



ROMANIAN ACADEMY

"PETRU PONI" INSTITUTE OF MACROMOLECULAR CHEMISTRY

Grigore Ghica Vodă Alley, no. 41A, 700487, Iași

Phone: +40 332 880 050, +40 332 880 220; Fax: +40 232 211 299

Approved

**The Department of Chemical
Sciences of the Romanian
Academy**

President

Academician Marius Andruh

REGULATION

**for the organization of the promotion exam for obtaining the professional degrees of
research and development within the Institute of Macromolecular Chemistry "Petru
Poni" of the Romanian Academy**

Iasi
2025

Preamble - Legal framework:

1. Law no. 752/2001 regarding the organization and functioning of the Romanian Academy with subsequent amendments and completions;
2. The Statute of the Romanian Academy of 2009, with subsequent amendments and completions;
3. Law no. 183/2024 on the status of research, development and innovation personnel;
4. Government Ordinance no. 57/2002 on scientific research and technological development, updated;
5. G.D. no. 1569/2024 for the approval of the Methodological Norms regarding the organization of the promotion exam for obtaining the professional degree by the research, development and innovation staff of research organizations;
6. MENCS Order no. 6129/2016 regarding the approval of the minimum necessary and mandatory standards for the conferral of teaching titles in higher education, of the professional degrees of research and development, of the quality of doctoral supervisor and of the habilitation certificate;
7. MEC Order no. 3191/2025 for the approval of the Methodology for the verification and evaluation of the files containing the documents related to the competition for the position, respectively to the exam for granting the professional degree of scientific researcher grade II and grade I;
8. Methodological norms issued by the Romanian Academy on 8.01.2025 regarding the organization of the promotion exam for obtaining the professional degrees of research and development in the research institutes/research centers/branches of the Romanian Academy;
9. Recommendation of the Council of the European Union of 18 December 2023 on a European framework for attracting and retaining research, innovation and entrepreneurship talent in Europe (C/2023/1640) - European Charter for Researchers and Code of Conduct for the Recruitment of Researchers (the 'Charter and Code for Researchers')

CHAPTER I. General provisions

Art. 1. (1) Through the process of promotion in the scientific career, the career development of the research staff, employed within the Institute of Macromolecular Chemistry "Petru Poni" Iași (ICMPP), is ensured by acquiring the immediately higher professional degree and hiring on the position related to it.

(2) Within ICMPP, the professional degrees of research and development for which a promotion exam can be organized are:

a) **senior researchers**, holding the title of doctor:

(i) Principal Investigator (R4): Scientific Researcher Grade I - CS I;

(ii) established researcher (R3): scientific researcher grade II - CS II;

b) **recognized researcher** (R2), holding the title of doctor: scientific researcher grade III - CS III;

(3) Promotion to professional research and development grades CS III, CS II, CS I, already employed in ICMPP positions, shall be made by transforming the position occupied into a position immediately superior to the one occupied, corresponding to the professional grade obtained through the examination.

(4) The promotion exam is organized by ICMPP, in accordance with the provisions of art. 13 para. 1, 6, 8 and 10-11, art. 14 para. 5, art. 15, art. 18 para. 1-3, art.19 para. 2, art. 20 para. 2, art. 22-23 of Law no. 183/2024 on the status of research, development and innovation personnel, of G.D. no. 1569/2024 the organization of the promotion exam for obtaining the professional degree by the research, development and innovation staff of research organizations, of the Methodological Norms issued by the Romanian Academy on 8.01.2025 regarding the organization of the promotion exam for obtaining the professional degrees of research and development in the research institutes/research centers/branches of the Romanian Academy, as well as of the general principles and conditions provided European Charter for Researchers.

(5) The promotion exam shall be organized by ICMPP according to the available financial resources and the human resources policy, within the approved budgets and in compliance with the legal provisions. The organization of the promotion exams is approved by the ICMPP Scientific Council.

