

TERMS AND CONDITIONS OF THE CALL OF INSTITUT CATALÀ D'ARQUEOLOGIA CLÀSSICA (ICAC) FOR PhD RESEARCHERS IN 2025 (CODE 017.183)

0. General characteristics

- 0.1. Position: PhD researcher (R1) at Institut Català d'Arqueologia Clàssica (hereinafter, ICAC).
- 0.2. Job category: researcher I11 in the first two years, I10 in the third year and I9 in the fourth year.
- 0.3. Call: ordinary.
- 0.4. Duration: 4 years.
- 0.5. Dedication: full-time.
- 0.6. Type of contract: temporary training (404).
- 0.7. Number of jobs: 2.
- 0.8. Procedure: ordinary.

1. Object.

The purpose of this ICAC call is the temporary hiring of new research staff (CIN) (R1) in the field of classical archaeology. Since the beginning of its activity, the Institute has announced grants to promote the training of researchers and the writing of PhD theses. ICAC Action Plan (2025–2028) provides for the call for temporary employment contracts for PhD researchers staff. With these contracts, the Institute intends to carry out the writing of PhD theses within the framework of the Institute's research projects and programmes. These PhD thesis projects will be supervised jointly by a thesis supervisor from ICAC and a thesis supervisor from URV, as provided for in the 2024-2027 programme contract signed by both institutions.

2. Number of employment contracts and system of access to jobs.

- 2.1. Only two temporary full-time training contracts can be formalised.
- 2.2. The system of access to jobs will be the merit competition.

3. Requirements for applicants.

- 3.1. Applicants must have completed a master's degree related to the field of archaeology and be interested in writing a PhD thesis at ICAC and URV. Candidates must have completed the master's degree on or after 1 January 2021.
- 3.2. If any of the circumstances listed below occur, an extension of the lower date for obtaining the master's degree indicated in the previous paragraph will be applied; provided that the periods arising from these situations occur between the deadline for submitting the application and 1 January 2021.
 - 3.2.1 It will be extended by one year for each child of the applicant for whom they have enjoyed periods of care derived from maternity or paternity and which are provided for in the Social Security.
 - 3.2.2 If the applicant has suffered a serious illness or accident with medical leave of three months or longer, an extension of the period equal to the period of leave will be applied, rounded up by full months.
 - 3.2.3 Care for people in a situation of dependency, in accordance with the provisions of Law 39/2006, of 14 December, on the promotion of personal autonomy and care for people in a situation of dependency, for a minimum period of three months. An extension of the term equal to the justified period will be applied, rounded upwards by full months.
 - 3.2.4 These periods must be duly indicated and accredited at the time of submitting the application.
- 3.3. Applicants may not have enjoyed a PhD contract in the same entity or in a different one for a period of more than twelve months. In this case, the beneficiary of the grant can only be hired until the four PhD contracts have been completed. In this regard, the provisions of Article 21 of Law 14/2011, of 1 June, on the Science of Technology and Innovation will apply.

- 3.4. Availability to join within a maximum period of three months from the date of award of the contract.
- 3.5. Not be in possession of a PhD degree.
- 3.6. Applicants may not be disqualified by a final sentence from exercising public functions, nor may they have been separated by a final disciplinary decision from the service of any public administration.
- 3.7. Applicants may not have any illness or disability that prevents them from carrying out the activities of the workplace.

