoring of the predoctoral contract, as provided for in paragraph 3.9 below.
- e) For persons from outside the European Community: ensure the continued validity of the corresponding residence and work permits.
- f) Request authorization from the vice-rector for Doctoral Studies and Trainee Research Staff for any change or incident that might affect the contract's performance.
- g) In case of withdrawal, use the standardized form to notify the Student Grants and Financial Aid unit at least 15 days in advance of the actual withdrawal date.
- h) Within a maximum of one month from completion of the contract or from the date of withdrawal, submit a final report on all work carried out and the results obtained.
- i) Notify the Student Grants and Financial Aid unit (Trainee Research Staff Grants Section) of the expected thesis defence date as soon as it is known.
- j) Request authorization from the vice-rector for Doctoral Studies and Trainee Research Staff, with the previous approval of the department head, to carry out research periods abroad. In any case, all assigned teaching obligations must be met.
- k) Respect obligations stemming from the resolutions of the Governing Council of 22 July 2019 concerning the drawing up of a data management and open-access publishing plan.

3. Successful candidates must meet the deadlines for submitting their doctoral thesis and any applicable extensions, in accordance with the Doctoral School's regulations for the submission of doctoral theses. If the thesis was started prior to the date of the contract, the predoctoral contract will not alter the submission deadlines.



4. Trainee predoctoral research staff may approach the head of the department to which they are attached regarding any issues related to the performance of their obligations.

5. The vice-rector responsible for matters related to doctoral studies at the UB is responsible for receiving and processing any incidents, complaints or concerns of trainee predoctoral research staff.

6. Thesis supervisors must:

- Ensure that the predoctoral researcher is supervised throughout the grant period.
- Guarantee educational support throughout the contract period.
- Plan and provide guidance on the thesis research project to ensure that it is educational, original and innovative.
- Supervise the progress and monitoring of the work plan, provide the necessary guidance and professional and scientific assistance, and ensure feasibility and coherence in relation to the research group or line to which it is attached.
- Ensure a suitable ethical and academic level throughout the doctoral thesis writing process and establish a relationship of respect and equality with the trainee researcher.

### **3.9 Annual report**

1. The continuity of the predoctoral contract, up to the maximum duration provided for in the call for applications, is contingent on the preparation of a renewal report, which must be done using the form provided for this purpose. The report must include:

- a) Certification of having received a favourable progress report from the academic committee of the doctoral programme on which the recipient is enrolled.
- b) A certificate issued by the department head indicating the number of teaching hours taught and the type and nature of this teaching.

2. The reports must be submitted to the Trainee Research Staff Grants Section during the second half of July.

3. An unfavourable progress report will entail termination of the grant and of the contract.

4. The predoctoral researcher must have an up-to-date curriculum vitae in GREC.

### **3.10 Expiry of contract**

1. The predoctoral contract will lapse at the end of the term stipulated in the contract or for the other causes provided for in the Workers' Statute. Should the doctoral thesis be defended before the planned end of the contract, the contract will remain in force for the purpose of the provision of postdoctoral guidance for a maximum period of 12 months, which may not, in any case, exceed the maximum duration of the contract. If the contract is terminated on the grounds of a complaint, the party lodging the complaint must give the other party notice of the termination at least 15 days in advance.



2. Trainee predoctoral researchers must inform the Trainee Research Staff Grants Section of the expected thesis defence date as soon as they know it.
3. The contract may also be terminated should the successful candidate fail to formalize their enrolment on the doctoral programme in the periods established by the University, except during the postdoctoral orientation period.
4. Upon termination of the contract, the worker will be entitled to compensation equivalent to that provided for fixed-term contracts under Article 49 of the recast text of the Workers' Statute.