(6) The promotion exam shall be organized at the decision of the Director of ICMPP, following the request of the person who meets the minimum standards provided for in art. 13 para. (1) of Law no. 183/2024 and the additional standards provided for in art. 13 para. (3) of Law no. 183/2024, which represent ICMPP's own standards, as well as the other conditions necessary for registration for the exam.

(7) The candidate who passes the exam shall conclude with ICMPP an addendum to the existing individual employment contract, under the conditions provided for in art. 19 para. (3) of Law no. 183/2024, being assigned to the position related to the higher professional grade acquired, starting no later than January 1 of the year following the year in which the promotion was made. The Romanian Academy, as the main authorizing officer, will annually establish the maximum number of positions approved for financing by the Annual Law on the State Budget and will allocate to each authorizing officer the budget tab, in accordance with it and with the approvals of the Ministry of Public Finance.

(8) Only CDI staff employed in ICMPP may participate in the promotion examination, regardless of citizenship, under the conditions of the law and in compliance with the general principles and conditions provided by the European Charter for Researchers, without any discrimination regarding sex, age, ethnic or social origin, political or religious orientation, citizenship, disabilities, social or economic condition or other types of discrimination.

CHAPTER II. Minimum training conditions that must be met by the persons who participate in the promotion exam for obtaining the professional degree

ART. 2. ICMPP decides to organize the exam for promotion to a professional grade immediately higher than the one occupied, at the request of the person who meets the conditions for participation in the exam, with the approval of the ICMPP Director.

ART. 3. *The minimum standards* for the promotion exam for professional research and development degrees are as follows:

(1) For the professional grades CS II and CS I, the minimum standards are approved by Order of the Ministry of Education, at the proposal of the CCCDI; in order to obtain the professional degree of CS I, he/she must hold the habilitation certificate.

(2) For the CS III professional grade, the minimum standards are as follows:

- to hold the title of doctor in the specialty or in related fields;
- at least five articles published in journals indexed in international databases (Google Scholar is excluded);
- at least one paper presented at an international conference.

ART. 4. *The additional standards* established by the ICMPP that must also be met by the persons who participate in the promotion exam are:

(1) For **scientific researcher grade III (CS III)**:

- to be (co)author of at least 15 scientific papers published in specialized journals (of which a maximum of 2 can be patents for inventions), of which at least 10 are published in ISI-rated journals. Out of the 10 published scientific papers, the candidate must be first author of at least 1 paper and correspondence author of at least 2 papers;
- to be a team member of at least one project won on a competitive basis;
- to provide proof of submission of an application for funding for a research project funded by competition as project director/partner responsible;
- to have a seniority in the previous position (immediately lower) of at least 3 years, obtained following a competition/exam that required the fulfillment of both the minimum criteria, according to the law, and the additional criteria imposed by the ICMPP.

(2) For **scientific researcher grade II (CS II)**:

- to have the scientific title of doctor in the field of the position for which they compete;
- to meet the minimum standards approved by order of the Minister of Education;
- the candidate must have obtained the qualification "very good" in the evaluation of individual professional performance at least twice in the last 3 annual evaluations of professional performance;
- to have scientific contributions from the position previously held;
- to be a (co)author of at least 30 scientific papers published in specialized journals (of which a maximum of 20% can be patents for inventions), of which 20 published in ISI-listed journals;
- minimum 50 citations, self-citations are excluded;
- project director/partner manager for at least one project won on a competitive basis;
- to have a seniority in the previous (immediately lower) position of at least 3 years, obtained following a competition/exam that required the fulfillment of both the minimum criteria, according to the law, and the additional criteria imposed by the ICMPP;
- have a research internship (minimum 6 months, which can consist of internships of at least 1 month) within an institution abroad.

