

ROMANIA  
ROMANIAN INTELLIGENCE SERVICE  
„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY

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**METHODOLOGY**  
**FOR THE ORGANIZATION AND CONDUCT OF THE COMPETITIONS**  
**FOR FILLING THE TEACHING AND RESEARCH POSITIONS IN**  
**"MIHAI VITEAZUL"**  
**NATIONAL INTELLIGENCE ACADEMY**

- Bucharest, 2021 -

## LEGAL BASIS

▶ Law of National Education no. 1 of 2011, with subsequent amendments and additions;

▶ Law no. 319/2003 on the statute of research and development staff, with subsequent amendments and additions;

▶ Law no. 80/1995 on the statute of military personnel, with subsequent amendments and additions;

▶ Government Decision no. 457/2011 on the approval of the Framework Competition Methodology for Filling Teaching and Research Vacancies in Higher Education, with subsequent amendments and additions;

▶ Order of the Minister of National Education no. 4621/ 2022 on the approval of the Regulations for organization and functioning of National Council for Attestation of Academic Titles, Diplomas and Certificates, with subsequent amendments and additions;

▶ Order of the Minister of National Education and Scientific Research no. 6129/ 2016 on the approval of the minimum required and mandatory standards for conferring didactic titles in higher education, professional research and development degrees, the status of doctoral supervisor and habilitation certificate.

▶ Standards of “Mihai Viteazul” National Intelligence Academy (ANIMV) for acquiring didactic titles and research and development professional degrees, applicable from the 2020-2021 academic year, developed under OMNESR no. 6129/2016 and approved by the Academy Senate.

▶ University Charter of “Mihai Viteazul” National Intelligence Academy.

▶ GEO no. 58/2020 on measures to ensure the proper functioning of the education system.

## CHAPTER I GENERAL PROVISIONS

**Art. 1. (1)** The current methodology governs the organization and conduct of the selection competitions for filling vacant teaching and research positions at ANIMV.

**Article 2. (1)** At ANIMV operate civil academic teaching staff, military teaching staff, associated teaching staff and research staff.

**(2)** At ANIMV teaching positions are: *teaching assistant, assistant professor, associate professor and university professor.*

**(3)** At ANIMV research positions are: *research assistant - RA, scientific researcher - SR, third degree scientific researcher - SR III, second degree scientific researcher – SR II and first-degree scientific researcher - SR I.*

**Art. 3. (1)** ANIMV may organize selection competitions for a teaching or research position provided that it is listed as vacant, in accordance with the legislation in force and in compliance with the provisions of the internal orders and regulations.

**(2)** A position is considered vacant if it is listed as such in the yearly workloads or if it becomes vacant during the academic year.

**(3)** The position becomes vacant:

**a)** by terminating employment relations with the Academy, in accordance with the law;

**b)** by transferring a person from that position to another, pursuant to winning a competition

**Art. 4.** Teaching and research positions cannot be made available for competition by converting a filled position into a higher rank position.

**Art. 5.** The proposal for organizing the selection competition for a vacancy is submitted by the head of the department or the head of the Doctoral School where the position is listed, in a report endorsed by the department council or by the Doctoral School Council and the Faculty Council, in accordance with the needs and financial resources of the Academy.

**Art. 6.** The list of vacancies proposed for selection competition is approved by the Dean and submitted for approval to the Board of Trustees of the higher education institution, under Article 213(2). (13) point (c) of Law no 1/2011.

**Art. 7. (1)** For permanently filling teaching and research positions is required a public competition, organized in accordance with the provisions of the applicable legal framework, of the current Methodology and of the University Charter.

**(2)** The competition may be conducted only after the Ministry of Education and Research has published the position open for recruitment in the Official Gazette of Romania, part III.

**Art. 8. (1)** People involved in the selection competition are those who:

**(a)** take part in the decision-making process for the appointment of the competition committee;

**b)** are members or substitutes of the competition committee;

**c)** are involved in professional or administrative evaluation decisions during the competition;

**(d)** are involved in the appeals review.

**(2)** Cannot be involved in the selection competition people who:

**(a)** are spouses, family and relatives of up to 3<sup>rd</sup> degree of one or several applicants;

**(b)** are employed at the same institution as an applicant who has a managerial position and, therefore, are hierarchically subordinated to the applicant.

**Art. 9. (1)** For teaching positions, the appointment and conferring of the related academic rank, following the Academy Senate's approval of the results for the selection competition, is to be decided by the rector starting the first day of the semester following the competition.

**(2)** After the Scientific Council and the Board of Trustees approve the results of the

research selection competitions, for *third degree scientific researcher, scientific researcher* and *research assistant*, the appointment and conferring the related research degree is to be decided by the Academy's rector starting the first day of the semester following the competition.

(3) After the Scientific Council and the Board of Trustees approve the results of the research selection competitions, for *first degree scientific researcher and second-degree scientific researcher* and *research assistant*, the appointment and conferring the related research degree is to be decided by the Academy's rector, once confirmed by order of the minister, starting the first day of the semester following the competition.

(4) For teaching and research positions, the decision on the appointment and conferring of the related academic rank, along with the competition report shall be sent to the line ministry as well as to the CNATDCU within two working days since the issue of the decision on the appointment.

**Art. 10.** At "Mihai Viteazul" National Intelligence Academy position appointments are to be made according to the specific regulations of higher education institutions within the defense, public order and national security system, in compliance with the provisions of Law of National Education no. 1/2011 and Law no. 80/1995 on the statute of military personnel.

**Art. 11.** During restrictive and social distancing measures, competitions may also be organized using online means of communication.

## CHAPTER II REQUIREMENTS FOR ENTRY THE COMPETITION

**Art. 12.** The competition for filling teaching and research vacancies in the "Mihai Viteazul" National Intelligence Academy is only open to people meeting the legal requirements, the minimum and mandatory standards for entering the selection competition for teaching and research positions in higher education, approved by order of the Minister of National Education and Scientific Research no. 6129 of 20 December 2016, in accordance with article 219, paragraph (1) a) and article 295, paragraph (1) of the Law of National Education no. 1/2011 subsequently amended and supplemented, the ANIMV standards approved by the Academy Senate, Law no. 319/2003 on the statute of research and development staff with subsequent amendments and additions, and the specific standards in compliance with the provisions of the workloads.

**Art. 13. General requirements:**

- (1) to be Romanian citizens;
- (2) to hold a degree in an area related to the profile of the position for which they are applying;
- (3) to provide proof of their ability to communicate using a foreign language at the level established by the Senate;
- (4) other general conditions decided upon by order of the Minister of National Education and Scientific Research.

**Art. 14. Specific requirements:**

**(A) Academics (military and civil):**

Applicants must meet the following minimum requirements:

**(1) For filling *university teacher* positions:**

**(1.1.)** to hold a doctoral title in the basic scientific field of the position open for recruitment;

**(1.2.)** to meet the minimum national standards specific to a university teacher position, approved by order of the Minister of National Education and Scientific Research, as well as the minimum standards established in accordance with this Methodology (*Annex 1*);

**(1.3)** to provide proof of:

**a)** the relevance and impact of scientific results;

**b)** the ability to provide guidance for students or young researchers;

**c)** teaching skills in relation to the specificity of the position;

**d)** the ability to transfer his knowledge and results or to disseminate his own scientific results;

**(e)** the ability to be part of a team and the effectiveness of scientific partnerships, depending on the specifics of the applicant's domain;

**(f)** previous experience in educational establishments.

**(2) For filling *associate professor* positions:**

**(2.1.)** to hold a doctoral title in the basic scientific field of the position open for recruitment;

**(2.2.)** to meet the minimum national standards specific to an associate professor position, approved by order of the Minister of National Education and Scientific Research, as well as the minimum standards established in accordance with this Methodology (*Annex 1*);

**(2.3)** to provide proof of:

**a)** the relevance and impact of scientific results;

**b)** the ability to provide guidance for students or young researchers;

**c)** teaching skills in relation to the specificity of the position;

**d)** the ability to transfer his knowledge and results or to disseminate his own scientific results;

**(e)** the ability to be part of a team and the effectiveness of scientific partnerships, depending on the specifics of the applicant's domain;

**(f)** previous experience in educational establishments.

**(3) For filling *assistant professor* positions:**

**(3.1.)** to hold a doctoral title in the basic scientific field of the position open for recruitment;

**(3.2)** to meet the minimum standards required for teaching positions, specific to an assistant professor position, established in accordance with this Methodology (*Annex 2*);

**(3.3)** to provide proof of:

- a) the relevance and impact of scientific results;
- b) the ability to provide guidance for students or young researchers;
- c) teaching skills in relation to the specificity of the position;
- d) the ability to transfer his knowledge and results or to disseminate his own scientific results;
- e) the ability to be part of a team and the effectiveness of scientific partnerships, depending on the specifics of the applicant's domain;
- f) previous experience in educational establishments.

**(4) For filling *teaching assistant* positions:**

- (4.1.) to hold a doctoral title in the basic scientific field of the position open for recruitment;
- (4.2.) to meet the minimum standards required for teaching positions, specific to a teaching assistant position, established in accordance with this Methodology (*Annex 3*);
- (4.3) to provide proof of:
  - a) the relevance and impact of scientific results;
  - b) the ability to provide guidance for students or young researchers;
  - c) teaching skills in relation to the specificity of the position;
  - d) the ability to transfer his knowledge and results or to disseminate his own scientific results;
  - e) the ability to be part of a team and the effectiveness of scientific partnerships, depending on the specifics of the applicant's domain;
  - f) past experience in educational establishments.

**(B) *Military instructors:***

For military instructors' staff, the conditions for entry the competition are in accordance with the specific internal regulations approved by the Director of the Romanian Intelligence Service.

**(C) *Research staff:***

Applicants must meet the following minimum requirements:

**1. For filling *first degree scientific researcher* positions:**

- (1.1.) to hold a Bachelor's degree, a diploma of long-term higher education graduate or a Master's degree for the field of specialization;
- (1.2) to have performed for at least 9 years research and development activities in the field of specialization or in higher education, and to hold a doctoral title; to have performed for at least 15 years in the position profile for the applicants that come from outside the higher education or scientific research area;
- (1.3) to meet the minimum national standards specific to a first-degree scientific researcher position, approved by order of the Minister of National Education and Scientific Research, as well as the minimum standards established in accordance with the current Methodology (*Annex 1*).

**2. For filling *second degree scientific researcher* positions:**

(2.1.) to hold a Bachelor's degree, a diploma of long-term higher education graduate or a Master's degree for the field of specialization;

(2.2.) to have performed for at least 8 years research and development activities in the field of specialization or in higher education, and to hold a doctoral title; to have performed for at least 12 years in the position profile for the applicants that come from outside the higher education or scientific research area;

(2.3.) to meet the minimum national standards specific to a second-degree scientific researcher position, approved by order of the Minister of National Education and Scientific Research, as well as the minimum standards established in accordance with the current Methodology (*Annex 1*).

