



UNIVERSITÀ
DEGLI STUDI DELLA
TOSCIA

DIPARTIMENTO
PER LA INNOVAZIONE
NEI SISTEMI BIOLOGICI,
AGROALIMENTARI E FORESTALI

Il Direttore (piermaria.corona@unitus.it)



EDAGAM
ENHANCING DIGITAL ARCHAEOLOGY
CAPACITY OF GEORGIAN AND MOLDOVAN
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Call for Applications for the Appointment of One External Evaluator within the Erasmus+ CBHE Project – EDAGAM – “Enhancing Digital Archaeology Capacity of Georgian and Azerbaijan Higher Education Institutions” – Project No. 101179467 – ERASMUS-EDU-2024-CBHE

HAVING REGARD TO Articles 2222-2228 and 2229-2238 of the Italian Civil Code concerning self-employment;

HAVING REGARD TO Legislative Decree No. 165 of 30 March 2001 and, in particular, Article 7(6), which provides that, for specific needs that cannot be met by staff in service, public administrations may confer individual assignments under self-employment contracts on experts with particular and proven specialization, including university-level specialization, determining in advance the duration, place, subject matter and remuneration of the assignment;

HAVING REGARD TO Law No. 240 of 30 December 2010, "Rules concerning the organisation of universities, academic staff and recruitment, and delegation to the Government to foster the quality and efficiency of the university system", as amended;

HAVING REGARD TO Article 5(9) of Decree-Law No. 95 of 6 July 2012, converted into Law No. 135 of 7 August 2012, as amended, with particular reference to Article 6 of Decree-Law No. 90 of 24 June 2014, converted into Law No. 114 of 11 August 2014, concerning the award of study and consultancy assignments to retired former private- or public-sector workers;

HAVING REGARD TO Law No. 190 of 6 November 2012, "Provisions for the prevention and repression of corruption and illegality in public administration", as amended;

HAVING REGARD TO Law No. 232 of 11 December 2016, with particular reference to Article 1(303), exempting assignments entered into by universities pursuant to Article 7(6) of Legislative Decree No. 165/2001 from the prior control of the Court of Auditors provided for by Article 17(30) of Decree-Law No. 78/2009, converted into Law No. 102 of 3 August 2009;

HAVING REGARD TO the University Statute issued by Rectoral Decree No. 480 of 8 June 2012 pursuant to Law No. 240 of 30 December 2010, as subsequently amended and supplemented, most recently by Rectoral Decree No. 609 of 5 December 2024;

HAVING REGARD TO the University Regulations governing external assignments issued by Rectoral Decree No. 566 of 5 July 2007, as amended;

HAVING REGARD TO the University Regulations on Administration, Finance and Accounting issued by Rectoral Decree No. 875 of 3 October 2013, as amended;

Sede

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HAVING REGARD TO the request by Prof. De Angeli to confer one occasional self-employment assignment within the project "Project number and name: 101179467 - EDAGAM - Topic: ERASMUS-EDU-2024-CBHE-STRAND-1 - Capacity Building in the Field of Higher Education, Strand 1 ERASMUS", CUP J86E24000080006, funded by the European Union, to which the relevant expenditure will be charged and for which Prof. De Angeli is the scientific coordinator;

HAVING REGARD TO the exceptional, temporary and highly specialized nature of the services covered by the above assignment;

HAVING REGARD TO the resolution of the DIBAF Department Council of 12 May 2026 approving the activation of the procedure for the award of the above self-employment assignment;

HAVING REGARD TO D.D.D. No.505/2026 dated 14/09/2026, by which the selection procedure launched with D.D.D. No. 365/2026 was cancelled in the exercise of administrative self-review powers, with a view to reissuing the procedure with requirements consistent with the EDAGAM project documentation;

HAVING REGARD TO the negative outcome of the internal staff survey carried out by letter Prot. No. 14063 of 29 May 2026 for the identification of an internal professional profile suitable for the assignment;

CONSIDERING IT NECESSARY to launch a public selection procedure to identify a person with suitable and specific qualifications for the assignment;

CONSIDERING IT APPROPRIATE to charge the expenditure related to the assignment to the funds for which Prof. De Angeli is responsible, Chapter S40504 of the 2026 Forecast Budget;

HEREBY ORDERS

Article 1 - Subject

The Department for Innovation in Biological, Agro-food and Forest Systems (DIBAF) hereby launches a qualification-based selection procedure for the award of one occasional self-employment assignment within the project "Project number and name: 101179467 - EDAGAM - Topic: ERASMUS-EDU-2024-CBHE-STRAND-1 - Capacity Building in the Field of Higher Education, Strand 1 ERASMUS", CUP J86E24000080006, funded by the European Union, to which the related expenditure will be charged and for which Prof. De Angeli is the scientific coordinator, for the performance of the following activities:

- External Evaluator of activities related to the EDAGAM project.