#### **Condition 4. CANDIDATE SELECTION PROCEDURE**

##### **4.1 Candidate requirements**

1. This call for applications is intended for natural persons meeting all the following requirements by the application deadline:
  - a) Be enrolled full time on a doctoral programme at the University of Barcelona. Applications will also be accepted in the following cases: 1) if the candidate has been accepted on a doctoral programme; 2) if the candidate holds a university degree qualifying the holder to access doctoral studies earned after 1 January 2020; 3) if the candidate is enrolled, in academic year 2023-2024, on the master's degree studies that enable access to the doctoral programme in academic year 2024-2025. In all three cases, the candidate must be enrolled on a doctoral programme at the time the contract is signed. The contract start date may not be postponed if the enrolment has not been completed for reasons attributable to the doctoral student, such as failing to complete the master's degree on time.
  - b) Not hold a doctoral degree.
  - c) Have an average grade of 6.5 or higher for their academic transcript, between their bachelor's degree and master's degree.
  - d) Not have defended their doctoral thesis.
  - e) Not have been employed under this type of predoctoral contract, whether at the same institution or any other, for a period of more than four years, including any extensions, except in the case of people with recognized disabilities, for whom this period of past employment may not have been longer than six years. If the candidate has previously had a predoctoral contract for a period of less than four years, they may be contracted for the time remaining until they reach the maximum duration.
  - f) Have the support of a PhD-holding member of the UB's statutory or non-statutory teaching and research staff. This support must sufficiently guarantee the supervision and monitoring of the candidate's doctoral thesis. To this end, ICREA researchers attached to the UB are considered permanent PhD-holding teaching and research staff.



For the purposes of these conditions, part-time staff, staff on extended leaves of absence, visiting professors and emeritus professors are not considered to meet the requirements for permanent affiliation.

During the first year of the contract, changes in the thesis's supervision will only be accepted for reasons of force majeure. The end of the thesis supervisor's contractual relationship is not considered force majeure.

g) Have a thesis supervisor who:

- has entered their ORCID identifier in their GREC/SIRA curriculum vitae; and
- is part of a Catalan research group (SGR) that has been recognized or assessed and of an ongoing competitive research project or research or knowledge transfer agreement or contract with public institutions or private companies at the time the application is submitted. SGR research support grants are not considered competitive research projects, research agreements or research contracts. The candidate's research plan must fall within the scope of the activity carried out by the research group or in the competitive research project, research agreement or research contract in which their thesis director is involved. With regard to research projects, the Research Committee only considers projects that are funded, recognized and managed at the UB or at any of the UB Group foundations. Projects that have been awarded funding but have not yet started will be considered, provided they are duly accredited.

h) For persons from outside the European Community and those who cannot be included within the scope of the treaties signed by the European Union and ratified by Spain: have the corresponding work and residence permits before signing the predoctoral contract and ensure that they remain valid throughout the duration of the contractual relationship.

2. Candidates may submit the application for a single doctoral programme, to which the researcher supporting the application must be attached.

3. The successful candidates must be enrolled on a doctoral programme at the time the contract is signed. Successful candidates must remain in the programme throughout the contract's period of validity, except during the postdoctoral orientation period.



## 4.2 Application and supporting documentation

1. Candidates must complete the application form, attach the corresponding documents, and confirm the submission of the form, which can be accessed through the following websites: [seu.ub.edu](http://seu.ub.edu), [ub.edu/beques/3rcicle/PREDOCSUB/solicitud.html](http://ub.edu/beques/3rcicle/PREDOCSUB/solicitud.html).

They must also complete the form available on the Banco Santander platform at: [app.becas-santander.com/program/becas-santander-investigacion-convocatoria-predocs-ub-2022](http://app.becas-santander.com/program/becas-santander-investigacion-convocatoria-predocs-ub-2022).

Candidates who apply for the grant but do not complete the Banco Santander form will be excluded from consideration. Candidates who only apply through Banco Santander will likewise be excluded.

2. The following documents must be attached to the application:

- a) For studies not completed at the UB, including courses taken abroad: copy of the candidate's personal academic transcript for the completed university studies (bachelor's degree, pre-EHEA degree, master's degree) stating the grades obtained in the relevant exam sittings expressed as failed (S), passed (A), merit (N), excellent (E) or excellent with honours (MH), the corresponding quantitative marks, the credits earned or the date the qualifications were awarded, as well as the corresponding certified translation, where applicable.
- b) For studies completed abroad: statement of equivalence of average grade from the Spanish Ministry of Education and Vocational Training for both the bachelor's degree and master's degree studies.
- c) Curriculum vitae in the GREC platform's CVN format, listing the alleged merits that the candidate deems appropriate.
- d) Brief description of the research plan or project making express mention of the merits associated with the project as defined in the ranking criteria.
- e) Report by the thesis supervisor referring to the applicant's research plan or project, with the approval of the doctoral programme's coordinator.
- f) Proof of disability, where applicable.

Given the competitive nature of the call for applications, the documents defined in points *c*, *d* and *e* will not be considered rectifiable in the period for claims concerning documentation. The assessments will be performed based on the documents submitted with the application.