**3. For filling *third degree scientific researcher positions*:**

(3.1.) to hold a Bachelor's degree, a diploma of long-term higher education graduate or a Master's degree for the field of specialization;

(3.2) to hold a doctoral degree;

(3.3) to have performed for at least 4 years research and development activities in the field of specialization or in higher education; to have performed for at least 8 years for the applicants that come from outside the higher education or scientific research area;

(3.4) to meet the minimum standards required for research positions, specific to a third-degree scientific researcher position, established in accordance with the current Methodology (*Annex 2*);

**(4) For filling *scientific researcher positions*:**

(4.1.) to hold a Bachelor's degree, a diploma of long-term higher education graduate or a Master's degree for the field of specialization;

(4.2) to hold a doctoral degree;

(4.3) to have performed for at least 2 years research and development activities in the field of specialization or in higher education or to have performed for at least 4 years in other areas of activity;

(4.4.) to meet the minimum standards required for research positions, specific to a scientific researcher position, established in accordance with the current Methodology (*Annex 4*);

**(5) For filling *assistant researcher positions*:**

(5.1.) to hold a Bachelor's degree, a diploma of long-term higher education graduate or a Master's degree for the field of specialization;

(5.2.) to be doctoral students.

(D) Having the approval of the Scientific Council, research and development staff or higher education staff who meet the study conditions and have performed an exceptional activity in the field of the position for which they are applying, proved by means of treatises of national and international value, may enter the competition for filling a research position and benefit from the reduction of the abovementioned age requirements.

### CHAPTER III

## ORGANIZATION AND CONDUCT OF THE COMPETITIONS FOR FILLING THE VACANT TEACHING POSITIONS

#### *Section 1 – Selection competition organization*

**Art. 15.** Establishing the teaching position openings:

(1) The department directors or the head of the Doctoral School where there is a teaching position opening proposes the positions open for recruitment in a report endorsed by the department's council or the Doctoral School Council and the Faculty Council.

(2) The list of positions open for recruitment is submitted for approval to the Board of Trustees.

**Art. 16. (1) *Position openings announcement***– Following the approval of the Board of Trustees, within the first 30 calendar days of the semester, the Academy Secretariat submits to the line ministry the following documents, in order for the vacancies to be published in the Official Gazette of Romania, part III:

- a) the list of position openings;
- b) their structure and position in the workloads, signed and stamped by the rector;
- c) the Academy's rector affidavit, stating that all teaching position openings cover only courses referred to in the legally established specializations/ degree curricula, including the form of education and location;
- d) internal Methodology for selection competition.

(2) Following the publishing of the vacancies in the Official Gazette of Romania, at least two months prior to the date of the selection competition, the Academy Secretariat publishes on its website the position openings announcement and on the line ministry's website the selection competition curriculum as well as the following information:

- a) position opening description;
- b) the responsibilities/ activities associated with the position opening, including the teaching workload and the types of activities included in the teaching workload;
- c) the starting salary for the position at the time of employment;
- d) the recruitment calendar;
- e) the topic of the selection examinations, including lectures and courses;
- f) description of the vacancy-filling competition procedure;
- g) the complete list of the documents to be provided by the applicants along with their application;
- h) the address to which the application file will be forwarded.

(3) The Academy may advertise the selection competition through any additional means, including the publication in mass-media, national scientific publications or job dedicated websites.

(4) The announcements for the positions of associate professor, professor, second degree scientific researcher and first-degree scientific researcher will also be published in English.

**Art. 17.** For each and every one of the registered applicants, in compliance with the regulations on the processing of personal data, the following will be published on the selection competition web page and on the Academy's website, within no more than 5



working days from the application deadline:

- a)** curriculum vitae;
- b)** minimum standards compliance checklist, according to the scientific field of the advertised position.

**Art. 18. (1)** The selection competition is open to anyone.

**(2)** Applicants who meet the admission standards, without discrimination, in line with the law and the military regulations, are eligible to apply for the selection process.

**Art. 19. (1)** *The appointing of the selection committees and the appeals review committees* – the council of the qualified faculty, the department council or the Doctoral School Council endorse the members of the selection committees and the appeals review committees proposed by the department's councils and submit the proposal for the approval of the Academy Senate. Following the Senate's approval, the members of the selection committee and the appeals review committee are appointed by the rector's decision.

**(2)** Ensuing approval, the members of the of the selection committees and the appeals review committees shall be recorded into the Order of the Day.

**(3)** Within two working days from the issuing of the rector's decision they will be sent to the line ministry and the Academy Secretariat will publish the names of the members of the selection committee and the appeals review committee on the ministry's website. For the positions of associate professor and professor, the members of the committees shall be registered by the Academy Senate in the Official Gazette of Romania, part III.

**Art. 20. (1)** *The selection committees* – The selection committees have five members, including the chair, experts in the scientific field of the position opening or a closely related field and a substitute member.

**(2)** Should one of the members of the committee be unable to participate in the selection committee's working sessions, said member will be replaced by the substitute member, appointed according to the same procedure as the other members of the committee.

**(3)** Members of the selection committee may be from "Mihai Viteazul" National Intelligence Academy or from outside the Academy.

**(4)** For the position openings of associate professor and professor at least 3 of the selection committee's members must not activate within the Academy.

**(5)** Members of the selection committee must hold an academic rank equal or superior to the position opening.

**(6)** The selection committee's chair could be one of the following:

- a)** the head of department or the head of the Doctoral School that has the opening;
- b)** the dean of the faculty that includes the department that has the opening;
- c)** a tenured ANIMV teacher who is an expert in the field of the position or a closely related field, delegated by ballot of the department council, respectively the council of the faculty conducting the selection competition.

**(7)** For each selection committee a secretary in charge with document management will be appointed. The secretary does not have the right to vote or grade.

**Art. 21. (1)** *The appeals review committees* – The appeals review committees have 3 members, including the chair, specialists in the scientific field of the position or a closely related field, as well as a substitute member.

**(2)** If one of the members is unable to participate in the appeals review committee's activities, said member will be replaced by the substitute member, appointed according to the same procedure as the other members of the committee.

**Art. 22.** Members of the selection committee are not eligible to serve on the appeals review committee.

**Art. 23.** Assessment of applicants' files is made based on criteria established by specific regulations in force (*Annexes 1,2, 3*)

#### *Section 2 – The selection competition*

**Art. 24. (1)** Competitions for filling vacant teaching positions are open. Any person complying with the requirements of each teaching position is eligible to apply for the selection competition.

**(2)** In order to apply, candidates submit for registering with the Academy Secretariat an application file (*Annex 4*).

**Art. 25. (1)** Applications start the day the openings are published in the Official Gazette of Romania and end 15 calendar days prior to the first examination of the selection competition.

**(2)** The selection competitions are held within 45 days after the application period ends.

**Art. 26. (1)** An applicant's compliance with the legal prerequisites for participation in the selection competition is certified by the Academy's legal adviser's endorsement, based on the resolution given on ANIMV's compliance criteria checklist for selection competition entry (*Annexes 1, 2, 3*) by an appointed committee, through the rector's order and at the Board of Trustees' proposal, as well as other documents required for competition entry, provided that compliance with SRI requirements be confirmed by the end of the selection competition process.

**(2)** The committee that verifies ANIMV's compliance criteria checklist for selection competition, as formulated and accepted by the applicant, has 3 members, including the chair, experts in the scientific field of the position opening or a closely related field, as well as a substitute member.

**(3)** The Legal Rights, Human Resources and Applied Psychology Department conveys the legal endorsement to the applicant within no more than 48 hours from its issuing but at least 5 working days prior to the first examination of the selection competition.

**Art. 27.** Candidates who meet the legal requirements for participation in the selection competition are invited by the Legal Rights, Human Resources and Applied Psychology Department to sit the selection competition examinations and are announced the time and place of the selection competition examinations.

**Art. 28.** Following legal endorsement issuing, application files are submitted to the rector's / Academy's commandant's (rector's) approval, through the Academy Secretariat.

**Art. 29.** Following approval, application files are kept at the Academy Secretariat.

**Art. 30.** At the end of the application period, the Academy Secretariat sends the

application files to the appointed committees, at least 5 working days prior to the first examination of the selection competition.

**Art. 31. (1)** The selection committees are required to verify and ascertain the applicants' compliance with the specific national minimum standards and they assess the applicants in accordance with criteria presented in *Annex 7*.

**(2)** The selection committee evaluates the applicant's professional skills, based on the application file and, additionally, through one or several examinations, including lectures, courses or other activities, according to the current Methodology (*Annex 5*).

**(3)** The time and location of the public examination are announced on the line ministry's website, at least 5 working days prior to the examination.

**Art. 32. (1)** For each opening, the selection committee ranks the applicants and nominates the one with the best performance in the selection competition.

**(2)** The selection committee decides through secret ballot. A decision is valid if it has the vote of at least 3 members of the selection committee.

**(3)** The chair of the selection committee prepares a summary report on the selection competition (example *Annex 6*), based on the individual assessment reports (example *Annex 7*) elaborated by each committee member, with observance of the committee's ranking of applicants.

**(4)** The competition report is approved by the selection committee and signed by each committee member and the chair.

**(5)** Following evaluation of compliance with the selection competition procedures, the council of the competent faculty, department or Doctoral School, endorses the selection competition report and submits it to the Academy Senate's approval.

**(6)** The Senate of the Academy examines the compliance with the selection competition procedures of the current Methodology and approves or rejects the summary report on the selection competition. The Senate cannot change the ranking of applicants determined by the selection committee.

**(7)** Within two working days of the selection competition's conclusion, the results are published on the line ministry's website.

**Art. 33.** Application files, together with the selection competition documents are kept with the Legal Rights, Human Resources and Applied Psychology Department, irrespective of the competition's results and are archived at the end of the calendar year, according to archival regulations.

**Art. 34.** Selection committees are solely responsible for preparing the assessment documents of the applicants, in accordance with the legal provisions and the clarifications of the current Methodology, as approved by the Academy Senate.

**Art. 35. (1)** Contingent on the results of the verifications required by the internal legal framework, the granting of the corresponding academic rank is decided by the Academy's rector, recorded in the Order of the Day, based on the Senate's endorsement of the selection competition results and according to the "Mihai Viteazul" National Intelligence Academy's necessities of filling existing vacancies.

**(2)** Granting of the corresponding academic rank becomes effective beginning of the next semester following the selection competition.

**(3)** Those who have been selected to fill a certain teaching position will submit an authenticated affidavit stating that they are not members of any political party or that they are

thereby renouncing their membership for the duration of their contract with the "Mihai Viteazul" National Intelligence Academy.

(4) Should an applicant selected to fill a teaching position be in an incompatibility situation according to the current legal provisions, the academic vacancy appointment decision can only be enforced following the settling of the incompatibility situation. The means to solving the incompatibility situation will be conveyed to the line ministry within two working days from its application.

**Art. 36. (1)** In the event that an applicant can demonstrate non-compliance with the lawful selection competition procedures, the applicant may file an appeal within 3 working days of the publishing of the results.

(2) The appeal will be written, registered at the Secretariat and addressed by the appeals review committee within 3 days of the submission deadline.