(3) For **scientific researcher degree I (CS I)**:

- to have the scientific title of doctor in the field of the position for which they are competing;
- to meet the minimum standards approved by order of the Minister of Education;
- the candidate must have obtained the qualification "very good" in the evaluation of individual professional performance at least twice in the last 3 annual evaluations of professional performance;

- to have scientific contributions from the position previously held;
- to be (co)author of at least 50 scientific papers published in specialized journals (of which maximum 20% can be patents for inventions), of which 35 published in ISI-rated journals;
- minimum 100 citations, self-citations are excluded;
- to have a seniority in the previous (immediately lower) position of at least 3 years, obtained following a competition/exam that required the fulfillment of both the minimum criteria, according to the law, and the additional criteria imposed by the ICMPP;
- project director/partner manager for at least two projects won on a competitive basis;
- have a research internship (minimum 6 months, which can consist of internships of at least 1 month) within an institution abroad.

ART. 5. The scientific researchers CS, CSIII, CSII and CSI, with an individual employment contract for an indefinite period, who exceed by at least 50%, at least two thirds of the ICMPP's own standards, may take an exam for promotion to the higher professional grade within the ICMPP with which they have an individual employment contract for an indefinite period, by concluding an addendum to the existing individual employment contract.

CHAPTER III. Organization and conduct of the exam

SECTION 1. General framework for registration for the exam

ART. 6. (1) Registration for the exam shall be made within 30 calendar days from the date of approval of the application for registration for the examination of the CDI staff who meet the conditions for participation, according to a calendar established by the ICMPP Director.

(2) The promotion exam for obtaining the professional grades of CS III, CS II and CS I consists of analyzing the registration file for the exam, verifying the fulfillment of the conditions provided by the law and awarding the score based on a grid adapted to the specifics of the candidate's job activity and performances.

ART. 7. (1) In order to register for the promotion exam, the candidate submits a file both in physical and electronic format (each document in the physical file will be scanned according to the opis and saved on a memory stick), which will include the following documents:

- a) the application for registration for the exam, to which is attached a declaration on own responsibility regarding the veracity of the information presented in the file, completed and signed in original by the candidate;
- b) the list of publications, papers, articles/studies, patents selected by the candidate according to the relevance for his/her own scientific research activities, signed in original by the candidate;
- c) the verification sheet of the fulfillment of the research organization's own standards, completed and signed by the candidate;
- d) a copy of the doctoral diploma, in the event that the diploma has not been issued by a higher education institution in Romania, a copy of the certificate of its recognition or equivalence shall be submitted, certified by the candidate according to the original, name in clear and signature;

e) copy of the identity document or any other document attesting the identity, according to the law, as the case may be, certified by the candidate according to the original, clear name and signature;

f) copy of the marriage certificate or proof of name change, as the case may be, certified by the candidate according to the original, clear name and signature;

g) the affidavit in which it is mentioned that, in the last 3 years prior to the registration for the promotion exam, the candidate has not been sanctioned for committing a serious deviation from the good conduct in the activity of the CDI provided for in art. 52 para. (8) of Law no. 183/2024, completed and signed by the candidate;

h) the curriculum vitae signed by the candidate;

i) the medical certificate attesting the appropriate state of health, issued by the candidate's family doctor or by the authorized health units no more than 3 months prior to the exam;

j) the criminal record certificate;

k) the signed declaration of consent for the processing of personal data.

(2) The candidate's curriculum vitae shall include:

a) the studies carried out and the diplomas obtained;

b) the professional experience and relevant jobs previously held;

c) the research, development and innovation projects that he/she has led as project director and the grants obtained, if applicable, indicating for each source of funding, the volume of funding and the main publications or patents resulted;

d) prizes or other elements of recognition of scientific contributions;

e) the narrative description of the 3 most important achievements since the last promotion - maximum 3 pages.