4. PhD researcher contract.

- 4.1. The PhD researcher contract that will be formalized corresponds to level I11 of the list of levels of jobs of ICAC, and will be full-time. During the third year of the contract the level will be I10 and in the fourth year it will be I9.
- 4.2. The maximum duration of the contract will be four years, provided that the requirements and duties set out in the call are met and the evaluations also established therein are passed.
- 4.3. Situations of incapacity for work of more than one month due to risk during pregnancy, maternity, adoption or foster care of a minor or risk during breastfeeding will suspend the calculation of the duration of the contract. The affected person must request the recovery of the period of suspension of the contract within a maximum period of one month from the end of the cause of suspension.
- 4.4. The contracts will be formalised under Reial decret legislatiu 2/2015, of 23 October, approving the revised text of Llei de l'Estatut dels treballadors; Reial decret legislatiu 5/2015, of 30 October, approving the revised text of the Llei de l'Estatut bàsic de l'empleat públic; Law 14/2011, of 1 June, on Science, Technology and Innovation; Real Decret 103/2019, of 1 March, approving l'Estatut del personal investigador predoctoral en formació; Conveni col·lectiu de treball del sector d'oficines i despatxos de Catalunya per als anys 2022-2024 (agreement code no. 79000375011994); and the ICAC's own rules.
- 4.5. The PhD contract will have additional clauses that will specify the rights and duties of the parties, in addition to the duties listed in section 12 of this call.

5. Remuneration and other rights.

- 5.1. The gross remuneration of the level I11 contract will be €1,305.03 per month, that of level I10 will be €1,398.25 per month that they will receive in the third year of the contract and that of level I9 will be €1,747.82 per month that they will receive in the fourth year of the contract. At all levels, the person hired will receive the gross monthly salary fourteen times a year, or the proportional part that corresponds to the time worked.
- 5.2. The annual leave will be 23 days for each full year of service, or the proportional part that corresponds to the time worked.
- 5.3. The working day will be full-time at the rate of 37.5 effective hours of work per week, including the breaks set by law.
- 5.4. ICAC will assume the cost of the PhD registration fees corresponding to four academic years and the fees for the presentation and defense of the PhD thesis.
- 5.5. ICAC will try to cover the cost of editing and distributing the PhD thesis. The maximum number of copies will be 8 and will be distributed among the members of the evaluation panel and others, provided that their budgetary provisions allow it. A copy will be delivered to ICAC Documentation Centre.
- 5.6. If the person hired reads the PhD thesis before the end of the contract, it will be resolved in accordance with the provisions of article 9.2 of Reial decret 103/2019. However, ICAC will formalise a new employment contract to follow the postdoctoral orientation programme (POP) that will allow it to adapt its PhD thesis to future publications in the form of articles or in a monograph, continue to participate in the research activities of the research team and prepare for its postdoctoral stage, and will have to continue to comply with the rest of the contractual obligations. The duration of this new contract will correspond to the remaining time of the first

contract up to a period of four years, provided that this period is at least one month. During this period, the remuneration will correspond to level I8, which will be €1,781.28 of gross monthly remuneration fourteen times a year.

- 5.7. With regard to the intellectual property rights that may be generated during the duration of the contract and knowledge transfer actions, the provisions of Article 35 of Law 14/2011, of 1 June, on Science, Technology and Innovation and Article 53 et seq. of Law 2/2011 will be taken into account, among others, of 4 March, on sustainable economy.

6. Request.

- 6.1. Applications must be completed in accordance with the standard form published in Annexes I and II of these Terms and Conditions and which is available on ICAC website (<http://www.icac.cat>) and at the secretary's office of the Institute (plaça d'en Rovellat, s/n, 43003 Tarragona, telephone +34 977.249.133). Applications must be signed by the applicants and addressed to the director of ICAC.
- 6.2. Applications must include the following documentation: application form, duly completed and signed (Annex I of these Rules); form of the applicant's curricular data, duly completed and signed (Annex II of these Rules), and all the documentation specified in section 7 of these Rules. This documentation may be submitted to ICAC secretariat and may also be sent by any of the means established in Article 16.4 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations, such as: electronic register of the public administration, post offices, diplomatic representations or consular offices of Spain abroad, registration assistance offices, portal for the generic request of the Generalitat de Catalunya, or any other established by the provisions in force. In the case of sending the application through a post office, it must be taken into account that it must be done by administrative mail, that is, the documentation must be submitted in an open envelope and the application must be registered by the post office stating the day and time on which the application was submitted. This procedure will also be valid if the face-to-face register of another public administration deems it appropriate to use it. To ensure the management of the applications submitted by this procedure, it is recommended to send an email to the rrhh@icac.cat address, attaching a copy of the duly registered application.
- 6.3. The submission of the application implies full acceptance of these Terms and Conditions.
- 6.4. The submission of the application authorises ICAC, if it deems it appropriate, to obtain and compare the necessary data of the applicant with other bodies of the public administration, with the aim of satisfactorily resolving the call. In the event that there are technical difficulties that prevent or hinder the transfer of data, the documents may be requested from the applicant.
- 6.5. The submission of the application authorises ICAC to send the applicant by email the communications and notifications related to this call. Submissions will be made to the email address indicated in the application.