The assignment concerns the performance of independent external evaluation activities within the EDAGAM project, with particular reference to qualitative monitoring of the activities carried out, verification of their consistency with the approved work plans, assessment of the quality of project deliverables and outcomes, and compliance with the project timetable. The expert shall also formulate any

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recommendations and proposals for corrective actions within the project Quality Assurance and Monitoring system. The output of the assignment shall consist of two External Quality Assurance and Monitoring Reports, in English, approximately 20 pages each, to be prepared in accordance with the project timetable and, in any event, by the end of the assignment.

Article 2 - Duration and remuneration

The assignment shall be completed by 31 October 2027, starting from the date of award. The service shall involve a time commitment not exceeding 30 days within a calendar year.

The assignment provides for a total gross remuneration of EUR 4,999.99, inclusive of charges borne by the Administration, or VAT and professional fund contributions in the case of professional assignments, in consideration of the activities described in Article 1 of this call.

The above remuneration shall be charged to project DIBAF.EDAGA.DEANGELI, for which Prof. De Angeli is responsible.

Article 3 - Performance of the assignment

The assignment shall be performed personally by the selected candidate, with full organisational autonomy, without any relationship of subordination, on a non-exclusive basis and without predetermined working hours, with no form of direction by the Client, in agreement with the scientific coordinator, Prof. De Angeli. The contractor shall be responsible for achieving the result that is the subject of the contract.

Article 4 - Eligibility requirements

Applicants must meet the following requirements:

- Master's degree in archeology, economics, social sciences, statistics or management-related disciplines;
- membership of or affiliation, at the application deadline, with an academic institution based in an EU Member State and not belonging to the EDAGAM consortium;
- documented experience in external evaluation, monitoring or quality control of projects;
- knowledge of project evaluation, quality assessment and impact assessment methodologies;
- ability to analyse work plans, deliverables, milestones, result indicators and project schedules;
- experience in drafting technical and evaluation reports.

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

Equivalent qualifications will be taken into account in accordance with the legislation in force on the deadline for applications.

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At the end of the procedure, DIBAF reserves the right to enter into a self-employment contract with the selected candidate.

The contractor shall personally perform the activities covered by the contract with full autonomy, without subordination or predetermined working hours, and with organisational and operational autonomy without coordination by the scientific coordinator.

Should the research needs cease to exist, participation in the selection procedure and any first-place ranking shall not give rise to any obligation on DIBAF to enter into the contract.

Article 5 - Applications and submission deadline

Applications for participation in the selection procedure, drawn up on plain paper in accordance with the attached form (Annex A), must be received by 12:00 noon on 05/10/2026. They must be addressed to the Director of the Department for Innovation in Biological, Agro-food and Forest Systems of the University of Tuscia and submitted exclusively by certified e-mail (PEC) to dibaf@pec.unitus.it by the above deadline, under penalty of exclusion. The subject line of the certified e-mail must state: "Selection for assignment D.D.D. No.509 of 16/09/2026, Scientific Coordinator S. De Angeli".

In the application for admission, prepared using Annex A, candidates shall declare under their own responsibility:

- surname and first name;
- date and place of birth;
- residence and address elected for the purposes of the selection procedure;
- tax code/VAT number;
- academic qualification and final grade;
- professional skills and other experience;
- academic institution of membership/affiliation, its location in an EU Member State, and a declaration that it is not part of the EDAGAM consortium;
- registration with a professional register, where applicable;
- absence of incompatibility situations preventing performance of the assignment;
- absence of circumstances resulting in incapacity to contract with the public administration;
- whether or not they are employees of public administrations (if employed full-time or part-time for more than 50% of full-time hours, they must certify that they have submitted to their administration the relevant request for authorization to carry out paid assignments, pursuant to the applicable legislation).

Authentication of the candidate's signature at the end of the application is not required.

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Applicants may prove possession of the documents and qualifications referred to above exclusively by means of the self-certification declaration provided for by Presidential Decree No. 445 of 28 December 2000, using the form in Annex B and attaching, under penalty of exclusion, a signed photocopy of a valid identity document.

The application must also include a curriculum vitae in European format containing a detailed description of studies and professional experience and any other information the applicant considers useful for evaluation. In the event of award, the European-format curriculum vitae will be published on the University website in the Transparent Administration section.

The requirement of membership of/affiliation with an EU academic institution not belonging to the EDAGAM consortium must be evidenced by the curriculum vitae and Annex B; the Administration reserves the right to request appropriate supporting documentation.

Applicants shall also declare whether they are employees of public administrations and, if so, whether they are employed full-time or part-time for more than 50% of full-time hours, and certify that they have submitted to their administration the relevant request for authorization to carry out paid assignments, which must be produced when the contract is signed.