## **CHAPTER IV ORGANIZATION AND CONDUCT OF SELECTION COMPETITIONS FOR FILLING THE RESEARCH VACANT POSITIONS**

### *Section 1 – Organizing selection competitions*

**Art. 37.** Establishing research vacant positions:

(1) The chief of the National Institute for Intelligence Studies and the chief of the National Centre for Modelling and Simulation in Intelligence draw up reports to propose the filling of vacancies.

(2) The chief of the National Institute for Intelligence Studies and the chief of the National Centre for Modelling and Simulation in Intelligence submit the positions proposals for examination by the Scientific Council.

(3) The proposals endorsed by the Scientific Council are submitted for approval of the Board of Trustees.

**Art. 38. (1)** *Publishing of the vacant positions for selection competition* – Following the approval of the Board of Trustees, the Academy Secretariat conveys to the line ministry, within 30 calendar days from the beginning of the semester, for publishing in the Official Gazette of Romania, the following documents:

- a) the list of position openings;
- b) their structure and position in the workloads, signed and stamped by the rector;
- c) internal methodology for selection competition.

(2) Following the publishing of the vacancies in the Official Gazette, the Academy Secretariat publicly announces the selection competition at the Academy premises, through advertising in a national publication and on the Academy's website; also, at least 2 months prior to the selection competition, the competition curriculum and the following information will be posted on the line ministry's website:

- a) the position opening description;
- b) the responsibilities / activities associated with the position opening, including the research workload;
- c) the starting salary for the position at the time of employment;
- d) the selection competition calendar;

- e) the selection competition curriculum;
- f) the selection competition description;
- g) the complete list of the documents to be provided by the applicants along with their application;
- h) the address to which the application file will be forwarded.

**Art. 39. (1)** *The appointing of the selection committees and the appeals review committees* – The Academy Scientific Council approves the committees proposed by the chief of the National Institute for Intelligence Studies and the chief of the National Centre for Modelling and Simulation in Intelligence. Following the approval of the Scientific Council, the committees are appointed by order of the rector.

(2) Ensuing approval, the members of the of the selection committees and the appeals review committees shall be recorded into the Order of the Day.

(3) Within two working days from the issuing of the rector's decision they will be send to the line ministry and the names of the members of the selection committee and the appeals review committee will be published on the ministry's website. For the positions of second degree scientific researcher and first degree scientific researcher, the members of the committees shall be registered by the Academy Senate in the Official Gazette of Romania, part III.

**Art. 40. (1)** *The members of the selection committees and appeals review committees* – The members of the selection committees and appeals review committees are researchers or higher education teachers holding an academic degree equal or superior to the opening position, as well as a substitute member.

(2) If one of the members is unable to participate in the committee's activities, said member will be replaced by the substitute member, appointed according to the same procedure as the other members of the committee.

(3) Members of the selection committee may be from "Mihai Viteazul" National Intelligence Academy or from outside the university.

(4) For filling the positions of first degree scientific researcher and second degree scientific researcher, the selection committee includes the chief of the department that has the opening/ the chief of the National Institute for Intelligence Studies/ the chief of the National Centre for Modelling and Simulation in Intelligence and 4 other members, university teachers and researchers, at least 3 of them from outside the Academy. For the positions of SR I, the committee will include professors and an SR I, and for the positions of SR II will include professors or associate professors and SR I or SR II.

(5) For the position of third degree scientific researcher, the selection committee includes the chief of the department that has the opening/ the chief of the National Institute for Intelligence Studies/ the chief of the National Centre for Modelling and Simulation in Intelligence and 3 other members, experts in the scientific field of the position open for recruitment, holding an academical and professional rank equal or superior to the vacant position.

(6) The selection committee for the position of scientific researcher has a chairperson and 2 members.

(7) The selection committee for the position of assistant researcher has a chairperson and 2 members.

(8) Each selection committee will appoint a secretary who is in charge with document management and does not have the right to vote or grade.

**Art. 41. (1)** *The members of the appeals review committees* – The appeals review committees have 3 members, including the chair, specialists in the scientific field of the position open for recruitment or a closely related field, as well as a substitute member.

**(2)** If one of the members is unable to participate in the appeals review committee's activities, said member will be replaced by the substitute member, appointed according to the same procedure as the other members of the committee.

**Art. 42** Members of the selection committee are not eligible to serve on the appeals review committee.

### *Section 2 – The selection competition*

**Art. 43.** Competitions for vacant research positions are open. Any person complying with the requirements of each research position is eligible to apply for the selection competition.

**Art. 44. (1)** Applicants submit an application file (*Annex 8*) to the Academy Secretariat within 30 days from the publishing of the vacancies in a national newspaper.

**(2)** Within 5 days from the application deadline, the Academy Secretariat publishes on the Academy's website and the line ministry's website the CV and the minimum standards compliance checklist, filled and signed by the applicant.

**Art. 45. (1)** An applicant's compliance with the legal prerequisites for participation in the selection competition is certified by the Academy's legal adviser's endorsement, based on the resolution given on ANIMV's compliance criteria checklist for selection competition entry (*Annexes 1, 2, 3*) by a scientific council appointed through the rector's order and at the proposal of the Board of Trustees, as well as other documents required for competition entry.

**(2)** The committee that verifies ANIMV's compliance criteria checklist for selection competition, as drawn up and accepted by the applicant, has 3 members, including the chair, experts in the scientific field of the position open for recruitment or a closely related field, as well as a substitute member.

**(3)** The Legal Rights, Human Resources and Applied Psychology Department conveys the legal endorsement to the applicant within no more than 48 hours from its issuing but at least 5 working days prior to the first examination of the selection competition.

**(4)** Applicants who meet the legal requirements for participation in the selection competition will be conveyed the time and place of the competition by the Legal Rights, Human Resources and Applied Psychology Department, at least 5 working days prior to the first examination, provided that compliance with SRI requirements be confirmed by the end of the selection competition process.

**Art. 46.** Following legal endorsement issuing, application files are submitted to the rector's / commandant's (rector's) approval, through the Academy Secretariat.

**Art. 47.** Following approval, application files are kept at the Academy Secretariat.

**Art. 48.** At the end of the application period, the application files are being sent to the appointed committees, at least 5 working days prior to the first examination of the selection competition.

**Art. 49. (1)** The duration and completion of the selection competition is 30 days from the application deadline, for the selection committee, and 45 days from the submission of the selection competition summary report, for the institution.

**(2)** The selection committees are required to verify and ascertain the applicants'

compliance with the minimum national standards and to assess the applicants in accordance with criteria presented in *Annex 7*.

(3) The evaluation of the applicants' professional achievements, as well as the assignment of positions, shall be conducted according to the applicants' education, skills and professional results, scientific titles and professional ranks, the applicants' expertise in the field of the position, the specific skills necessary for fulfilling their duties, in compliance with the legal provisions in force and according to the current Methodology.

(4) The examinations of the selection competition as well as their content are approved by the Scientific Council of the Academy, at the proposal of the chief of the National Institute for Intelligence Studies/ the chief of the National Centre for Modelling and Simulation in Intelligence.

(5) The time and place of the selection examinations are announced on the line ministry's website, at least 5 working days prior to the examination.

**Art. 50. (1)** The selection competition for the positions of *first-degree scientific researcher* and *second-degree scientific researcher* consists in the evaluation of the application file, the verification of compliance with the legal prerequisites and the assessment according to the criteria and standards established through the line minister's order (*Annex 1*).

(2) The chair of the selection committee submits to the Scientific Council of the institution the summary report of the competition (example *Annex 6*) and nominates the applicant with the best performance in the selection competition.

(3) Subsequent to the approval by the Scientific Council, through roll-call vote, and by the Board of Trustees of the result of the selection competition, the commandant (rector) of the Academy issues the appointing decision.

(4) The application file, together with the selection committee's report and the accompanying documents, as well as the scientific contributions portfolio of the applicant are forwarded to the research authority of the line ministry for validation of the selection competition results. Subsequently the selection competition results for SR I and SR II positions are confirmed through ministerial order.

**Art. 51. (1)** The selection competition for the position of *third-degree scientific researcher* consists of the verification of compliance with the prerequisites through application file assessment and an oral or written examination on topics pertaining to the profile of the position.

(2) The chair of the selection committee submits the report (*Annex 6*) to the Scientific Council and nominates the applicant with the best performances.

(3) The result of the selection competition is approved by the Scientific Council, through roll-call vote, and by the Board of Trustees, and afterwards the commandant (rector) of the Academy issues the appointing decision.

**Art. 52. (1)** The selection competition for the position of *scientific researcher* consists of oral and written examinations pertaining the position.

(2) The result of the selection competition is approved by the Scientific Council and by the Board of Trustees, after which the commandant (rector) of the Academy issues the appointing decision.

**Art. 53. (1)** The selection competition for the position of *assistant researcher* position consists of oral and/or written examinations pertaining the position.

(2) The result of the selection competition is approved by the Scientific Council and

by the Board of Trustees, after which the commandant (rector) of the Academy issues the appointing decision.

**Art. 54.** The results will be published on the line ministry website within two working days from the conclusion of the selection competition.

**Art. 55.** Application files, together with the selection competition documents, are kept with the Legal Rights, Human Resources and Applied Psychology Department, irrespective of the competition's results and are archived at the end of the calendar year, according to archival regulations.

**Art. 56.** Selection committees are solely responsible for preparing the assessment documents of the applicants, in accordance with the legal provisions and the clarifications of the current Methodology, as approved by the Academy Senate.

**Art. 57. (1)** Scientific titles for the positions of third-degree scientific researcher, scientific researcher and assistant researcher are granted through order of the Academy's rector, following the approval of the selection competition results by the Scientific and Board of Trustees.

**(2)** Scientific titles for the positions of first-degree scientific researcher and second-degree scientific researcher are granted after the approval of the selection competition results by the Scientific and Board of Trustees, through order of the Academy's rector, issued subsequent to a ministerial order confirmation.

**(3)** The pertaining title is granted beginning with the semester following the selection competition.

**(4)** Those who are appointed to a certain teaching position will submit an authenticated affidavit stating that they are not members of any political party or that they are thereby renouncing their membership for the duration of their contract with the "Mihai Viteazul" National Intelligence Academy.

**(5)** Should an applicant selected to fill a teaching position be in an incompatibility situation according to the legal provisions in force, the academic vacancy appointment decision will only be enforced following the settling of the incompatibility situation. The means to solving the incompatibility situation will be conveyed to the line ministry within two working days from its application.

**Art. 58. (1)** In the event that an applicant can demonstrate non-compliance with the lawful selection competition procedures, the applicant may file an appeal within 3 working days of the publishing of the results.

**(2)** The appeal will be written, registered at the Secretariat and addressed by the appeals review committee within 3 days of the submission deadline.

## CHAPTER V FINAL PROVISIONS

**Art. 59. (1)** The employment of applicants with the Romanian Intelligence Service and the appointing to any of the positions open for recruitment is contingent to passing certain specific selection tests<sup>1</sup>, according to the provisions of Act no. 80/1995 on the statute of military personnel, subsequently amended and completed, in conjunction with

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<sup>1</sup> *Link to the Service's webpage presenting the specific requirements*



the provisions of art. 176, paragraph (2) of the Law of National Education no.1/2011, and the internal requirements in force at the date.