## 4.3 Application period

1. Applications will be accepted from 15 January to 2 p.m. Barcelona time on 9 February 2024.

2. If the application is incomplete or missing the requisite supporting documents, the applicant will be notified of the need to rectify the omission or submit the missing documents within ten working days. This notification will further state that, should they fail to do so, they will be considered to have withdrawn their application, subject to a prior resolution, which must be issued as provided for under Article 21 of Spanish Law 39/2015, on common administrative procedures for public administrations. This notification is made by means of the lists of missing documents



posted on the website [.ub.edu/beques/3rcicle/PREDOCSUB/resoluciones.html](https://ub.edu/beques/3rcicle/PREDOCSUB/resoluciones.html) and on the UB's e-office. During this period, submitted applications may not be reformulated.

3. Upon conclusion of the period for submitting missing documents, the applications are assessed.

#### 4.4 Assessment and selection

1. The Research Committee assesses the applications, awarding a maximum of 10 points to the submitted applications, according to the general assessment criteria indicated in these conditions.

2. To assess the applications, the Research Committee may request the assistance of a technical assessment committee made up of experts from the pertinent knowledge areas, tasked with assessing the merits listed on each applicant's curriculum vitae. The composition of this technical committee is announced after the application submission deadline.

The merits associated with the applicant's research project or plan are assessed jointly by the Office of the Vice-Rector for Research; the Office of the Vice-Rector for Doctoral Studies and Trainee Research Staff; the Office of the Vice-Rector for Entrepreneurship, Innovation and Knowledge Transfer; the Office of the Vice-Rector for Internationalization Policy, and the Office of the Vice-Rector for Equality and Gender. The members involved in the assessment must adhere to the rules for abstention and recusal provided for under Spanish Law 40/2015 on the Legal Regime for the Public Sector.

3. The academic transcript is worth a maximum of five points. The number of points awarded is calculated based on the bachelor's degree, pre-EHEA degree or diploma and master's degree earned in accordance with the following weighting:

- 80% for the bachelor's degree, pre-EHEA bachelor's degree or diploma, and
- 20% for the master's degree.

If the bachelor's degree was worth 300 ECTS credits and the 60 master's degree credits are therefore not necessary for admission to the doctoral programme, the bachelor's degree or pre-EHEA degree counts for 100% of this score. This calculation is also used when the 60 credits for the master's degree have not yet been earned at the time of application.

The average grade for the applicant's bachelor's degree, pre-EHEA degree or diploma and/or master's degree is calculated according to the following formula:

$$Nm = \text{sum} (NCm * Qm) / \text{total Cs}$$

$Nm$  = average grade  
 $NCm$  = number of credits for subject area  
 $Qm$  = grade for subject area (numerical grade)  
total Cs = total completed credits



If the subject area has been graded with qualitative marks, the value  $Qm$  is obtained according to the equivalence tables approved by the Governing Council's Academic Committee on 10 October 2006: [ub.edu/ga/comissio\\_academica/actes/2006/actaiannexos10\\_10\\_06.pdf](http://ub.edu/ga/comissio_academica/actes/2006/actaiannexos10_10_06.pdf).

If the studies were completed at a faculty or university school abroad, the value of the average grade ( $Nm$ ) is that stated on the statement of equivalence of average grade, which, once the University of Barcelona has conducted the relevant checks, the applicant requests through the website [www.mecd.gob.es/mecd/servicios-al-ciudadano-mecd/catalogo/general/educacion/203615.html](http://www.mecd.gob.es/mecd/servicios-al-ciudadano-mecd/catalogo/general/educacion/203615.html).

If the applicant holds more than one university degree, only the average grade for the course most closely related to the requested research project is considered. If the most closely related course is second-cycle only, the value  $Nm$  is the arithmetic mean of the two courses.

The average grade for the transcript for the bachelor's degree and master's degree is weighted with the average grade for the studies corresponding to the UB according to the following formula:

$$Np = (Nm - Ne) / Dte$$

$Np$  = weighted grade  
 $Nm$  = average grade of applicant  
 $Ne$  = degree gradepoint average  
 $Dte$  = standard deviation of studies

The applicant's standardized grade on a scale of 10 is calculated according to the following formula:

$$Nf = (Np + 10) - Npx$$

$Npx$  = maximum weighted grade of applicants

The final assessment of the academic transcript is calculated according to the following formula:

$$AE = 0.4 * Nfg + 0.1 * Nfm \text{ (or } Nfg)$$

$Nfg$  = standardized grade on a scale of 10 corresponding to the bachelor's degree, pre-EHEA degree or diploma course  
 $Nfm$  = standardized grade on a scale of 10 corresponding to the master's degree course

4. Merits described in the applicant's curriculum vitae are worth a maximum of 1 point. The specific criteria are established by the Research Committee, which may delegate their application to the technical assessment committee. Assessment may take into account the following merits: publications; conference contributions; long periods of study at other faculties or university schools through Erasmus, Seneca or similar programmes; and any grants and prizes obtained. In any case, the specific criteria are established by the Research Committee and published on the Student Grants and Financial Aid website and on the UB's E-Office.