(3) The examination file must contain the list of publications, papers, articles/studies, patents considered by the candidate to be relevant to the field of the position for which he/she is applying. The list is structured as follows:

a) the list of no more than 10 scientific publications, the most relevant ones, such as: author's books, articles/studies/chapters, edited volumes, papers;

b) the list of invention patents and other industrial property titles;

c) the list of author's books and published volumes;

d) the list of articles/studies in extenso, published in journals of the main international scientific flow;

e) the list of other works and scientific contributions.

(4) The form in which the list of the candidate's works is submitted is both in physical and electronic format. If in the list of the candidate's papers there are some that are not available in electronic format, then they are submitted in physical format and scanned in pdf.

(5) The standard forms for registration for the exam are: the application for registration for the exam, the verification sheet of the fulfillment of ICMPP's own standards and the declaration of consent for the processing of personal data.

(6) The exam file is submitted by the candidate both in physical and electronic format (the printed documents will be written on a memory stick), at the ICMPP headquarters.

(7) The secretary of the examination commission shall register the examination file, communicate the registration number to the candidate and send the file to the members of the examination commission.

(8) The secretary of the examination commission shall verify that the examination file is complete on the day of its receipt and registration. In the event that the examination file is incomplete, the secretary of the examination commission shall ask the candidate for clarifications, and the candidate may complete the examination file until the expiry date of the period for submitting the examination files.

(9) In the exercise of the duties provided for in para. (6) and (7), the secretary of the examination commission collaborates with the Human Resources Payroll Service (SRUS) within ICMPP.

ART. 8. The fulfillment by a candidate of the legal conditions for taking the exam is certified by the legal opinion of the Legal Office of the ICMPP.

SECTION 2. Examination Commission and Appeals Resolution Commission

ART. 9. (1) Persons who:

a) participates in the decision-making process regarding the appointment of the examination commission and the commission for solving appeals;

b) participates in the professional or administrative evaluation during the exam.

(2) Persons who have the status of spouse, relative or relative up to the third degree including in relation to the candidate for the examination, who fall under the provisions of art. 54 para. (1) letter c) of Law no. 183/2024.

ART. 10. (1) The composition of the examination commission shall be established within 5 calendar days from the approval of the organization of the exam and the calendar of the examination.

(2) The examination commission for professional positions and grades of CSIII, CSII and CSI is made up of 5 members, scientific researchers or university professors who have a professional degree or university teaching title at least equal to that of the position put up for examination. At least 3 members of the examination commission for the professional positions and grades of CS II and CS I must be from outside the ICMPP.

(3) The examination commission and the commission for solving appeals benefit from administrative support from ICMPP, provided by a secretary appointed by administrative act of the Director of ICMPP, who is not a member of the examination commission and does not take part in the decisions of the commission.

(4) The ICMPP scientific secretary proposes the nominal composition of the examination commission. The examination commission is approved by the ICMPP Scientific Council, and is appointed by decision of the ICMPP Director. The nominal composition of the examination commission is approved in accordance with the Chemical Sciences Section of the Romanian Academy.

(5) The decisions of the examination commission shall be taken by the open vote of the members and shall have the favorable vote of at least three members of the commission.

(6) The work of the examination commission shall be conducted by one of the two members of the examination commission affiliated to ICMPP - the organizer of the examination, who shall have the capacity of president appointed by decision of the Director of ICMPP.

ART. 11. (1) The composition of the commission for solving appeals shall be established within 5 calendar days from the establishment of the calendar for the examination.

(2) The commission for solving appeals is made up of the president and two members who are scientific researchers or university professors, who solve the appeals related to procedural defects, as well as to the way of calculating the scores provided in the verification sheet of the fulfillment of the research organization's own standards.

(3) The members of the commission for solving appeals have a professional degree or university teaching title at least equal to that of the respective position and are specialists in the field of subjects for which the exam is organized or in related fields.

(4) The ICMPP scientific secretary proposes the nominal composition of the commission for solving the appeals for the respective positions. The commission for the settlement of appeals is approved by the Scientific Council and is appointed by decision of the Director of ICMPP. The nominal composition of the commission for solving appeals is approved in accordance with the Chemical Sciences Section of the Romanian Academy.