**(3)** The referred selection stages will be conducted starting the application moment, in compliance with the provisions of article 148 of the National Standards on The Protection of Classified Information in Romania approved by Government Decision no. 585/2002, as a prerequisite to entering the selection competition.

*According to the referred standards,*

„ Depending on the secrecy level of information for which the security approval is requested, the deadlines for an answer from the organizations authorized to conduct the security vetting are:

- a) for access to "top secret" - 90 working days;
- b) for access to "secret" - 60 working days;
- c) for access to "confidential" - 30 working days."

**Art. 60.** Teaching and research positions still vacant 6 months after the issuing of the rector's orders for appointing will be advertised again.

**Art. 61.** "Mihai Viteazul" National Intelligence Academy prepares annually, until the 1<sup>st</sup> of September, a report on the organization, conduct and completion of selection competitions for filling the teaching and research position openings.

**Art. 62.** "Mihai Viteazul" National Intelligence Academy forwards the annual report on the organization, conduct and completion of selection competitions for filling the teaching and research position openings to the line ministry, CNATDCU, as well as the director of the Romanian Intelligence Service, for notification.

**Art. 63.** The current Methodology may be completed or modified through ruling of "Mihai Viteazul" National Intelligence Academy Senate.

***This Methodology has been approved by the ANIMV Senate in the 22.03.2021 sitting.***

„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY  
 Faculty \_\_\_\_\_  
 Doctoral School / National Institute for Intelligence Studies /  
 National Centre for Modelling and Simulation in Intelligence  
 Competition for filling the position of \_\_\_\_\_, pos. \_\_\_\_\_  
 Position subjects \_\_\_\_\_

Field: \_\_\_\_\_

**Checklist of standards compliance for the degree of  
 PROFESSOR/ ASSOCIATE PROFESSOR/ FIRST DEGREE SCIENTIFIC RESEARCHER/  
 SECOND DEGREE SCIENTIFIC RESEARCHER  
 Committee for Military Science, Intelligence and Public Order**

1. Proposal for definitions regarding the structure of the applicant's activity									
No.	Activity Field	Activity Type	Categories and Restrictions	Subcategories	Indicators (kpi)	Achieved Score			
0	1	2	3	4	5	6			
1	Teaching and professional activity (A1)	1.1 Books and chapters with relevant content for the <b>Military Science, Intelligence and Public Order</b> field, published by prestigious publishers known in the field of Military Science, <b>Intelligence</b> and Public Order, after having been conferred the doctoral title.	1.1.1	Author of books - professor minimum 4 books, of which 3 books as sole author; - associate professor minimum 3 books, of which 2 as sole author.	1.1.1.1 Books (international)	15			
					1.1.1.2 National	10			
			1.1.2	Books as a co-author or chapters	1.1.2.1 International	15/n			
					1.1.2.2 National	10/n			
		1.2	Teaching material/Teaching works with relevant content for the <b>Military Science, Intelligence and Public Order</b> field, after having been conferred the doctoral title.	1.2.1	Treatises <sup>1</sup> , monographies <sup>2</sup> published by publishers with international reputation or known in the field of <i>Military Science, Intelligence and Public Order</i> ; University Courses <sup>3</sup> , textbooks, annotated legislation, guides published by publisher with international reputation or known in the field of <i>Military Science, Intelligence and Public Order</i> ; - minimum 3 as main author for Professor / SR I; - minimum 2 as main author for Associate Professor / SR II.		10/n		
							5/n		
				1.2.2	Specialty studies, scenarios, exercises and applications; Professor / SR I – minimum 2 as main author; Associate Professor / SR II – minimum 1 as main author		5/n		
	1.3	Coordination of academic study programs, organization and coordination of training and continuing development programs				2 per program			
	1.4	Education and continuing training projects	1.4.1	Manager / Responsible / Member			3/2/1		
	2.1	Articles with <b>relevant content for the Military Science, Intelligence and Public Order field</b> , published in ISI Thomson Reuters listed magazines or in ISI proceeding indexed scientific event tomes				10			

2	Research Activity (A2)	2.2	Articles / studies/ research reports <b>with relevant content for the field of Military Science, Intelligence and Public Order</b> , published in prestigious magazines/ scientific bulletins or in scientific event tomes in the field of <b>Military Science, Intelligence and Public Order</b> or indexed in international data bases	Minimum 15 for professor / SR I			1/n				
				Minimum 10 for associate professor / SR II			1/n				
		2.3	Intellectual property, invention and innovation patents, etc.	2.3.1	International		10				
				2.3.2	National		5				
		2.4	Grants / competition projects	2.4.1	Manager/ Responsible	2.4.1.1	International	15/10 per grant			
						2.4.1.2	National	10/5 per grant			
				2.4.2	Member og the team	2.4.2.1	International	5 per grant			
						2.4.2.2	National	3 per grant			
		3	Recognition and activity impact (A3)	3.1	Citations in ISI and IDB magazines	3.1.1	ISI		2 per citing		
						3.1.2	IDB		1 per citing		
3.2	Citations of the applicant's publications in books, book chapters or tomes published by prestigious scientific publishers known in the field of <i>Military Science, Intelligence and Public Order</i>						0,3 per citing				
3.3	Presentations / guest in the plenary of international and national scientific events with international participation or as Guest Professor (ERASMUS exclusively)			3.3.1	International		8				
				3.3.2	National		6				
3.4	Member in editorial teams or in scientific committees for prestigious scientific magazines in the field of <i>Military Science, Intelligence and Public Order</i> and for scientific events, scientific event's organizer / reviewer for ISI indexed magazines and international and national scientific events, indexed on an international data base or unindexed.			3.4.1	ISI		10				
				3.4.2	IDB		6				
				3.4.3	Unindexed National and International		4				
3.5	Expertise in management, assessment and evaluation in research and/ or education			3.5.1	Management		2/year				
				3.5.2	Member		1/ year				
		<b>Optional Criteria</b>									
		3.6	Awards			3.6.1	Romanian Academy	10			
						3.6.2	SSA, RSA and NURC	8			
						3.6.3	International awards	15			
						3.6.4	National awards in the field	5			
		3.7	Member in prestigious international and national academies, organizations, professional associations, membership in the education and research field		3.7.1	Romanian Academy		10			
					3.7.2	SSA, RSA and sector academies		8			
					3.7.3	Professional associations Management	3.7.3.1	International		8	
							3.7.3.2	National		6	
					3.7.4	Professional Associations	3.7.4.1	International		6	
3.7.4.2	National						4				
3.7.5	Education and Research Organizations	3.7.5.1	Management		6						
		3.7.5.2	Member		4						

\*Depending on the teaching or research position for which he/she candidates;

- <sup>1</sup> Treatise, according to the DEX – a work with a special character that presents methodically the basic matters of a subject.
- <sup>2</sup> Monography, according to the DEX – an extensive scientific study on a certain topic, covered thoroughly and variously.
- <sup>3</sup> The relevance of the course materials is evaluated referring to the subject outline, based on the assessment conducted by the competent methodical committee within ANIMV and with the endorsement of the competent Faculty Council / the competent independent department.

**Note:**

- International data bases (IDB) taken into consideration for articles published in magazines and in tomes of scientific events, except for the articles published in ISI indexed magazines, are those known at international scientific level as follows (without limitation): Scopus, IEEE Xplore, Science Direct, Elsevier, Wiley, ACM, DBLP, Springerlink, Engineering Village, Cabi, Emerald, CSA, Compendex, INSPEC, Referativnai Jurnal, CEEOL, Copernicus, PROQUEST, EBSCO.
- A publication or a citation that falls within a single indicator, taking into consideration the most favorable classification for the applicant.
- For the 2<sup>nd</sup> and the following editions of a publication half of the mentioned score is granted only if it is a reviewed, supplemented and completed edition.
- The score mentioned **at indicators 1.1 Books and book Chapters and 1.2 Teaching material/Teaching Works** is fully given only if the work is elaborated as sole author.
- For works achieved collectively, if each co-author can be established, the score is given proportionally with that contribution; if each co-author can't be established, the mentioned score will be divided at the number of co-authors.
- The books/articles must be already published or, as applicable, recorded in a university library.

The candidates who want to hold the associate professor or professor title must have published the following after being conferred the degree of assistant professor / associate professor: a book as sole author, a university lecture/ teaching textbooks/ treatises/ monographies as main author, with relevant content for the field of Military Science, Intelligence and Public Order, published by prestigious publishers in the field of Military Science, Intelligence and Public Order.

**2. Formula to calculate the merit indicator (A=A1+A2+A3)**

$$A = \sum n_1 k_1 i_1 + \sum n_2 k_2 i_2 + \sum n_3 k_3 i_3$$

Where:  $n_{pi}$  – number of activities in the category  
 $k_{pi}$  – coefficient specific to the type and category of activity  
 $A_i$  – the sum of activities in the mentioned category

**Self-assessment sheet of the minimum required and mandatory standards for the title of  
 PROFESSOR/ ASSOCIATE PROFESSOR/ FIRST DEGREE SCIENTIFIC RESEARCHER/  
 SECOND DEGREE SCIENTIFIC RESEARCHER**

3. Minimal conditions									
No.	Activity Field	Category							
		Associate Professor		SR II		Professor		SR I	
		Conditions	Achieved Score	Conditions	Achieved Score	Conditions	Achieved Score	Conditions	Achieved Score
1	Teaching / professional activity (A1)	Minimum 35 points		Minimum 15 points		Minimum 60 points		Minimum 30 points	

UNCLASSIFIED

2	Research activity (A2)	Minimum 20 points		Minimum 40 points		Minimum 30 points		Minimum 60 points	
3	Recognition of the activity impact (A3)	Minimum 5 points		Minimum 5 points		Minimum 10 points		Minimum 10 points	
TOTAL		60 points		60 points		100 points		100 points	

**Note:**

- According to the candidate's level (academic, researcher) the  $A_i$  coefficient may have different values, including 0, meeting the minimal standards required in the 'Categories and Restrictions' section of the sheet.
- For the scientific researcher career the minimal scientific performance (A2) and the recognition of the activity impact (A3) are taken into consideration.

In extenso, an article in the ISI Thomson Reuters indexed magazines may be equal to two summarized articles published in the ISI indexed magazines or, in extenso, with three articles published in prestigious scientific magazines in the field of *Military Science, Intelligence and Public Order*.