5. Merits associated with the project submitted by the candidate are worth a maximum of 1 point. The specific criteria are established by the Research Committee, which may delegate their application to the Office of the Vice-Rector for Equality and Gender; the Office of the Vice-Rector for Research; the Office of the Vice-Rector for Doctoral Studies and Trainee Research Staff; the Office of the Vice-Rector for Entrepreneurship, Innovation and Transfer, and the Office of the Vice-Rector for Internationalization Policy. Assessment may take into account the following merits: if the supervisor is a junior member of the teaching and research staff; if there is interdisciplinary co-supervision; if the project contributes to a sustainable development goal (SDG); and the gender dimension. In any case, the specific criteria are established by the Research Committee and published on the Student Grants and Financial Aid website and on the UB's e-office.

6. The assessment of the research group (SGR) is worth a maximum of 3 points. The specific criteria are established by the Research Committee and are published on the Student Grants and Financial Aid website and on the UB's E-Office.

7. The Research Committee may ask applicants for any clarifications it deems necessary.

8. Once the criteria have been applied and in accordance with the total score awarded, the Research Committee draws up a draft list of applications ranked by score and of excluded applications, indicating the grounds for their exclusion.

Prior to the resolution of the call for applications, the Office for Internal Control, Risks and Corporate Social Responsibility assesses compliance with the multi-year spending conditions established and approved in this resolution and reports to the Economic Committee of the Board of Trustees.

9. The ranked list and list of excluded applications are published. The candidates have a period of ten working days to submit any allegations they deem appropriate. Following this period, and once the corresponding allegations have been settled, the Office of the Vice-Rector for Doctoral Studies and Trainee Research Staff, by delegation of the Rector, resolves the call for applications in an announcement that includes the list of awarded grants and the ranked list.

10. The Research Committee's proposal and the final resolution on the award of the grants, as well as all information related to this call for applications, are published on the Grants website at <http://www.ub.edu/beques/3rcicle/PREDOCSUB/resoluciones.html> and on the UB's e-office.

#### **4.5 Formalization of contract**

1. Once the decision on the call for applications has been announced, the successful candidates have a period of ten working days to formalize their acceptance. To do so, they must submit their acceptance document and any other documents needed to sign the contract to the Trainee Research Staff Grant Section. Otherwise, the successful candidate will be considered to have declined the contract and will be substituted, in accordance with the criteria for the distribution of grants described in Appendix II of the call for applications. Should the candidate expressly decline the contract, the same procedure will apply. The predoctoral contract comes into effect on 1



October 2024. The acceptance of the grant must also be formalized through the Banco Santander platform.

2. Successful candidates from non-EU countries who are waiting for a work permit have until 1 February 2025 to formalize the contract.

3. By signing the contract, candidates agree to meet all of the general conditions deriving from this Resolution and to comply with the measures established in the call for applications and the contract itself. Selected candidates agree to consult and comply with the specific regulations of the University of Barcelona and all measures pertaining to occupational risk prevention.

4. The predoctoral researcher will be attached to their thesis supervisor's research group or department.

#### **4.6 Substitutions**

1. Any cancellations of contracts due to withdrawal or other causes may be covered up to six months after publication of the decision on the award of the contracts for this call for applications, by resolution of the vice-rector for Doctoral Studies and Trainee Research Staff.

2. The substitution of researchers who withdraw will be done in accordance with the procedure set out in Appendix II of the call for applications.

#### **Condition 5. ACADEMIC STUDY PERIODS**

A maximum of €120,000 is allocated to academic study periods relating to obtaining International Doctorate Certification for the doctoral degree, associated with a call for applications for academic study periods. The maximum grant awarded is €3,000.

The study periods must last three months and be done in the second year of the contract or later and, in all cases, while the contract is still in force. Periods during which the contract is interrupted are excluded. Applications for academic study periods may be non-consecutive, provided the first period is for at least one full month.

The award of this grant is incompatible with other grants awarded for the same purpose.

To be awarded this grant, the candidate must participate in the call for applications published for this purpose.