7. Documentation to be attached to the application.

- 7.1. Documentation accrediting the curricular data presented in Annexes I and II of the application. The documentation that corresponds to Annex II of these Rules will be presented numbered in accordance with the list described in the aforementioned annex. All the documentation will be as follows:
- 7.1.1. Photocopy of the bachelor's degree or the corresponding academic receipt.
 - 7.1.2. Photocopy of the official academic certificate of undergraduate or bachelor's degree studies, calculated in accordance with the criteria specified in Real Decret 1125/2003, of 5 September.
 - 7.1.3. Photocopy of the master's degree certificate or the corresponding academic receipt.
 - 7.1.4. Photocopy of the academic transcript of the master's degree studies with the average grade calculated in accordance with the criteria specified in Real Decret 1125/2003, of 5 September.

- 7.1.5. Applicants who have completed all or part of their bachelor's, bachelor's or master's degree studies in centres outside the university system of Spain, must calculate the average grade of the academic record in accordance with the provisions of the current resolutions of the Ministry of Science and Innovation on equivalence of average grades (https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia_notas_médias). Applicants are responsible for managing the previous equivalence declarations.
- 7.1.6. In any case, candidates are responsible for calculating the average grades and the previous equivalence declarations if they are not formulated in accordance with the criteria specified in Real Decret 1125/2003, of 5 September. If necessary, they may request the form at rrhh@icac.cat.
- 7.1.7. Photocopy of the documents that the applicant considers most suitable to fulfil the functions of the job called for and that justify the curricular data specified in Annex II, such as:
 - 7.1.7.1. A second master's degree or other postgraduate academic degrees may be submitted in Annex II, if available.
 - 7.1.7.2. In relation to contracts, scholarships, grants and complementary training related to the object of the call that have been included in Annex II, the degrees or certificates issued by the corresponding institutions must be submitted. This documentation must include the issuing institution, the full name of the training programme or activity, the number of hours or attendance and, where applicable, the use of it.
 - 7.1.7.3. In relation to the documentation justifying the research activity indicated in Annex II, documents or certificates justifying participation in research projects, archaeological interventions and activities to disseminate archaeological research or cultural heritage must be submitted.
 - 7.1.7.4. In relation to the scientific publications reported in Annex II, it will be necessary to present the covers or first pages in which authorship can be demonstrated or the documentation that justifies that the publication is in the process of being edited, if applicable.
 - 7.1.7.5. Only qualifications in the domain of German, English, Catalan, Spanish, French or Italian will be valued and the vernacular languages of the applicants will not be valued (Annex II).
- 7.2. A letter of motivation in which the applicant expresses his/her interest in obtaining one of the jobs announced and expresses his/her commitment to the PhD thesis proposal proposed and the working relationship with ICAC or URV research group and team.
- 7.3. A brief report, of a maximum of 3,000 words, in which the applicant must present their PhD thesis proposal. When writing the report, it will take into account section 9.4.2 of these Rules and the line and programme of research of ICAC or URV research group and team with which it proposes to carry out the PhD thesis. The report may only be written in one of the following languages: Catalan, Spanish or English.
- 7.4. The report submitted by the applicant must also be made up by the supervisors of the PhD thesis, who may only make up one application for this call. The supervisors of the PhD theses will be a researcher from ICAC and one from URV, and researchers from a funded research project to which the candidate joins or is linked. The aforementioned research project must be valid or granted at the time of submitting the application. If the project in force at the time of submitting the application ends or is not renewed before the applicant joins, it may be replaced by a new project. URV's thesis supervisors may be assigned to ICAC on a part-time basis, as described in the programme contract between URV and ICAC.
- 7.5. Simple photocopy of the applicant's DNI, NIE or passport. Foreigners who do not have a NIE must attach a photocopy of their passport.
- 7.6. Applicants who take advantage of the cases of interruption provided for in section 3.2 of these Rules must state this in the application form and attach the supporting documentation.