**„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY**

Faculty \_\_\_\_\_  
 Doctoral School / National Institute for Intelligence Studies / National  
 Centre for Modelling and Simulation in Intelligence\*  
 Competition for filling the position of \_\_\_\_\_, pos. \_\_\_\_  
 Position subjects \_\_\_\_\_

Field: \_\_\_\_\_

From the Department \_\_\_\_\_  
 Position published in the Official Gazette of Romania No. \_\_\_\_ / \_\_\_\_\_

**Checklist of standards compliance for the degree of  
 ASSISTANT PROFESSOR / THIRD DEGREE SCIENTIFIC RESEARCHER**

1. Proposal for definitions regarding the structure of the applicant's activity										
No.	Activity Field	Activity Type	Categories and Restrictions	Subcategories	Indicators (kpi)	Achieved Score				
0	1	2	3	4	5	6				
1	Teaching and professional Activity (A1)	1.1 Books and chapters with relevant content for the <b>Military Science, Intelligence and Public Order</b> field, published by prestigious publishers known in the field of Military Science, <b>Intelligence</b> and Public Order, after having been conferred the doctoral title.	1.1.1	Books as an author – minimum 1	1.1.1.1	Books(international)	15			
					1.1.1.2	National	10			
				Books as a co-author or chapters	1.1.2.1	International	15/n			
					1.1.2.2	National	10/n			
		1.2 Teaching material/Teaching works with relevant content for the <b>Military Science, Intelligence and Public Order</b> field, after having been conferred the doctoral title.	1.2.1	Treatises <sup>1</sup> , monographies <sup>2</sup> published by publishers with international reputation or known in the field of <i>Military Science, Intelligence and Public Order</i> ; University Courses <sup>3</sup> , textbooks, annotated legislation, guides published by publisher with international reputation or known in the field of <i>Military Science, Intelligence and Public Order</i> ; - minimum 1 as author - minimum 1 as main co-author	5/n					
				1.2.2	Specialty studies, scenarios, exercises and applications; minimum 2	5/n				
		1.3	Coordination of academic study programs, organization and coordination of training and continuing development programs			2 per program				
		1.4	Education and continuing training projects	1.4.1	Manager / Responsible / Member		3/2/1			
		2.1	Articles with relevant content for the field of <b>Military Science, Intelligence and Public Order</b> and published in ISI Thomson Reuters listed magazines or in ISI proceeding indexed scientific event tomes				10			

2	Research Activity (A2)	2.2	Articles / studies/ research reports <b>with relevant content for the field of Military Science, Intelligence and Public Order</b> , published in prestigious magazines/ scientific bulletins or in scientific event tomes in the field of <b>Military Science, Intelligence and Public Order</b> or indexed in international data bases	Minimum 8			1/n			
		2.3	Intellectual property, invention and innovation patents, etc.	2.3.1	International		10			
				2.3.2	National		5			
		2.4	Grants / competition projects	2.4.1	Manager/ Responsible	2.4.1.1	International	15/10		
						2.4.1.2	National	10/5 grants		
				2.4.2	Member in the team	2.4.2.1	International	5 grants		
						2.4.2.2	National	3 grants		
		3	Recognition and activity Impact A3)	3.1	Citations in ISI and IDB magazines	3.1.1	ISI		2 per citation	
						3.1.2	IDB		1 per citing	
				3.2	Citations of the candidate's publications in books, in book chapters or in tomes at prestigious scientific publishers renowned in the <i>Military Science, Intelligence and Public Order</i> field				0,3 per citing	
3.3	Presentations / guest in the plenary of international and national scientific events with international participation or as Guest Professor (ERASMUS exclusively)			3.3.1	International		8			
				3.3.2	National		6			
3.4	Member in editorial teams or in scientific committees for prestigious scientific magazines in the field of <i>Military Science, Intelligence and Public Order</i> and for scientific events, scientific events organizer / reviewer for ISI indexed magazines and international and national scientific events, indexed on an international data base or unindexed.			3.4.1	ISI		10			
				3.4.2	IDB		6			
				3.4.3	Unindexed National and International		4			
3.5	Expertise in management, assessment and evaluation in research and/ or education			3.5.1	Management		2/year			
				3.5.2	Member		1/ year			
		<b>Optional Criteria</b>								
		3.6	Awards			3.6.1	Romanian Academy	10		
						3.6.2	SSA, RSA and NURC	8		
						3.6.3	International awards	15		
						3.6.4	National awards in the field	5		
		3.7	Member in prestigious international and national academies, organizations, professional associations, membership in the education and research field	3.7.1	Romanian Academy		10			
				3.7.2	SSA, RSA and sector academies		8			
				3.7.3	Professional Associations Management	3.7.3.1	International	8		
						3.7.3.2	National	6		
				3.7.4	Professional Associations	3.7.4.1	International	6		
3.7.4.2	National					4				
3.7.5	Education and Research Organizations	3.7.5.1	Management		6					
		3.7.5.2	Member		4					

\* Depending on the teaching or research position for which he/she candidates;

<sup>1</sup> Treatise according to the DEX – a work with a special character that presents methodically the basic matters of a subject

<sup>2</sup> *Monography according to the DEX – an extensive scientific study on a certain topic, covered thoroughly and variously.*

<sup>3</sup> *The relevance of the course materials is evaluated referring to the subject outline, based on the assessment conducted by the competent methodical committee within ANIMV and with the endorsement of the competent Faculty Council / the competent independent department.*

**Note:**

- International data bases (IDB) taken into consideration for articles published in magazines and in tomes of scientific events, except for the articles published in ISI indexed magazines, are those known at international scientific level as follows (without limitation): Scopus, IEEE Xplore, Science Direct, Elsevier, Wiley, ACM, DBLP, Springerlink, Engineering Village, Cabi, Emerald, CSA, Compendex, INSPEC, Referativnai Jurnal, CEEOL, Copernicus, PROQUEST, EBSCO.
- A publication or a citation that falls within a single indicator, taking into consideration the most favorable classification for the applicant.
- For the 2<sup>nd</sup> and the following editions of a publication half of the mentioned score is granted only if it is a reviewed, supplemented and completed edition.
- The score mentioned **at indicators 1.1 Books and 1.2 Teaching material/Teaching Works** is fully given only if the work is elaborated as sole author.
- For works achieved collectively, if each co-author can be established, the score is given proportionally with that contribution; if each co-author can't be established, the mentioned score will be divided at the number of co-authors.
- The books/articles must be already published or, as applicable, recorded in a university library.

**2. Formula to calculate the merit indicator (A=A1+A2+A3)**

$$A = \sum n_{1i} k_{1i} + \sum n_{2i} k_{2i} + \sum n_{3i} k_{3i}$$

Where:  $n_{pi}$  – activity number in category

$k_{pi}$  – coefficient specific to the type and category of activity

$A_i$  – sum of activities in the mentioned category

**Self-assessment sheet of the minimum required and mandatory standards for the title of ASSISTANT PROFESSOR / THIRD DEGREE SCIENTIFIC RESEARCHER**

3. Minimal conditions					
No.	Activity Field	Category			
		University Lecturer		Degree III Scientific Researcher	
		Conditions	Achieved Score	Conditions	Achieved Score
1	Teaching / professional Activity (A1)	Minimum 25 points		Minimum 15 points	
2	Research Activity (A2)	Minimum 20 points		Minimum 30 points	
3	Recognition of the activity impact (A3)	Minimum 5 points		Minimum 5 points	
	<b>TOTAL</b>	<b>50 points</b>		<b>50 points</b>	

**Note:**

- According to the candidate's level (academic, researcher) the  $A_i$  coefficient may have different values, including 0, meeting the minimal standards required it the 'Categories and Restrictions' section of the sheet.
- For the scientific researcher career the minimal scientific performance (A2) and the recognition of the activity impact (A3) are taken into consideration.

In extenso, an article in the ISI Thomson Reuters indexed magazines may be equal to two summarized articles published in the ISI indexed magazines or, in extenso, with three articles published in prestigious scientific magazines in the field of *Military Science, Intelligence and Public Order*.



<b>„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY</b>	
Faculty _____	
Doctoral School / National Institute for Intelligence Studies / National Centre for Modelling and Simulation in Intelligence*	
Competition for filling the position of _____, pos. ____	
Position subjects _____	
Field: _____	
From the Department _____	
Position published in the Official Gazette of Romania No. ____ / _____	

**Checklist of standards compliance for the degree of  
TEACHING ASSISTANT / SCIENTIFIC RESEARCHER**

1. Proposal for definitions regarding the structure of the applicant's activity									
No.	Activity Field	Activity Type	Categories and Restrictions	Subcategories		Indicators (kpi)	Achieved Score		
0	1	2	3	4		5	6		
1	Teaching and professional Activity (A1)	1.1 Books and chapters with relevant content for the <b>Military Science, Intelligence and Public Order</b> field, published by prestigious publishers known in the field of Military Science, <b>Intelligence</b> and Public Order, after having been conferred the doctoral title.	1.1.1 Books as an author	1.1.1.1	Books(international)	15			
				1.1.1.2	National	10			
			1.1.2 Books as a co-author or chapters	1.1.2.1	International	15/n			
				1.1.2.2	National	10/n			
		1.2 Teaching material/Teaching works with relevant content for the <b>Military Science, Intelligence and Public Order</b> field, after having been conferred the doctoral title.	1.2.1	Treatises <sup>1</sup> , monographies <sup>2</sup> published by publisher with international reputation or renowned in the <i>Military Science, Intelligence and Public Order</i> field; University Courses <sup>3</sup> , textbooks, annotated legislation, guides published by publisher with international reputation or renowned in the <i>Military Science, Intelligence and Public Order</i> field; - minimum 1 as co-author	10/n	5/n			
			1.2.2	Specialty studies, scenarios, exercises and applications; minimum 1 as author	5/n				
		1.3	Coordination of academic study programs, organization and coordination of training and continuing development programs				2 per program		
1.4	Education and continuing training projects	1.4.1	Manager / Responsible / Member			3/2/1			
		2.1	Articles with <b>relevant content for the field of Military Science, Intelligence and Public Order</b> , published in ISI Thomson Reuters listed magazines or in ISI proceeding indexed scientific event tomes			10			

2	Research Activity (A2)	2.2	Articles / studies/ research reports with relevant content <b>for the field of Military Science, Intelligence and Public Order</b> and published in renowned magazine / scientific bulletins or in scientific event tomes in the <b>Military Science, Intelligence and Public Order</b> field or indexed in international data bases	Minimum 6			1/n				
		2.3	Intellectual property, invention and innovation patents, etc.	2.3.1	International			10			
				2.3.2	National			5			
		2.4	Grants / competition projects	2.4.1	Manager/ Responsible	2.4.1.1	International	15/10 grants			
						2.4.1.2	National	10/5 grants			
				2.4.2	Member in the team	2.4.2.1	International	5 grants			
						2.4.2.2	National	3 grants			
		3	Recognition and activity impact (A3)	3.1	Citations in ISI and IDB magazines	3.1.1	ISI			2 per citing	
						3.1.2	IDB			1 per citing	
				3.2	Citations of the applicant's publications in books, book chapters or tomes published by prestigious scientific publishers known in the field of <i>Military Science, Intelligence and Public Order</i>				0,3 per citing		
3.3	Presentations / guest in the plenary of international and national scientific events with international participation or as Guest Professor (ERASMUS exclusively)			3.3.1	International			8			
				3.3.2	National			6			
3.4	Member in editorial teams or in scientific committees for prestigious scientific magazines in the field of <i>Military Science, Intelligence and Public Order</i> and for scientific events, scientific events organizer / reviewer for ISI indexed magazines and international and national scientific events, indexed on an international data base or unindexed.			3.4.1	ISI			10			
				3.4.2	IDB			6			
				3.4.3	Unindexed National and International			4			
3.5	Expertise in research management, assessment and evaluation in research and/ or education			3.5.1	Management			2/year			
				3.5.2	Member			1/ year			
		<b>Optional Criteria</b>									
	3.6	Awards				3.6.1	Romanian Academy	10			
						3.6.2	SSA, RSA and NURC	8			
						3.6.3	International awards	15			
						3.6.4	National awards in the field	5			
	3.7	Member in prestigious international and national academies, organizations, professional associations, membership in the education and research field				3.7.1	Romanian Academy		10		
						3.7.2	SSA, RSA and sector academies		8		
						3.7.3	Professional associations Management	3.7.3.1	International	8	
								3.7.3.2	National	6	
						3.7.4	Professional Associations	3.7.4.1	International	6	
								3.7.4.2	National	4	

				3.7.5	Education and Research Organizations	3.7.5.1	Management	6	
						3.7.5.2	Member	4	

\* Depending on the teaching or research position for which he/she candidates;

<sup>1</sup>Treatise according to the DEX – a work with a special character that presents methodically the basic matters of a subject

<sup>2</sup>Monography according to the DEX – an extensive scientific study on a certain topic, covered thoroughly and variously.