#### **Condition 6. FINAL PROVISIONS**

##### **6.1 Dissemination**



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The Student Grants and Financial Aid unit must ensure the maximum dissemination of this call for applications, which in all cases must be published on the University of Barcelona's e-office and on the website of the Trainee Research Staff Grants Section.



## 6.2 Interpretation

It is the responsibility of the vice-rector for Doctoral Studies and Trainee Research Staff to clarify any doubts concerning the interpretation **of this Resolution** or cases of conflict to which its implementation might give rise.

## 6.3 Publication of administrative decisions

1. Administrative decisions relating to the procedure for the award of grants are subject to publication on the University of Barcelona's e-office for the purposes of calculating deadlines and of publicity.
2. However, for information purposes, they may also be published on notice boards and on other websites. The relevant body may also decide to send a personal notification, should it deem so appropriate.

## 6.4 Appeals

1. If the interested party wishes to contest **the above decision**, irrespective of the immediacy, or otherwise, of its execution, they may choose to open contentious administrative proceedings through the courts of Barcelona, within a period of two months starting the day after the decision is announced, in accordance with the provisions to this effect made in articles 8 and 46 of Law 29/1998, of 13 July, on contentious administrative jurisdiction.
2. Nevertheless, interested parties may choose to file an appeal of reversal with the body that issued **the decision**, within one month from the day after its publication, in accordance with the Article 123 and following of Spanish Law 39/2015. In this case, contentious administrative proceedings may not be opened until the appeal for reversal has been expressly or implicitly resolved.
3. Interested parties may also lodge any other appeal they deem appropriate in defence of their rights.

## 6.5 Procedure deadlines

1. The month of August is a period of inactivity for all purposes related to this procedure, including the resolution of administrative appeals.
2. The deadline for announcing the decision regarding the applications received is six months from the date on which the call for applications is published on the UB website. Following these six months, all applications will be considered to have been rejected.

## 6.6 Right to information pertaining to the processing of personal data

1. Your personal data are processed under the authority of the General Secretary's Office of the University of Barcelona, with the postal address Gran Via de les Corts Catalanes, 585, 08007 Barcelona and the email address [secretaria.general@ub.edu](mailto:secretaria.general@ub.edu).



2. The purpose of the processing of these personal data is to manage the contracts of trainee predoctoral research staff announced by the UB.

3. The lawful basis is the performance of work carried out in the public interest (Catalan Law 1/2003, of 19 February, on Catalan universities; Spanish Organic Law 6/2001, of 21 December, on universities; and Law 38/2003, of 17 November, on general subsidies). Express consent is required for the processing of special categories of personal data.

4. The data will be stored during the period required to fulfil the purpose for which they were collected and to determine any possible responsibilities deriving therefrom.

5. The recipients of your personal data are the University of Barcelona and, where applicable, the designated data protection officers.

The University communicates the following information to Universia Holding, SL (subsidiary of Banco Santander, SA, and owner of the Banco Santander platform): whether or not the grant has been awarded, the amount awarded, and any modifications to the grant that may occur.

If the applicant is contracted as a member of the predoctoral research staff, the tax authorities and the Social Security General Treasury will also receive the required data. In addition, the award proposal, the ranked list, the list of excluded applications, and the final decision concerning this call for applications will be published on the UB website indicated in these conditions. Data will not be disclosed to third parties unless there is a legal obligation to do so. In such cases, only the pertinent data are sent.

6. Data subjects may access their data and exercise their rights of rectification, erasure, objection, restriction of processing and data portability by sending written notice to the General Secretary's Office of the University of Barcelona by ordinary mail (Gran Via de les Corts Catalanes, 585, 08007 Barcelona) or by email ([secretaria.general@ub.edu](mailto:secretaria.general@ub.edu)). A photocopy of the Spanish ID document (DNI/NIE) or other valid form of identification must be attached.

7. Data subjects who consider that their rights have not been given appropriate consideration may contact the University of Barcelona Data Protection Officer by ordinary mail (Gran Via de les Corts Catalanes, 585, 08007 Barcelona) or by email ([protecciodedades@ub.edu](mailto:protecciodedades@ub.edu)).

8. Complaints may also be filed with the Catalan Data Protection Authority.

9. From the aforementioned platform (owned by Universia Holding, SL), the UB will receive the identifying details and any academic and professional data entered. The above paragraphs are also applicable to these data.

10. By submitting an application, the applicant declares that they have read this right to information and, should they provide any data on third parties, undertakes to provide those third parties with the content of this condition.