- 7.7. For the purposes of the assessment of merits, only the information presented in Annexes I and II will be taken into account up to the closing date of the submission of applications. It will not be possible to subsequently update the data provided in Annex II or add documentation.
- 7.8. ICAC may require, at any time during the processing of the application, the documentation it deems necessary to verify compliance with the requirements set out in this call. Failure to provide the required documentation within the legally established period may result in the suspension of the application. The information provided may only refer to the deadline for submitting applications at the latest.

8. Deadline for submitting applications, inadmissibility and withdrawal.

- 8.1. The deadline for submitting applications will be fifteen working days from the day following the publication of the announcement of this call in the Diari Oficial de la Generalitat de Catalunya (DOGC). At the end of this period, the provisional list of applications admitted and excluded from the call will be made public on ICAC website, indicating the reasons for exclusion, where applicable.
- Excluded applicants will have a period of five working days, which will count from the day following the publication of the provisional list of admitted and excluded applications, to correct the defects in their application; and if they do not do so, the application will be rejected.
- 8.2. Once the deadline for amendments has been resolved, the final list of applications admitted and excluded from the call will be made public on ICAC website. Prior to the award of the contract, ICAC administrator will decide on the inadmissibility or withdrawal of the applications submitted and will notify them individually by email.
- 8.3. Failure to comply with the requirements of the call or the deadline for submitting the application, established in these Rules, will result in the inadmissibility of the application. Any applicant may expressly withdraw from participation in the call by submitting a withdrawal letter to ICAC that the centre must accept.

9. Instruction of the procedure and evaluation of applications.

- 9.1. The procedure and evaluation of applications will be carried out by means of an Evaluation and Selection Committee (hereinafter, CAS), chaired by ICAC administrator, which will act as an instructing body and will take into account the evaluation and selection criteria established in this section.
- 9.2. The CAS will be appointed by the director of ICAC and will be made up of the president and three members who will be researchers in the field of classical archaeology belonging to institutions outside ICAC and URV, one of the members may be a member of ICAC's Scientific Advisory Council. Agreements will be taken by simple majority. In addition, a fifth person will be appointed as secretary, who will attend the meetings of the CAS with voice but without vote. The CAS may also have, if it deems it appropriate, the advice of specialists, who will act with voice but without vote.
- 9.3. The CAS will study the applications in order to choose the most appropriate one for the objectives of the call.
- 9.4. Applications will be assessed on a maximum of 100 points and in accordance with the following phases and sections:
- 9.4.1. In the first phase, the academic record corresponding to the undergraduate and postgraduate degrees will be quantitatively evaluated. The curricular merits presented will also be qualitatively evaluated. The evaluation of this phase, with a score of 0 to 60 points, will be carried out with the following criteria:
- 9.4.1.1. The average grade of the personal academic record of the bachelor's degree or bachelor's degree, with a score from 0 to 33 points. The highest academic grade of the applicants will be the one that will obtain the maximum expected points (33 points), from which the academic qualification of the other applicants will be calculated;