<sup>3</sup>The relevance of the course materials is evaluated referring to the subject outline, based on the assessment conducted by the competent methodical committee within ANIMV and with the endorsement of the competent Faculty Council / the competent independent department.

**Note:**

- International data bases (IDB) taken into consideration for articles published in magazines and in tomes of scientific events, except for the articles published in ISI indexed magazines, are those known at international scientific level as follows (without limitation): Scopus, IEEE Xplore, Science Direct, Elsevier, Wiley, ACM, DBLP, Springerlink, Engineering Village, Cabi, Emerald, CSA, Compendex, INSPEC, Referativnai Jurnal, CEEOL, Copernicus, PROQUEST, EBSCO.
- A publication or a citation that falls within a single indicator, taking into consideration the most favorable classification for the applicant.
- For the 2<sup>nd</sup> and the following editions of a publication half of the mentioned score is granted only if it is a reviewed, supplemented and completed edition.
- The score mentioned **at indicators 1.1 Books and 1.2 Teaching material/Teaching Works** is fully given only if the work is elaborated as sole author.
- For works achieved collectively, if each co-author can be established, the score is given proportionally with that contribution; if each co-author can't be established, the mentioned score will be divided at the number of co-authors.
- The books/articles must be already published or, as applicable, recorded in a university library.

**2. Formula to calculate the merit indicator (A=A1+A2+A3)**

$$A = \sum n_1 i k_1 i + \sum n_2 i k_2 i + \sum n_3 i k_3 i$$

Where:  $n_{pi}$  – activity number in category

$k_{pi}$  – coefficient specific to the type and category of activity

$A_j$  – sum of activities in the mentioned category

**Self-assessment Sheet of the minimum required and mandatory standards to get the title of  
TEACHING ASSISTANT/ SCIENTIFIC RESEARCHER**

3. Minimal conditions					
No.	Activity Field	Category			
		Assistant Professor		Scientific Researcher	
		Conditions	Achieved Score	Conditions	Achieved Score
1	Teaching / professional Activity (A1)	Minimum 15 points		Minimum 10 points	
2	Research Activity (A2)	Minimum 10 points		Minimum 15 points	
3	Recognition of the activity impact (A3)	Minimum 5 points		Minimum 5 points	
	<b>TOTAL</b>	<b>30 points</b>		<b>30 points</b>	

**Note:**

- According to the candidate's level (academic, researcher) the  $A_i$  coefficient may have different values, including 0, meeting the minimal standards required in the 'Categories and Restrictions' section of the sheet.
- For the scientific researcher career the minimal scientific performance (A2) and the recognition of the activity impact (A3) are taken into consideration.
- In extenso, an article in the ISI Thomson Reuters indexed magazines may be equal to two summarized articles published in the ISI indexed magazines or, in extenso, with three articles published in prestigious scientific magazines in the field of *Military Science, Intelligence and Public*.

„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY  
 NATIONAL INSTITUTE FOR INTELLIGENCE STUDIES /  
 NATIONAL CENTER FOR MODELLING AND SIMULATION IN INTELLIGENCE  
 Competition for filling the position of \_\_\_\_\_, pos. \_\_\_\_  
 Field: \_\_\_\_\_

From the Department \_\_\_\_\_  
 Position published in the Official Gazette of Romania No. \_\_\_\_ / \_\_\_\_\_

**Checklist of standards compliance for the degree of  
 SCIENTIFIC ASSISTANT RESEARCHER**

1. Proposal for definitions regarding the structure of the applicant's activity								
No.	Activity Field	Activity Type	Categories and Restrictions	Subcategories	Indicators	Achieved Score		
0	1	2	3	4	5	6		
1	Teaching and professional Activity (A1)	1.1 Books and chapters with relevant content for the <b>Military Science, Intelligence and Public Order</b> field, published by prestigious publishers known in the field of Military Science, Intelligence and Public Order, after having been conferred the doctoral title	1.1.1 Books as an author	1.1.1.1 Books (international)	15			
				1.1.1.2 National	10			
			1.1.2 Books as a co-author or chapters	1.1.2.1 International	15/n			
				1.1.2.2 National	10/n			
		1.2 Teaching material/Teaching works with relevant content for the <b>Military Science, Intelligence and Public Order</b> field, after enrolling in a program of doctoral studies	1.2.1 Treatises <sup>1</sup> , monographies <sup>2</sup> published by publishers with international reputation or known in the field of <i>Military Science, Intelligence and Public Order</i> ; University Courses <sup>3</sup> , textbooks, annotated legislation, guides published by publisher with international reputation or known in the field of <i>Military Science, Intelligence and Public Order</i> .	10/n	5/n			
			1.2.2 Specialty studies, scenarios, exercises and applications;	5/n				
		1.3 Coordination of academic study programs, organization and coordination of training and continuing development programs				2 per program		
1.4 Education and continuing training projects	1.4.1 Manager / Responsible / Member			3/2/1				
		2.1 Articles with <b>relevant content for the field of Military Science, Intelligence and Public Order</b> , published in ISI Thomson Reuters listed magazines or in ISI proceeding indexed scientific event tomes			10			

2	Research Activity (A2)	2.2	Articles / studies/ research reports with relevant content for the field of <b>Military Science, Intelligence and Public Order</b> , published in prestigious magazines/ scientific bulletins or in scientific event tomes in the field of <b>Military Science, Intelligence and Public Order</b> or indexed in international data bases	Minimum 2			1/n				
		2.3	Intellectual property, invention and innovation patents, etc.	2.3.1	International		10				
				2.3.2	National		5				
		2.4	Grants / competition projects	2.4.1	Manager/ Responsible	2.4.1.1	International	15/10 grants			
						2.4.1.2	National	10/5 grants			
				2.4.2	Member of the team	2.4.2.1	International	5 grants			
						2.4.2.2	National	3 grants			
3	Recognition and activity impact (A3)	3.1	Citations in ISI and IDB magazines	3.1.1	ISI		2 per citing				
				3.1.2	IDB		1 per citing				
		3.2	Citations of the applicant's publications in books, book chapters or tomes published by prestigious scientific publishers known in the field of <i>Military Science, Intelligence and Public Order</i>				0,3 per citing				
		3.3	Presentations / guest in the plenary of international and national scientific events with international participation or as Guest Professor (ERASMUS exclusively)	3.3.1	International		8				
				3.3.2	National		6				
		3.4	Member in editorial teams or in scientific committees for prestigious scientific magazines in the field of <i>Military Science, Intelligence and Public Order</i> and for scientific events, scientific events organizer / reviewer for ISI indexed magazines and international and national scientific events, indexed on an international data base or unindexed.	3.4.1	ISI		10				
				3.4.2	IDB		6				
				3.4.3	Unindexed National and International		4				
		3.5	Expertise in management, assessment and evaluation in research and/ or education	3.5.1	Management		2/year				
				3.5.2	Member		1/year				
		<b>Optional Criteria</b>									
		3.6	Awards			3.6.1	Romanian Academy	10			
						3.6.2	SSA, RSA and NURC	8			
						3.6.3	International awards	15			
						3.6.4	National awards in the field	5			
		3.7	Member in renowned international and national academies, organizations, professional associations, membership in the education and research field			3.7.1	Romanian Academy		10		
						3.7.2	SSA, RSA and sector academies		8		
						3.7.3	Professional Association	3.7.3.1	International	8	
								3.7.3.2	National	6	
						3.7.4	Professional Associations	3.7.4.1	International	6	
								3.7.4.2	National	4	
		3.7.5	Organizations in Education and Research	3.7.5.1	Management	6					
				3.7.5.2	Member	4					

\* Depending on the teaching or research position for which he/she candidates;

<sup>1</sup>Treatise according to the DEX – a work with a special character that presents methodically the basic matters of a subject

<sup>3</sup>Monography according to the DEX – an extensive scientific study on a certain topic, covered thoroughly and variously.

<sup>3</sup>The relevance of the course materials is evaluated referring to the subject outline, based on the assessment conducted by the competent methodical committee within ANIMV and with the endorsement of the competent Faculty Council / the competent independent department.

**Note:**

- International data bases (IDB) taken into consideration for articles published in magazines and in tomes of scientific events, except for the articles published in ISI indexed magazines, are those known at international scientific level as follows (without limitation): Scopus, IEEE Xplore, Science Direct, Elsevier, Wiley, ACM, DBLP, Springerlink, Engineering Village, Cabi, Emerald, CSA, Compendex, INSPEC, Referativnai Jurnal, CEEOL, Copernicus, PROQUEST, EBSCO.
- A publication or a citation that falls within a single indicator, taking into consideration the most favorable classification for the applicant.
- For the 2<sup>nd</sup> and the following editions of a publication half of the mentioned score is granted only if it is a reviewed, supplemented and completed edition.
- The score mentioned **at indicators 1.1 Books and 1.2 Teaching material/Teaching Works** is fully given only if the work is elaborated as sole author.
- For works achieved collectively, if each co-author can be established, the score is given proportionally with that contribution; if each co-author can't be established, the mentioned score will be divided at the number of co-authors.
- The books/articles must be already published or, as applicable, recorded in a university library.

**2. Formula to calculate the merit indicator (A=A1+A2+A3)**

$$A = \sum n_1 k_1 i_1 + \sum n_2 k_2 i_2 + \sum n_3 k_3 i_3$$

Where:  $n_{pi}$  – activity number in category

$k_{pi}$  – coefficient specific to the type and category of activity

$A_i$  – sum of activities in the mentioned category

**Self-assessment sheet of the minimum required and mandatory standards for the title of  
SCIENTIFIC RESEARCH ASSISTANT**

3. Minimal conditions					
No.	Activity Field	Category			
		Assistant Professor		Scientific Researcher	
		Conditions	Achieved Score	Conditions	Achieved Score
1	Teaching / professional Activity (A1)	Minimum 15 points		Minimum 10 points	
2	Research Activity (A2)	Minimum 10 points		Minimum 15 points	
3	Recognition of the activity impact (A3)	Minimum 5 points		Minimum 5 points	
	<b>TOTAL</b>	<b>30 points</b>		<b>30 points</b>	

**Note:**

- According to the candidate's level (academic, researcher) the  $A_i$  coefficient may have different values,

including 0, meeting the minimal standards required in the 'Categories and Restrictions' section of the sheet.