The Administration accepts no responsibility for lost communications resulting from incorrect contact details provided by the applicant, failure or delay in notifying changes of address, or for any disruption attributable to third parties, unforeseeable events or force majeure.

Article 6 - Selection

The Selection Committee, appointed in accordance with Article 2(7) of the University Regulations governing external assignments, will be appointed by a subsequent Director's Order.

For the evaluation of candidates' qualifications, the Committee shall have 100 points available, distributed as follows:

- curriculum vitae: education and training - up to 60 points;
- qualifications: work experience - up to 40 points.

Candidates who have not been notified of exclusion shall be deemed admitted to the selection procedure.

Scores shall be expressed out of 100.

The Committee shall draw up minutes of the activities carried out and the evaluations made in respect of the candidates.

The Committee's substantive assessment shall be final.

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In the event of equal scores between two or more candidates, the younger candidate shall have priority in the ranking.

At the end of the selection procedure, the Committee shall forward the minutes to the Director of DIBAF, who shall approve the acts of the procedure. The results will be published on the University of Tuscia online notice board and on the University website in the section dedicated to external assignments.

The selected candidate will be invited in writing to appear at DIBAF to sign a private-law contract. Failure to appear shall result in forfeiture of the right to enter into the contract.

The contract shall be governed by Articles 2222 et seq. of the Italian Civil Code.

Article 7 - Processing of personal data

Personal data provided by candidates will be collected by the University of Tuscia.

Pursuant to Regulation (EU) 2016/679 (General Data Protection Regulation), the Data Controller is the University of Tuscia and the unit responsible for collecting and processing the data is the Department for Innovation in Biological, Agro-food and Forest Systems. Candidates' data will be collected and processed solely for the purposes of managing the selection procedure.

Provision of the data is mandatory for the assessment of eligibility requirements, under penalty of exclusion from the selection procedure.

All data provided will be collected and processed for the purposes of managing the selection procedure.

Article 8 - Publication

This call shall be made public by publication on the University online notice board and on the University of Tuscia website in the section dedicated to external assignments and on the EdAGAM website

THE DIRECTOR
Prof. Piermaria Corona

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ANNEX A

To the Director of the Department for Innovation in Biological, Agro-food and Forest Systems
University of Tuscia - Viterbo
PEC: dibaf@pec.unitus.it

The undersigned, Tax Code/VAT No., hereby applies to participate in the qualification-based selection procedure launched by D.D.D. No. of for the award of an assignment to be formalized by a private-law contract.

For this purpose, aware of the criminal liability arising in the event of false declarations pursuant to Articles 19, 19-bis, 46 and 47 of Presidential Decree No. 445/2000,

DECLARES

1. to have been born in (province) on
2. to reside in (province), address No., postal code
3. that there are no incompatibility situations preventing performance of the assignment;
4. that there are no circumstances resulting in incapacity to contract with the public administration;
5. not to have had a contract terminated for breach by a public administration during the last five years;
6. to meet the requirements and hold the qualifications listed in the attached self-certification (Annex B);
7. to belong to/be affiliated with an academic institution based in an EU Member State and not belonging to the EDAGAM consortium, as specified in Annex B;
8. to be registered with the professional register (for professional assignments, where applicable);
9. to be/not be an employee of a public administration; where applicable, to have submitted the required request for authorization to perform paid assignments.

DOCUMENTS ATTACHED TO THE APPLICATION

- signed front-and-back photocopy of a valid identity document, under penalty of exclusion;

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- declaration referred to in Annex B;
- curriculum vitae in European format.

CONTACT DETAILS

The undersigned requests that all communications relating to this selection procedure be sent to the following address and undertakes to promptly notify any change:

Name and surname

Address No. Tel.

.....

Postal code City (province)

E-mail PEC

Date

Signature

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ANNEX B

SELF-CERTIFICATION DECLARATION (Article 46, Presidential Decree No. 445/2000)

The undersigned, born in
..... (province) on, Tax Code
....., aware of the criminal penalties provided for by the Criminal Code
and special laws in the event of false declarations,

DECLARES

that, for the purposes of admission, he/she possesses the following qualifications and requirements:

a) Qualification, obtained in an EU Member State and awarded by
..... on with final grade
.....;

OR

Foreign qualification awarded by on
.....

b) Membership of/affiliation with the following academic institution:

....., based in
..... (EU Member State), which is not part of
the EDAGAM consortium;

Academic role/status and nature of affiliation:

.....

c)

.....
.....
.....
.....

Date

Signature

Sede

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ANNEX C - EUROPEAN CURRICULUM VITAE FORMAT

<https://europass.europa.eu/en/create-europass-cv>

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