(5) The decisions of the commission for the settlement of appeals shall be taken by the open vote of the members and shall have the favorable vote of at least two members of the commission.

(6) The members of the examination commission may not be part of the commission for the settlement of appeals.

(7) The works of the commission for the settlement of appeals shall be led by one of the members of the commission for the settlement of appeals who has the capacity of president appointed by decision of the Director of ICMPP.

SECTION 3. Conduct of the exam

ART. 12. (1) The exam commission has the obligation to complete the exam within 15 calendar days from the date of the end of the registration for the exam.

(2) The promotion exam for obtaining the professional grades of CS III, CS II and CS I consists of the analysis of the exam file, the verification of the fulfillment of the conditions provided by the law and the awarding of the score based on a grid adapted to the specificity of the candidate's job activity, in accordance with the thresholds established by the ICMPP's own standards.

(3) The Scientific Council shall analyze the observance of the procedures established by its own examination regulations and shall approve the report on the examination by open roll-call vote.

SECTION 4. Exam results

ART. 13. The evaluation process for acquiring the professional degree of CS III, CS II and CS I is carried out as follows:

- a) verifying the exceedance of at least two thirds of the ICMPP's own standards by at least 50%;
- b) after analyzing the exam file, each member of the examination commission awards a score, based on a grid adapted to the specifics of the candidate's job activity; next to each quantitative threshold established by the minimum standards and by the ICMPP's own standards, as the case may be, the score obtained by the candidate shall be mentioned;
- c) candidates who have fulfilled the legal conditions following the verification carried out according to the provisions of letter a) may be proposed for promotion.

ART. 14. (1) The chairman of the examination commission shall draw up a report on the examination, based on the assessment reports written by each member of the examination commission in which the results of the evaluation process are recorded, and shall propose the granting of the professional degree of research and development to the respective candidate.

(2) The report on the examination shall be signed by each member of the examination commission. The president of the examination commission sends the report and the related documentation to the Scientific Council, which analyzes the observance of the procedures established by its own examination regulations and approves or not the report on the exam, by open roll call vote.

(3) The scores awarded to the candidates by the examination commission may not be modified by the Scientific Council.

(4) After the approval of the report of the examination commission, it shall be submitted by the Director. ICMPP.

(5) The result of the exam shall be communicated to the candidate within two working days from its completion.

ART. 15. (1) The duration and completion of the exam is 15 calendar days from the date of the end of the registration for the exam, at the level of the exam commission and 45 calendar days until the submission of the report of the exam commission and the file containing the documents related to the exam to the Presidium of the Romanian Academy. The files are checked at the Romanian Academy, and the result of the exam is approved by the Presidium of the Romanian Academy.

(2) The files containing the documents related to the promotion exams for the positions of CS III, CS II and CS I, will be endorsed by the Scientific Council of ICMPP.

(3) The files for passing the exams for obtaining the grades of CS III, CS II and CS I shall be submitted by the ICMPP, within 10 calendar days from the end of the competition to the Chemical Sciences Section of the Romanian Academy.

The Chemical Sciences Section of the Romanian Academy, within a maximum of 15 calendar days, will analyze the file for the conferral of the professional degree of research and development. In case of a favorable opinion, it will submit the file to the Legal and Communication Service for verification.

The Legal and Communication Service will approve the file on the legality of the promotion exam within a maximum of 15 calendar days from the receipt of the file from the Scientific Section. In case of favorable approval, it will submit the file to the Research and Doctoral Programs Service. The Research and Doctoral Programs Service will submit for approval to the Presidium of the Romanian

Academy, within a maximum of 5 calendar days, the promotion files that have obtained the favorable opinion of the Scientific Section and the Legal and Communication Service.