- For the scientific researcher career the minimal scientific performance (A2) and the recognition of the activity impact (A3) are taken into consideration.
- In extenso, an article in the ISI Thomson Reuters indexed magazines may be equal to two summarized articles published in the ISI indexed magazines or, in extenso, with three articles published in prestigious scientific magazines in the field of *Military Science, Intelligence and Public*.



## Annex 5

**List of the documents necessary for the application file for filling teaching positions**

The file consists of:

- a) Application form for registration in the selection competition (Annex 9), signed by the applicant, that includes an affidavit regarding the truthfulness of the data in the file.
- b) A proposal to develop the academic career from a teaching point of view (the proposal is drawn up by the applicant, has maximum 10 pages and it is one of the main criteria for applicants' tiebreaker);
- c) Printed and electronic curriculum vitae (signed by the applicant), including:
  - Data about the studies and the diplomas he/she has;
  - Data about the professional expertise and relevant positions;
  - Data about the research and development project he/she coordinated as a project manager and the grants he/she got, if such projects or grants exist, indicating for each one the financing source and volume and the main publications or brevets that resulted.
  - Data about awards or other elements to acknowledge the applicant's scientific contributions.
- d) Printed and electronic list of the works<sup>1</sup> (*Annex 10*), signed by the applicant, including:
  - List of maximum 10 works considered by the applicant to be most relevant for his/her professional achievements, that are included in an electronic form in the application file and that may be also found in the other categories of works mentioned in the current article;
  - Dissertation or dissertations;
  - Patents and other intellectual property titles;
  - In extenso article/ studies published in international scientific magazines;
  - In extenso publications present in works of the main international specialty conferences;
  - Other works and scientific contributions.
- e) Checklist of Academy's standard compliance for entry in the selection competition (*Annexes 1, 2, 3*);
- f) Dissertation summary, written both in Romanian and in another international language, maximum one page for each language;
- g) Affidavit in which the applicant indicates the incompatibility situation stipulated by the legal regulations in force legal regulations, situations he might confront with if winning the competition, or the lack of these incompatibility situations (*Annex 11*);
- h) Certified copies for: doctoral diploma/ diplomas and certificate/ certificates (if applicable); diploma/ diplomas for university studies, equivalent certificate/ certificates (if applicable) and the transcripts of records or its equivalent; baccalaureate diploma or its equivalent; birth certificate; marriage certificate (if applicable); work record card or excerpt of the General Registry of Employees to prove the seniority;
- i) ID card copy;
- j) Copies of the documents that prove changing the name (if applicable);
- k) Maximum 10 electronic form publications, patents or other works considered to be the most relevant for his/ her own professional achievements;
- l) Copies of the cover of the publication/ book/ work/ CD that reveal ISBN or ISSN, as appropriate, as well as copy of the table of contents of the publication/ book in which the article/ chapter is highlighted, in order to support the scoring of the checklist of standard compliance;
- m) For the positions of associate professor and professor, at least 3 names and contact addresses for eminent people outside "Mihai Viteazul" National Intelligence Academy, acting in the field of the position open for recruitment, who agreed to draw

up recommendation letters regarding the applicant's professional qualities, as well as recommendation letters drawn up by them.

n) Other documents required by the HR structure.

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<sup>1</sup> In order for the examination committee to verify the authenticity of the data presented by the applicants, each work will have a mention of the electronic address that confirms its ISI/ IDB listing and citations.

## Competition tests for filling teaching positions

The competition for filling the **teaching assistant** position includes a written examination, an oral examination and a practical examination, specific to the position open for recruitment, on the day(s), time and room to be announced by the committee on [www.animv.ro](http://www.animv.ro).

The bibliography for the written and oral examinations will be published on [www.animv.ro](http://www.animv.ro) along with the announcement regarding the position opening.

The practical examination represents holding a seminar before students, in the presence of the Competition Committee. The Committee determines the subject for the practical examination 48 hours before taking it and this is published on [www.animv.ro](http://www.animv.ro).

The competition for filling the **assistant professor position /SR III** includes giving a teaching/ scientific lecture, as applicable, in the presence of the Competition Committee.

The syllabus for the lecture is published on [www.animv.ro](http://www.animv.ro) along with the announcement regarding the position opening.

The Committee determines the topic for the teaching/ scientific lecture 48 hours before giving it and this is published on [www.animv.ro](http://www.animv.ro).

The competition for filling the **associate professor position /SR II** includes giving a didactic or scientific lecture to students, as applicable, in the presence of the Competition Committee.

The subject of the lecture will be determined by the Competition Committee and communicated to applicants 48 hours before giving the lecture by publishing it on [www.animv.ro](http://www.animv.ro).

The competition for filling the **university professor position /SR I** includes giving a didactic or scientific lecture to students, as applicable, in the presence of the Competition Committee.

The subject of the lecture will be determined by the Competition Committee and communicated to applicants 48 hours before giving the lecture by publishing it on [www.animv.ro](http://www.animv.ro).

<b>„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY</b>
Faculty _____ <b>Doctoral School / National Institute for Intelligence Studies / National  Centre for Modelling and Simulation in Intelligence*</b> Competition for filling the position of _____, pos. ____ Position subjects _____
Field: _____
From the Department _____ Position published in the Official Gazette of Romania No. ____ / _____

**REPORT  
on the competition**

According to „Mihai Viteazul” National Intelligence Academy Rector’s decision, no. \_\_\_\_\_ of \_\_\_\_\_, the competition committee, consisting of:

- \_\_\_\_\_ - chair;
- \_\_\_\_\_ - member;
- \_\_\_\_\_ - member;
- \_\_\_\_\_ - member;
- \_\_\_\_\_ - member.

proceeded during \_\_\_\_\_, to the evaluation of the applicants participating in the competition for filling the position of \_\_\_\_\_, post \_\_\_\_\_, at the Faculty \_\_\_\_\_ / Doctoral School / National Institute for Intelligence Studies / National Centre for Modelling and Simulation in Intelligence, Department \_\_\_\_\_ published in the Official Gazette of Romania no. \_\_\_\_ of \_\_\_\_\_, in order to make the decision to determine the winning applicant or, as applicable, the decision to declare unsuccessful the applicants participating in the competition for filling the said position.

The competition was attended by \_\_\_\_ applicants.

The following applicants have met at least the minimum scoring for all the criteria in the assessment reports, from all the members of the competition committee and have been admitted to the competition for ranking and for establishing the successful applicant: \_\_\_\_\_

The following applicants have been rejected as a result of not reaching the minimum scoring stipulated in at least one assessment report and have not been admitted to the competition for ranking and for establishing the successful applicant: \_\_\_\_\_

In order to rank the applicants admitted to the competition and to establish the successful applicant, the voting process was attended by \_\_\_\_ committee members and \_\_\_\_ substitutes, appointed by the chair of the committee due to the absence of the full members \_\_\_\_\_

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Following the vote, the applicant \_\_\_\_\_ placed first and was declared successful, with \_\_\_\_ votes.

This summary report was adopted with \_\_\_\_ votes in favor and \_\_\_\_ votes against by members and substitutes of the committee, who actually participated in the evaluation of the applicants.

	(Last name and first name)	(Signature)
Chair of the committee	_____	_____
Member	_____	_____
Member	_____	_____
Member	_____	_____
Member	_____	_____

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\* *Depending on the teaching or research position the applicant is applying for.*

<b>„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY</b>	
Faculty _____	
Doctoral School / National Institute for Intelligence Studies / National Centre for Modelling and Simulation in Intelligence*	
Competition for filling the position of _____, pos. ____	
Position subjects _____	
Field: _____	
From the Department _____	
Position published in the Official Gazette of Romania No. ____ / _____	

### ASSESSMENT REPORT

I, the undersigned, \_\_\_\_\_, tenure professor at \_\_\_\_\_, member of the Competition Committee for filling the position of \_\_\_\_\_, post \_\_\_\_\_, Faculty \_\_\_\_\_ / Doctoral School / National Institute for Intelligence Studies / National Centre for Modelling and Simulation in Intelligence, Department \_\_\_\_\_, in accordance with "Mihai Viteazul" National Intelligence Academy Rector's decision no. \_\_\_\_\_ of \_\_\_\_\_, I have assessed the applicant \_\_\_\_\_ in compliance with the criteria set out by G.D. no. 457/ 2011, Order of the Minister of National Education and Scientific Research No. 6129/2016 and „Mihai Viteazul" National Intelligence Academy methodology.

Based on my own analysis, I bring to your attention the following:

EVALUATION CRITERION	Teaching or research position the applicant is applying for		Ci Score	CONCLUSION (Admitted/ Rejected)
Minimum standards (A)	A <sub>1</sub> — Teaching and professional activity		A= A <sub>1</sub> + A <sub>2</sub> + A <sub>3</sub>	
	A <sub>2</sub> — Scientific research activity			
	A <sub>3</sub> — Recognition of the activity impact			
Applicant's evaluation (B)	B <sub>1</sub> – Relevance and impact of the applicant's scientific results		B= B <sub>1</sub> + B <sub>2</sub> + ..B <sub>7</sub>	
	B <sub>2</sub> - Scientific content of the published work			
	B <sub>3</sub> - Ability to guide students or young researchers			
	B <sub>4</sub> — Applicant's skills related to the specifics of the position			
	B <sub>5</sub> – Applicant's ability to transfer his knowledge and results or to disseminate his own scientific results			
	B <sub>6</sub> - Ability to be part of a team and the effectiveness of scientific partnerships, depending on the specifics of the applicant's domain			
	B <sub>7</sub> – Applicant's previous experience in teaching/ research institutions, depending on the specifics of the position			
Final score P=0.6x <b>A</b> +0.4x <b>B</b>				<b>FINAL CONCLUSION (Admitted/Rejected)</b>

Date .....

Signature .....

**NOTE:** In order to evaluate criteria B<sub>1</sub>...B<sub>7</sub>, the scoring from 1 to 10 will be used. The grade of the examination represents their arithmetic mean. Applicants who received at least an average 8 and no score below 7 may be declared "admitted".

