

Regulation on the guidelines of compatibility/incompatibility and on the guidelines for the working hours of professors and researchers:

Art. 1 - Subject

1. The present Regulation shall regulate, in accordance with the current legislation:
 - a) The guidelines of compatibility/incompatibility for professors and researchers.
 - b) The modalities for the submission and evaluation of the request for modification of the working hours on the part of professors and researchers.
2. For the purpose of the present Regulation, the term “researchers” shall refer to researchers part-time and permanent contracts.

Art. 2 – Guidelines of compatibility/incompatibility for professors and researchers regardless of the working hours

1. The role of professor and researcher is deemed incompatible with:
 - a) The implementation of any employed activity
 - b) The exercise of commerce and industry, without prejudice to the roles related to the professional activities authorized in accordance with art. 5;
 - c) The implementation of working relationships in the employ of public/private Italian/foreign subjects without prejudice to what is provided for in paragraph 3.
2. Merely for explanatory purposes shall be regarded as exercise of commerce and industry:
 - a) Every entrepreneurial activity, including artisan activity;
 - b) Participation as associate to partnerships (Snc, Sas, Ss) with the exclusion of the cases in which the responsibility of the associate is limited by law or by constitutive act of the society;
 - c) The assumption of the office of president or managing director of limited companies (Spa, Srl, Sapa), excluded the role of non-executive president.
3. Still for explanatory purposes, may be carried out the following activities:
 - a) Administrator or President of foundations, associations or any non-profit making organization;
 - b) Experts operating in public institutions, public administrations, Universities, pursuant with the laws, regulations and statutes of therein;
 - c) The participation, as experts, without operational delegation, to the board of directors of a capital company;
 - d) The participation as associate to capital companies, without management responsibilities.
4. This is without prejudice to the possibility to establish an academic spin off or a start up, pursuant to article 2 and 3 of the legislative decree of 27 July 1999, n. 297, even assuming formal responsibilities, within temporal limits and pursuant to what is provided for in the academic regulations.

Art. 3 - Guidelines of compatibility/incompatibility for full-time professors and researchers

1. The position of full-time professor and researcher, is incompatible with the pursuit of self-employed activities, without prejudice to the incompatibilities provided for in art.2, and without prejudice to the agreements for the regulation of health-care activities carried out on behalf of the National Health Service in accordance with Law n. 240/2010, as well as the special dispositions referred to the individual

occupations protected by law, and the cases provided for in art. 11 of D.P.R. 382/80

2. Without prejudice to the respect of their institutional obligations, the full-time professors and researchers may carry out freely, even with remuneration, activities of evaluation and review, lessons and seminars, journalism and publishing, cultural and scientific divulgation; collaboration and consultancy at societies provided with special agreements with the University. The full-time professors and researchers may carry out, prior authorization provided for in art. 5, didactic and research functions, as well as institutional and management duties without binding to public and private non-profit organizations, provided that it does not lead to conflict of interest, or damage to the didactic and scientific activities of the University.

3. The full-time professors and researchers may carry out didactic and research activity at another University, on the basis of an agreement between the two University aimed at the attainment of objectives of common interest.

Art. 4 – Guidelines of compatibility/incompatibility for part-time professors and researchers

1. The position of part-time professor and academic researcher, without prejudice to the incompatibility provided for in art. 2, shall be compatible with the implementation of the private practice and self-employed activities, provided that they do not entail conflict of interest with the University.

2. For said purpose the professor shall communicate the activity implemented, including the professional association to which they are registered to the act of the entry into service.

3. The status of part-time professor is incompatible with the exercise of any academic charge.

Art. 5 – Activities subject to authorization

1. The implementation of extra-institutional activities not falling under those expressly compatible or incompatible pursuant to the previous paragraphs, may be allowed only upon proper authorization.

2. The authorization, in order to be accepted, must be requested by the person concerned before the beginning of the activity with application addressed to the Rector, whom shall allow the authorisation if the activity:

- a) Does not determine situation of conflict of interest with the University,
- b) Does not undermine the image of the University,
- c) Does not undermine the research activity, the academic activity and the implementation of academic assignments.

3. The authorization may be revoked at any time with a reasoned statement.

Art. 6 – Sanctions

1. Those whom carry out working activities without the required authorization, may be subject to disciplinary proceedings, without prejudice to the civil and criminal liability of the teacher. The compensation for the working activities shall be deposited in the revenue account of the University.

Art. 7- Application for the modification of working hours

1. The application shall be submitted using exclusively the application form attached in the present regulation (attachment A). The form shall be addressed to the Rector and submitted to the Teaching Staff Office.

2. In case of request for change from full-time to part-time, the Rector, within 15 days, upon approval of the academic body to which the applicant belongs, with his own decree, may justifiably refuse or accept the application for the modification of the working hours.
3. In case of request for change from full-time to part-time, the Rector, within 60 days, upon approval of the academic body to which the applicant belongs, with his own decree, may justifiably refuse or accept the application for the modification of the working hours.
4. For the permanent contracts, the effective date of the implementation of the modification of the working hours shall be established by the Rector's Decree provided for in paragraphs 2 and 3. In any case, the teacher shall continue to guarantee their presence for the implementation of their institutional activities within the limits of the new time schedule.
5. For the fixed-term contracts expiring after 12 months from the date of the presentation of the application form, shall be applied what is provided for the permanent contracts.
6. For the fixed-term contracts expiring after 12 months from the date of presentation of the application form, the effective date of the implementation of the modification of the working hours shall be disposed at the moment of the eventual renewal, without prejudice to the possibility for the Rector to establish an earlier date in the decree provided for in the previous paragraph. In any case the teacher shall continue to guarantee their presence for the implementation of the institutional activities within the limits of the new working hours.
7. With exclusive reference to fixed-term contracts, the approval of the request for the modification of the working hours shall not entail the renewal of the contract, not even implicitly.
8. In case of acceptance of the application for the modification of the working hours, during the 12 following months shall not be accepted any further request on the matter.
9. In case of refusal of the application for the modification of the working hours, during the 6 following months shall not be accepted any further request on the matter.

Art. 8 – Transitional and final rules

1. Subject to what is provided for in the following paragraphs, the rules provided for in the present regulation, in so far as they are disposed in the current legislation, are fully applicable to the labour relationships already existing at the time of the entry into force of the present regulation.
2. With exclusive reference to the labour relationships already existing at the time of the entry into force of the present regulation, the communication provided for in art. 4, par. 2, shall be implemented within the following 60 days from the entry into force of the present regulation.
3. With exclusive reference to the labour relationships already existing at the time of the entry into force of the present regulation, the communication provided for in art. 5, par. 2, shall be implemented within the following 60 days from the entry into force of the present regulation.
4. For what is not explicitly provided for in the present regulation, shall be applicable the current regulation.

ATTACHMENT A
Request for modification of the working hours

I, the Undersigned, Dr. _____

Currently holder of the following teaching assignments:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Currently holder of the following academic role:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Performed as: Researcher Professor

Working hours: Full-time Part-time

Conscious of the incompatibilities provided for in the *“Regulation on the guidelines of compatibility/incompatibility and on the guidelines for the working hours of professors and researchers”* and the in the current state law.

Conscious of the fact that the modification of the working hours may determine a modification of the didactic and academic assignments.

I hereby request to switch my working hours to the following arrangement:

Full-time Part-time

For the following reason/s:

I am implementing/I intend to implement the following professional activity: _____

I am implementing/I intend to implement the following self-employed activity: _____

Family needs (if deemed appropriate, specify): _____

Other (specify): _____

Date ___/___/_____

Signature _____