- 9.4.1.2. The average grade of the personal postgraduate academic record, with a score from 0 to 12 points. The highest academic grade of the applicants will be the one that will obtain the maximum expected points (12 points), from which the academic grade of the other applicants will be calculated;
- 9.4.1.3. Curricular merits will be evaluated for research activity and other training and complementary merits: participation in research projects and activities; scientific publications; scholarships, grants or contracts obtained related to research; complementary training; presentations at scientific meetings; participation in dissemination, knowledge transfer and open science activities, or other activities related to the object of the call; with a score of 0 to 12 points;
- 9.4.1.4. Knowledge of languages, the mastery of each of them will be assessed, in accordance with section 7.1.7.5 of this call; with a score of 0 to 3 points.
- 9.4.2. In the second phase, the proposal for the preparation of the PhD thesis presented by the applicant will be qualitatively evaluated, with a score of 0 to 40 points. The evaluation of this phase will be carried out according to the following criteria:
 - 9.4.2.1. The PhD thesis proposal will be assessed: the working hypothesis, the impact on the field of research, the clarity in the identification of the objectives, the inclusion of interdisciplinary aspects, the suitability of the methodology, the work plan and the programming or schedule and the relationship with the scientific activity of the research team where the PhD thesis is to be carried out; with a score of 0 to 24 points;
 - 9.4.2.2. The feasibility of the proposal will be assessed, the planned budget and possible sources of funding; with a score of 0 to 3 points;
 - 9.4.2.3. The activities planned in terms of the applicant's training and specialisation and the means to contribute to the development of their research career and the acquisition of new skills will be assessed with a score of 0 to 7 points;
 - 9.4.2.4. Knowledge transfer, scientific dissemination, open science or other activities that are related to the research carried out within the framework of the research activity will be assessed with a score of 0 to 3 points;
 - 9.4.2.5. Other considerations not foreseen in the previous sections, but which must be taken into account at the discretion of the evaluators, will be assessed with a score of 0 to 3 points.
- 9.5. Merits that are not documented will not be assessed.
- 9.6. The CAS may ask applicants to provide the additional documentation it deems necessary to accredit the data contained in the application, within a maximum period of five working days. This request will be communicated to the interested parties through the email address specified in the application.
- 9.7. In the event of a tie in the highest score, CAS will interview each of the matched applicants to better determine the merits and assign the order of priority between them. If CAS deems it appropriate, it may also interview applicants who have obtained up to a maximum of 10 points difference from the applicant who has achieved the highest score. When evaluating the interviewees, the CAS, in addition to the curricular merits and the PhD thesis proposal, will assess their autonomy, initiative, capacity for independent thinking, ability to acquire new knowledge and leadership capacity.
- 9.8. The maximum score of the interview will be 15 points, which must be added to the points obtained in the assessment of the rest of the merits. If the score of the interview requires it, the maximum score of 100 points provided for in these Terms and Conditions may be exceeded.
- 9.9. The CAS will agree on a proposal for the provisional award of the contracts in which the result of the evaluation carried out in the two evaluation phases and in the interview, if applicable, will be specified. The proposal for the award will consist of an ordered list of the applicants based on the sum of the scores obtained, in accordance with the criteria set out in these Rules. The ordered list will specify the score obtained in each of the evaluation phases and in the interview, if applicable, and the corresponding total sum. The CAS will propose the awarding of the two

contracts to the two applicants who have obtained the best score. Applications that have not obtained a total score of 60 or more points cannot be selected nor can they be part of the booking list.

- 9.10. Applicants who obtain third and subsequent place in the classification will form the reserve list to cover the resignation or withdrawal that may occur of the people selected in first and second place, in accordance with the provisions of section 16 of these Rules and provided that they have obtained a total score of 60 or more points (as stated in section 9.9 of these Rules). If the applicant who has obtained the third place in the classification cannot fill the vacancy, the right will pass to the fourth person in the classification, and so on.

10. Proposal for provisional concession and allegations.

- 10.1. The CAS will publish the proposal for the provisional award of the contracts, in accordance with the provisions of sections 9.9 and 9.10 of these Rules, on ICAC website it will include the list of admitted applicants ordered according to the total score obtained. In addition, the proposal will be communicated to interested parties through the email address specified in the application.
- 10.2. Applicants may submit allegations to the provisional concession proposal within 10 working days, from the day following its publication and communication.
- 10.3. Once the deadline for submitting allegations has elapsed, CAS will submit a final award proposal to the director of ICAC that will contain the evaluation of the allegations presented, if applicable, and the result of the evaluation of the applications, as well as other issues that may be considered related to the hiring of the applicants who are beneficiaries of the call.