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\* *Depending on the teaching or research position the applicant is applying for*

## List of the documents necessary for the application file for filling teaching positions

The file consists of:

- a) Application form for registration in the selection competition (Annex 99);
- b) Checklist of Academy's standard compliance for entry in the selection competition;
- c) (*Annexes 1, 2, 3*);
- d) Handwritten affidavit in which the applicant states that the data in the file refers to his own activities and accomplishments, otherwise the applicant bears the consequences of false statement, in accordance with the legislation in force (original) (*Annex 12*);
- e) Proposal to develop the academic career from a research point of view (the proposal is drawn up by the applicant, has maximum 10 pages and it is one of the main criteria for applicants' tiebreaker);
- f) List of published works <sup>1</sup> (signed by the applicant) in printed and electronic form, along with a copy of at least 5 representative works, structured in relation to the preliminary requirements and evaluation criteria, i.e. where applicable, in a required order: dissertation/ dissertations; published books; articles/ studies published in prestigious international scientific magazines or in national magazines recognized by the CNSIS; studies published in the tomes of prestigious international scientific events recognized in the country and abroad (with ISSN or ISBN; invention patents; contract/ grant research-development-innovation projects; other works);
- g) Copies of the cover of the publication/ book/ work/ CD that reveal ISBN or ISSN, as appropriate, as well as copy of the table of contents of the publication/ book in which the article/ chapter is highlighted, in order to support the scoring of the checklist of standard compliance;
- h) Printed and electronic curriculum vitae (signed by the applicant);
- i) Seniority certificate issued by the institution where the applicant is a tenure professor (example — *Annex 13*), to highlight the professional trajectory — the periods and professional positions of the applicant in higher education/ scientific research/ other activities, as well as the document(s), if any, to certify carrying out higher education or research activities in the country or abroad (original; foreign certificates must be translated and certified);
- j) Certified copies for: doctoral diploma/ diplomas and certificate/ certificates (if applicable); diploma/ diplomas for university studies, equivalent certificate/ certificates (if applicable) and the transcripts of records or its equivalent; baccalaureate diploma or its equivalent; birth certificate; marriage certificate (if applicable); work record card or excerpt of the General Registry of Employees to prove the seniority;
- k) Affidavit in which the applicant indicates the incompatibility situation stipulated by the legal regulations in force legal regulations, situations he might confront with if winning the competition, or the lack of these incompatibility situations (*Annex 11*);
- l) For the positions of first-degree scientific researcher and second-degree scientific researcher, at least 3 names and contact addresses for eminent people outside "Mihai Viteazul" National Intelligence Academy, acting in the field of the position open for recruitment, who agreed to draw up recommendation letters regarding the applicant's professional qualities, as well as recommendation letters drawn up by them;
- m) Other documents required by the laws or regulations in force.

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<sup>1</sup> *In the field of the subjects of the position open for recruitment*



„MIHAI VITEAZUL”  
NATIONAL INTELLIGENCE ACADEMY  
No. \_\_\_\_\_ of \_\_\_\_\_

**APPROVE**  
**THE COMMANDANT (RECTOR) OF**  
**„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY**

**Dear RECTOR,**

I, the undersigned, \_\_\_\_\_, born on \_\_\_\_\_,  
in \_\_\_\_\_, county \_\_\_\_\_, graduate of the Faculty of \_\_\_\_\_,  
major in \_\_\_\_\_, with mean \_\_\_\_\_, teaching degree \_\_\_\_\_  
and workplace \_\_\_\_\_, please approve my application for  
\_\_\_\_\_ position opening, post \_\_\_\_\_, subjects:

in the department \_\_\_\_\_, Faculty \_\_\_\_\_ / Doctoral School /  
National Institute for Intelligence Studies / National Centre for Modelling and Simulation in  
Intelligence within „Mihai Viteazul” National Intelligence Academy.

I declare I hold a doctoral tile since \_\_\_\_\_ in the specialty field  
of \_\_\_\_\_.

The selection competition was advertised in Official Gazette of Romania no. \_\_\_\_\_ of  
\_\_\_\_\_.

I also ask you to approve the start of the selection stages specific to institution  
employment, in accordance with the provisions of Act no. 80/1995 on the statute of military  
personnel, subsequently amended and supplemented.

I am responsible for the accuracy of the data in this application and I declare that I  
will bear the consequences in case of erroneous data.

Date \_\_\_\_\_

Signature \_\_\_\_\_

The position is not filled and  
Open for recruitment  
**Human Resources, Organization and  
Applied Psychology Department**  
Date \_\_\_\_\_ Signature \_\_\_\_\_

**Legal endorsement**

Date \_\_\_\_\_ Signature \_\_\_\_\_

**LIST OF WORKS**  
**A. LIST OF RELEVANT WORKS**  
**FOR PERSONAL PROFESSIONAL ACHIEVEMENTS<sup>1</sup>**  
*(included in electronic form in the file and may be found  
in other categories of the list of works)*

No. crt.	The Publishing Houser/Magazine in which the ISBN work was published	Work title	Quality (sole author, main author, co-author, coordinator, project manager etc.)	No. of pages	Indicators the work falls into, according to MENCs Order no. 6129/2016	Remarks
<b>B. DISSERTATION</b>						
1.						
<b>C. BOOKS AND CHAPTERS OF BOOKS</b>						
1.						
2.						
3.						
4.						
5.						
<b>D. ARTICLES/STUDIES PUBLISHED IN INTERNATIONAL SCIENTIFIC MAGAZINES OR IN PRESTIGIOUS MAGAZINES IN THE FIELD OF 'MILITARY SCIENCE, INTELLIGENCE AND PUBLIC ORDER'</b>						
1.						
2.						
3.						
4.						
5.						
<b>E. ARTICLES/STUDIES PUBLISHED IN TOMES OF NATIONAL CONFERENCES AND WITH INTERNATIONAL PARTICIPATION IN THE FIELD OF 'MILITARY SCIENCE, INTELLIGENCE AND PUBLIC ORDER'</b>						
1.						
2.						
3.						
4.						
5.						
<b>F. CONTRACT/ GRANT BASED RESEARCH AND DEVELOPMENT PROJECTS, SPECIALIZED STUDIES, SCENARIOS, EXERCISES AND APPLICATIONS, OTHER WORKS</b>						
1.						
2.						
3.						
4.						
5.						

Signature \_\_\_\_\_

<sup>1</sup> In the field of the subjects of the position open for recruitment.

## AFFIDAVIT

I, the undersigned, \_\_\_\_\_, , born on \_\_\_\_\_, in \_\_\_\_\_, county \_\_\_\_\_, resident in \_\_\_\_\_ (home address), applicant for the position of \_\_\_\_\_, post \_\_\_\_\_, Faculty \_\_\_\_\_ /, Doctoral School / National Institute for Intelligence Studies / National Centre for Modelling and Simulation in Intelligence, Department \_\_\_\_\_ within „Mihai Viteazul” National Intelligence Academy in Bucharest, aware of the provisions of Art. 292 of the Penal Code on false declarations and the provisions of Art. 295, paragraph 4 of the Law of National Education no. 1/2011, according to which it is prohibited *simultaneous tenure by spouses, in-laws and relatives of up to the third degree, including those positions where one is superior to the other, controls him or has direct institutional authority or assessment on any level within the same university*, as well as the provisions of Art. 295, paragraph 5, of the Law of National Education no. 1/2011, according to which *violation of the provisions in paragraph 4 leads to the invalidation of the competition*:

I HEREBY DECLARE ON MY OWN RESPONSIBILITY

that, in case I win the selection competition for the above-mentioned position, I will not be in any incompatibility situation according to the legal provisions.

Date

Signature

ASSUMPTION OF LIABILITY DECLARATION  
*(for research positions)*

I, the undersigned, ....., born on .....,  
in ....., home address .....,  
CNP ....., I declare on my own responsibility that the data in the file  
submitted for ..... position opening, domain ..... from National  
Institute for intelligence Studies / National Centre for Modelling and Simulation in  
Intelligence, advertised in..... newspaper on ..... and on the premises  
of the institution, presents my own achievements and activities, and I am aware that,  
otherwise, I will bear the consequences of the false declaration, in accordance with the  
legislation in force.

Date

Signature

„MIHAI VITEAZUL”  
NATIONAL INTELLIGENCE ACADEMY,  
No. \_\_\_\_\_ of \_\_\_\_\_

### CERTIFICATE

This is to certify that Mr./ Mrs. \_\_\_\_\_, CNP \_\_\_\_\_, owner of IC series \_\_\_\_\_ no. \_\_\_\_\_, domiciled in \_\_\_\_\_, is employed at \_\_\_\_\_, as \_\_\_\_\_, with an employment contract for \_\_\_\_\_ and a total seniority of \_\_\_\_\_ (years, months, days), of which \_\_\_\_\_ (years, months, days) in the field of research and development. The seniority of research and development activity consists of \_\_\_\_\_ (years, months, days) seniority of research activity acquired during the full-time doctoral internship and \_\_\_\_\_ (years, months, days) seniority of research and development activity within \_\_\_\_\_.

Professional trajectory of Mr./ Mrs. \_\_\_\_\_, since he/she was first employed and up to the present moment, as seen in the employment record, the Register of employees, the certificate(s) no./of issued by \_\_\_\_\_ is presented below:

Position	Institution	Period	Seniority (years, months, days)	Supporting document
Total seniority				
Total seniority in SR activity				

Additional information: (ex: Mr./ Mrs. had the contract of employment suspended during the period \_\_\_\_\_, according to \_\_\_\_\_).

This Certificate has been issued to serve the named person for the application file for the SR II/SR I position.

Head of INSI/CNMSI

Human Resources, Organization and  
Applied Psychology Department

<b>„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY</b>	
Faculty _____	
Doctoral School / National Institute for Intelligence Studies / National Centre for Modelling and Simulation in Intelligence*	
Competition for filling the position of _____, pos. ____	
Position subjects _____	
Field: _____	
From the Department _____	
Position published in the Official Gazette of Romania No. ____ / _____	

### MINUTES on the outcome of the voting

The Competition Committee, composed of:

- \_\_\_\_\_ - the chair;
- \_\_\_\_\_ - member;
- \_\_\_\_\_ - member;
- \_\_\_\_\_ - member;
- \_\_\_\_\_ - member.

according to the decision of „MIHAI VITEAZUL” National Intelligence Academy Rector, no. \_\_\_\_ of \_\_\_\_\_, convened on \_\_\_\_\_, proceeded to express, by secret vote, the option regarding the ranking of the applicants participating in the selection competition for \_\_\_\_\_ position, post \_\_\_\_\_, Faculty \_\_\_\_\_ / Doctoral School / National Institute for Intelligence Studies / National Centre for Modelling and Simulation in Intelligence, Department \_\_\_\_\_, published in the Official Gazette of Romania no. \_\_\_\_ of \_\_\_\_\_, in order to decide the applicant declared successful or, as appropriate, the to declare unsuccessful the applicants participating in the selection competition for filling the named position.

The competition was attended by \_\_\_\_ applicants, of which \_\_\_\_ applicants have been declared admitted to the competition for ranking and determining the successful applicant as a result of all the Committee members grading him/ her at least the minimum score for the Candidate Evaluation criterion in the assessment report.

\_\_\_\_\_ members of the committee participated in the voting, as well as \_\_\_\_\_ substitutes, nominated by the chair of the committee due to the absence of full members.

The result of the voting is as follows:

CANDIDATES' LAST NAME AND FIRST NAME	DECISION OF THE COMPETITION COMMITTEE				
	Ranking resulting from voting				Candidate is declared Successful/ Unsuccessful
	1	2	3	4	

	(Last name and first name)	(Signature)
Chair of the Committee	_____	_____
Member	_____	_____
Member	_____	_____
Member	_____	_____
Member	_____	_____

\* Depending on the teaching or research position which the applicant is applying for