



Zarządzenie nr CNBCh/ 10 /2018/Z

z dnia 5 listopada 2018 r.

w sprawie wprowadzenia Regulaminu Visiting Professors (VPP) w CNBCh UW

§1

W związku z realizowaną misją i postawionymi przed CNBCh UW celami, na podstawie §12 ust.1 Regulaminu Centrum Nauk Biologiczno-Chemicznych UW z dnia 31.10.2018 r. wprowadza się w Centrum Nauk Biologiczno-Chemicznych UW Visiting Professors Programme (VPP).

§2

Program skierowany jest do zagranicznych naukowców i badaczy, którzy będą aplikować w projektach realizowanych w Centrum Nauk Biologiczno-Chemicznych UW i spełniać wymagania określone w Regulaminie VPP.

§3

Zasady i sposób finansowania pobytu wizytujących profesorów określa Regulamin Visiting Professors Programme (VPP), który stanowi załącznik nr 1 do niniejszego Zarządzenia

§4

Zarządzenie wchodzi w życie z dniem podpisania.

  
Prof. dr hab. Ewa Bułko  
Dyrektor CNBCh UW



# **Visiting Professor Program (VPP) at CNBCh UW**

## **§ 1. Admission**

The Visiting Professor Program (VPP) at the University of Warsaw Biological and Chemical Research Centre (2018-2019) is dedicated to outstanding scientists who work outside of Poland and are eager to share their knowledge and experience with scientists working at the CNBCh UW. The program is supposed to contribute to the implementation of the strategy to improve the international profile and competitiveness of CNBCh UW by increasing the share of international scientists on projects implemented in our organization. It is also part of the internationalization strategy of the University of Warsaw, which assumes building deeper relationships with many renowned universities and schools around the world. The program includes the commissioning of project consultations to our visitors.

## **§ 2. Program design**

These rules have been in effect since September 1, 2018, until September 30, 2019, and remain valid until the Director of the Centre publishes new guidelines.

1. Persons who may submit an applications for visiting professors, are:
  - Head of Research Groups / Specialist Laboratories working at the Center, who implement projects using the infrastructure purchased from the Cent3 project;
  - A group of 10 scientists working at the Centre, with a minimum of 3 Research Group/ Specialized Laboratory (one person should be chosen as a person submitting application);
  - Heads of administrative units in the Center;
2. The basic requirements for applying is the fulfilment by the candidate of the conditions set out in the Rector's Notification of University of Warsaw No. 11 of September 6, 2017.
3. The receiving institution is the University of Warsaw, and the receiving unit is the University of Warsaw Biological and Chemical Research Centre.
4. The CNBCh UW Scientific Board considers the application forms for the visiting professor on an ongoing basis, assessing the substantive qualifications and the proposed stay program and recommending the Director of CNBCh UW employment of candidates.
5. The CNBCh UW Director approves the Scientific Board's opinion, thus confirming the financing for the candidate.
6. The maximum period of employment for visiting professors is two weeks. The first day of arrival (first visit) in the Centre may take place after October 1, 2018. The first day of the last visit must take place before September 14, 2019.
7. During the stay, the visiting professor takes part in the work on the project implemented in the Centre for a minimum of one and a maximum of two weeks.
8. As a part of Visiting Professor Program, the visiting professor can receive a bailout only once.

9. There are some mandatory training to be undertaken after arrival - General Training (Safety and Health Training - OSH), On worksite training.
10. After arrival, the visiting professor is obliged to sign all necessary documents indicated on the website – Documents.

### § 3. Evaluation criteria

1. The nominated candidates will be assessed by the following criteria:
  - the candidate's contribution to the development of his / her discipline, as evidenced by publications in the best magazines,(0-10);
  - leadership in the scientific community ( coordinator of major international projects, director of the institute or program director) (0-10);
  - international recognition of the candidate, as evidenced by membership of national and international committees and societies, editorial offices, etc. (0-10);
  - awards granted (0-10);
  - the number of completed research projects, including application projects (0-10);
  - the candidate is employed at one of the universities under the 4EU agreement (0-5).
2. Criterion from *a-e* will be assessed on a scale from 0 to 10 points and criterion *f* will be evaluated on the scale from 0 to 5, where 0 it means is not employed at one of the universities under the 4EU agreement, 5 – is employed.
3. A formal condition will be the Candidate's obtaining a minimum of 30 points.

### § 4. Finance and responsibility

1. The program is financed entirely from the CNBCh UW own resources.
2. The professor's salary is set at a maximum of € 500 per week.
3. CNBCh covers the accommodation of a visiting professor with breakfast in a hotel specified by CNBCh UW up to a maximum value of € 500 per week.
4. CNBCh covers lunches during working days.
5. CNBCh covers round-trip travel costs up to a maximum of € 1,200 for candidates from Europe and a maximum of 2000 € for non-European candidates on the terms specified for business trips at the University of Warsaw and taxi transfer airport/hotel/airport.
6. Within one month after the end of the stay, the person indicated in the application as a host must submit to the Director of the CNBCh UW a report on the activities undertaken by the visiting professor. It should include a short summary of the activities performed and the results of the work. The final form can be fulfilled online and person who submitted an application will receive via e-mail.
7. If the Director of CNBCh UW does not receive the final report within one month after the end of the visiting professor's stay, the Research Group / Specialist Laboratory account may be charged for the visiting professor's expenses.

8. Applications may be submitted from the date of entry of the order introducing the program into force.

9. Applications are submitted online.

10. The required application form is available on the website [www.vpp.cnbc.uw.edu.pl](http://www.vpp.cnbc.uw.edu.pl)

11. The results of the application procedure will be published continuously on the site [www.vpp.cnbc.uw.edu.pl](http://www.vpp.cnbc.uw.edu.pl) will inform candidates about the results of the selection sending an email to the address specified in the application form.

12. The main coordinator is Edyta Woźniak-Dudzińska ([ewozniak@cnbc.uw.edu.pl](mailto:ewozniak@cnbc.uw.edu.pl)) and deputy coordinator is Martyna Lasia ([mlasia@cnbc.uw.edu.pl](mailto:mlasia@cnbc.uw.edu.pl)).