11. Resolution of concession and acceptance of the beneficiaries.

- 11.1. The director of ICAC will decide to award the contracts offered in this call within a maximum period of six months after the deadline for submitting applications. If this period elapses without an express resolution, it must be understood that the contracts have not been awarded. For the calculation of this period, the period elapsed between the end of the period for allegations and the proposal for the final concession of the CAS will not be taken into account (section 10.3 of these Rules).
- 11.2. The concession resolution will be final and will take into account the concession proposal of the CAS. In addition to including the name and surname of the applicants to whom the contracts have been awarded, it will also include the name and surname of the substitutes, which will be ordered according to the total score obtained. The award of the contract, when it corresponds to resignations or terminations, will take place in the order established in the reserve list and in accordance with the procedure provided for in section 16 of these Rules.
- 11.3. The award resolution will be published on ICAC website. In addition, interested parties will be notified through the email address specified in the application.
- 11.4. The beneficiaries, from the day following the publication and communication of the resolution, will have a period of ten working days to explicitly commit, in a signed document, to accept and comply with all the conditions of this call. This document (Annex III) can be obtained on ICAC website and at the centre's secretary's office.
- 11.5. Prior to signing the contract, beneficiary applicants who have not authenticated the documentation submitted together with the application and the curricular data form (Annexes I and II) must do so at ICAC secretariat or by the means provided for in Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations and then send it to ICAC.
- 11.6. It will be understood that the beneficiary applicants renounce to sign the contract if they do not present the acceptance documents and the attached authenticated photocopies within the period indicated in sections 11.4 and 11.5 of these Rules. In this case, the contract not awarded will be awarded to the applicant who appears first in the reserve list, in order of priority and in accordance with the provisions of section 9.10 of these Rules.
- 11.7. Applicants may lodge an appeal against the concession resolution before the Board of Directors of ICAC, whose agreements exhaust the administrative channel (article 4.2 of ICAC Statutes), within one month from the day following the resolution, in accordance with the

provisions of article 76 of Law 26/2010, of 3 August, on the Legal Regime and Procedure of the Public Administrations of Catalonia and Article 122 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations.

- 11.8. From the day following the publication of the concession resolution, the beneficiary applicants will have twenty working days to sign the contract.

12. Duties of the people hired.

- 12.1. Duty to accept and comply with the conditions of this call and the internal rules of ICAC.
- 12.2. Duty to submit to ICAC a copy of the enrolments of the academic supervision of the PhD in Classical Archaeology in which ICAC and URV participate in the corresponding academic years.
- 12.3. Duty to carry out the activities described in the report of their PhD thesis proposal.
- 12.4. Duty to join the research team where he/she has proposed to carry out his/her PhD thesis proposal, which will be supervised by the researcher from ICAC and URV who has endorsed the proposal submitted, in accordance with the provisions of section 7.3 of these Terms and Conditions.
- 12.5. It will be possible to collaborate in other ICAC programmes and projects, in the set of general activities of the Institute and to attend the scientific activities organised by the Institute.
- 12.6. Duty to communicate the presentation of the PhD thesis to the Committee of the PhD programme at ICAC, as well as any modification of the scheduled dates on which the preparation and writing of the PhD thesis must be carried out.
- 12.7. Duty to submit the contract monitoring report to ICAC within the deadlines set out in Rule 13 of this call.
- 12.8. Duty to submit a copy of the PhD thesis to ICAC.
- 12.9. Duty to state, on the cover of the PhD thesis: "PhD thesis carried out with the support of ICAC and URV".
- 12.10. Duty to state, in the written production derived from the writing of the PhD thesis: "With the support of Institut Català d'Arqueologia Clàssica and the Rovira i Virgili University", provided that he/she does not sign as a member of ICAC.
- 12.11. Duty to join ICAC and comply with the Institute's occupational health and safety regulations, in accordance with the provisions of Law 31/1995, of 8 November, on the prevention of occupational risks.
- 12.12. Duty to request authorisation from ICAC to make any modification, trip, stay, or for any incident that affects the development of the contract and the work plan.
- 12.13. It will be possible to collaborate in the set of general activities of the Institute and to attend them, whenever possible.
- 12.14. Duty to take into account the current regulations on intellectual property rights that may be generated during the duration of the contract.
- 12.15. Duty to submit the contract monitoring reports in the terms set out in section 13 of these Rules.
- 12.16. Duty to communicate, where appropriate, the resignation of the employment contract by means of a reasoned letter addressed to the director of the Institute.
- 12.17. If the person hired is a foreigner, they must provide a postal address in a municipality in Catalonia that is valid for notifications and other data submissions that may be necessary, provided that it cannot be provided through the email address, which will be the preferred route.
- 12.18. An annex to the employment contract will include the list of aspects to be taken into account for the termination of the employment contract.