(4) If, following the administrative analysis, it is found that the exam file is incomplete or does not comply with the legal regulations in force, as well as the provisions of the research organization's own exam regulations, the Romanian Academy returns the exam file to ICMPP. Within 15 days from the date of refund, ICMPP has the obligation to update it, so that the legal provisions are complied with and to send it back to the Scientific Section/Service that found the non-compliance with the legal regulations in force.

SECTION 5. Resolution of appeals

ART. 16. (1) The candidate may file an appeal within two working days from the communication of the result by the examination commission.

(2) The appeal shall be formulated and sent to the ICMPP registry/email address where the file was submitted. The appeal shall be submitted to the commission for the settlement of appeals by the secretary of the commission.

(3) The Appeals Settlement Commission shall analyze the aspects of the submitted appeal, which it shall resolve within two working days from its registration.

(4) The chairman of the commission for solving appeals shall draw up a report, based on the reports drawn up by each member of the commission.

(5) The report on the submitted appeals shall be signed by each member of the commission for the settlement of appeals. The Chairman of the Appeals Settlement Commission shall submit the report and the related documentation to the Scientific Council, which shall analyze the observance of the procedures established by its own examination regulations and shall approve or deny the report on the appeals, by open roll-call vote.

(6) The report of the commission for the settlement of appeals shall be submitted by the Scientific Council, to the Director of ICMPP, after which the final results of the examination shall be published.

SECTION 6 Job Placement and Exam Obligations

ART. 17. (1) Following the approval of the favorable result of the exam held in ICMPP by the Presidium of the Romanian Academy, the President of the Romanian Academy issues the decision for the employment and granting of the professional research and development degree of CS III, CS II and CS I to the promoted candidate, in accordance with the provisions of art. 10 para. 4 of Law no. 183/2024.

(2) Following the validation of the result of the exam held in ICMPP, the Director of ICMPP shall issue the decision regarding the classification of the promoted candidate on the position of CS III, following the granting of the professional degree of research and development by the decision of the

President of the Romanian Academy, in accordance with the provisions of art. 10 para. 4 of Law no. 183/2024.

(3) Following the validation of the exam result, the ICMPP Director shall issue the decision regarding the classification of the promoted candidate on the position of CS II and CS I, following the granting of the professional degree of research and development by order of the Ministry of Education or, as the case may be, by decision of the President of the Romanian Academy, in accordance with the provisions of art. 10 para. 4 of Law no. 183/2024.

(5) The professional degree, once granted, belongs to the respective holder, for the respective field of research and development, for the rest of his life, and constitutes a personal title that he can use in all cases involving his image or personal rights.

(6) The professional degrees of research and development of CS II, respectively CS I that have been acquired are recognized in any research organization, in the field in which they were acquired, and it is no longer necessary to validate the fulfillment of the minimum standards provided for in art. 13 para. (1) of Law no. 183/2024 in the case of the candidate declared the winner following a public competition for a position corresponding to the professional research and development degree held.

ART. 18. (1) ICMPP prepares annually a summary report on the organization and conduct of the promotion exams, which is sent annually, within 15 calendar days from the end of the calendar year for which the report is made, both in physical format, with a forwarding address, to the Research and Doctoral Programs Service, and in electronic format to the email address bpg@acad.ro. The Research and Doctoral Programs Service will send to the Ministry of Education, within 15 calendar days, the reports received from ICMPP.

(2) The persons involved in the examination procedure shall be accountable to the ICMPP management for the proper conduct of the promotion exams, in compliance with the norms of quality, ethics and professional deontology of the CDI staff and the legislation in force.

ART. 19. This Regulation is adopted in a meeting of the Scientific Council at the level of ICMPP and is sent for approval to the Chemical Sciences Section of the Romanian Academy.

This Regulation enters into force after its approval by the Chemical Sciences Section of the Romanian Academy and will be posted on the ICMPP website and implicitly brought to the attention of the employees.

Director ICMPP,

.....

Dr. Valeria Harabagiu