13. Monitoring and evaluation of the person hired.

The person hired will be evaluated periodically, in order to monitor the fulfilment of the objectives set out in their employment contract. The evaluation sections will be the following:

- 13.1. The first follow-up report will correspond to the probationary period and the person hired will submit it fifteen days before the end of the first three months of the contract. In this first evaluation, compliance with the Rules of the call and the appropriate incorporation of the hired person into the research team will be reviewed. In addition, the planning and programming of the hired person's work plan for the next 45 months will be approved. The follow-up report must be approved for the continuity of the contract.
- 13.2. The second monitoring report will be presented eighteen months after the start of the contract. In this second evaluation, compliance to date with the work plan set out in the first evaluation will be reviewed. In addition, the variations to the work plan that are deemed appropriate for the smooth running of the project may be proposed. Also, the duties that the contracted person will have to comply with in order to complete the contract will be established. The follow-up report must be approved for the continuity of the contract.
- 13.3. The third monitoring report of the contract will be drawn up thirty-six months after the start of the contract and compliance with the plan established in the last evaluation meetings will be reviewed up to the date and the variations to the plan that are deemed appropriate for the smooth running of the work may be proposed. The follow-up report must be approved for the continuity of the contract. If the evaluated researcher does not pass the control, but the situation is considered correctable, he/she may continue to be hired and must pass a new control after 4 months.
- 13.4. The fourth and final follow-up report will coincide with the end of the contract and will review the fulfilment of the duties of the person hired to close the signed contract. The homework will have been set in the second evaluation. The hired person will be asked to close their job in accordance with the provisions of the signed employment contract. Once the duties for the closure of the contract have been resolved, ICAC will pay the discharge to the person hired.
- 13.5. The reports for the monitoring and evaluation of the contract will be drawn up by the director of the PhD thesis of the person hired, and will have the approval of ICAC administrator, in accordance with their competences. The director of ICAC will approve or disapprove the reports and evaluations that have been made.

14. Compatibility and enjoyment of the contract.

The PhD contracts of this call can only be taken once and are full-time and with exclusive dedication. In addition, the provisions of Law 21/1987, on the incompatibilities of personnel in the service of the administration of the Generalitat de Catalunya and Instruction 2/24, of 11 October 2024, on the regulation of the compatibility of activities at the Catalan Institute of Classical Archaeology (ICAC), apply to them.

15. Interruptions.

At the reasoned request of the person hired, the director of ICAC may grant the temporary interruption of the contract so that he or she can carry out activities of a scientific nature that are incompatible with this contract. This temporary interruption must be justified and have the approval of the researcher coordinating the contracted person and ICAC administrator. The temporary interruption of the contract may not exceed six months.

16. Resignations and revocations.

- 16.1. The resignation, revocation or withdrawal that may occur in the first three months of the contract may be covered by the applicants who appear in the reserve list, in accordance with section 9.10 of these Rules.
- 16.2. The contracted person who resigns from the job must explain this circumstance of voluntary withdrawal in a letter that will be sent to the director of ICAC.
- 16.3. The person who covers the waiver (section 16.1 of these Rules) is subject to the same conditions as the call and the duration provided for in section 4.3 of these Rules.

- 16.4. ICAC will revoke the signed contract if the contracted person has not passed any of the monitoring and evaluation reports established in section 13 of these Rules.

17. Personal data.

- 17.1. By formalising and submitting the application, applicants accept the Rules of the call and give their consent for the processing of the personal data that are necessary to take part in the call and for the rest of the processing of the selection process or other actions derived from it, in accordance with current regulations.
- 17.2. The personal data contained in the application will be processed in the Selection and provision of jobs activity, with the following specifications:
- 17.2.1. Identification of the activity: Selection and provision of jobs.
 - 17.2.2. Data controller: Catalan Institute of Classical Archaeology (ICAC); plaça d'en Rovellat, s/n, 43003 Tarragona, telephone (+34) 977 24 91 33, info@icac.cat, www.icac.cat.
 - 17.2.3. Data Protection Officer: delegatpd@icac.cat, Catalan Institute of Classical Archaeology, Plaça d'en Rovellat, s/n, 43003 Tarragona, telephone (+34) 977 24 91 33.
 - 17.2.4. Purpose of the processing of personal data: selection and provision of jobs through public announcements.
 - 17.2.5. Legal basis: consent, mission carried out in the public interest provided for in Real Decret Legislatiu 5/2015, of 30 October, approving the revised text of the Law on Estatut Bàsic de l'Empleat Públic.
 - 17.2.6. Recipients: publication on ICAC website of the procedures of the selection process, in accordance with current regulations; the applicant will be informed that their data will be published on ICAC website; people who access information by application of the principle of active advertising provided for in the transparency regulations; the competent public administrations in this area, in compliance with the applicable legal obligation. Personal data will not be transferred outside the European Union.
 - 17.2.7. Rights of the interested parties: the personal data provided, request its rectification or deletion, oppose its processing and request its limitation, by sending an express request to protecciodp@icac.cat.
 - 17.2.8. Period of retention of personal data: the calendar for the conservation and disposal of documents of the Administration of the Generalitat de Catalunya will be complied with.
 - 17.2.9. Complaint: in the event that the applicant's rights are violated with regard to the protection of their personal data, especially when they have not obtained satisfaction in the exercise of their rights, they can file a complaint with the competent Data Protection Control Authority through its website: www.apdcat.cat.

18. European Charter for Researchers, Code of Conduct for the Recruitment of Researchers, European Dissemination Channels for the Call.

- 18.1. In accordance with the recommendation of the European Commission (2005/251/EC), of 11 March 2005 (OJEU L75 of 22/03/2005), and in compliance with the accreditation of the Human Resources Strategy for Researchers (HRS4R) also of the European Commission, the European Charter for Researchers, the Code of Conduct for the recruitment of researchers of this call will be applied, the Council Recommendation of 18 December 2023 on a European framework for attracting and retaining research, innovation and entrepreneurship talent in Europe, and the ICAC Principles for the recruitment and selection (OTM-R).
- 18.2. In addition, the call will be disseminated through the EURAXESS Network and its adhesion to the European refugee initiative Science4Refugees will be recorded if the computer system of the EURAXESS Network allows it.

19. Monitoring of the call in accordance with the principles for hiring ICAC staff.

- 19.1. This call is responsible for compliance with the principles approved by ICAC within the framework of the OTM-R program of the HRS4R accreditation. These principles are included in the document entitled Principles for hiring ICAC staff and which can be consulted on the Institution's website.
- 19.2. In compliance with the aforementioned principles, this call for will be evaluated in accordance with the procedure established in the aforementioned document.