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ROMANIAN INTELLIGENCE SERVICE  
„MIHAI VITEAZUL” NATIONAL  
INTELLIGENCE ACADEMY

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APPROVED  
ANIMV Senate Chairman

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# **METHODOLOGY OF THE COMPETITION FOR FILLING VACANT TEACHING POSITIONS AT THE „MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY**

Approved in the University Senate meeting on 08.11.2024

- Bucharest, 2024 -

## LEGAL BASIS

- *Law on Higher Education no. 199/2023, as amended and supplemented;*
- *Law No. 80/1995 on the Status of Military Personnel, as amended and supplemented;*
- *Government Decision No. 1339/2023 on the approval of the Competitive Framework Methodology for filling vacant teaching and research positions in higher education;*
- *Order of the Minister of National Education and Scientific Research no. 6129/2016 on the approval of the minimum required and mandatory Standards for the award of higher education qualifications, professional degrees of research and development, the quality of doctoral leader and the attestation of authority;*
- *Academic Charter of the "Mihai Viteazul" National Intelligence Academy.*

## CHAPTER I GENERAL PROVISIONS

**Art. 1.** This methodology regulates the organization and the conduct of competitions for filling the vacant teaching positions at the "Mihai Viteazul" National Intelligence Academy (ANIMV), except as provided in Article 202 para. (7) and (8) of the Law on Higher Education No 199/2023, as amended and supplemented.

**Art. 2. (1)** ANIMV operates military and civilian academic staff, as tenured, associate and guest associate teaching staff.

**(2)** Teaching positions at ANIMV are: *assistant professor, lecturer, associate professor and professor.*

**Art. 3. (1)** ANIMV may organize a competition for filling a teaching position only if it is vacant, in accordance with the legislation in force and in compliance with the provisions of the internal orders and regulations.

**a)** A position shall be considered vacant if it is so provided for in the Member State of employment drawn up annually or if it is vacated during the academic year.

**b)** The position shall be vacated in one of the following ways:

**(2)** by terminating the employment relationship with ANIMV, according to the law;

**(3)** by transferring the person occupying the position to another position within ANIMV, after winning a contest, or following promotion in the teaching career, under the law.

**Art. 4.** Teaching positions cannot be put out to competition by transforming a position occupied into a senior position.

**Art. 5.** The departments' directors, the deans of the faculties and the Commander (Rector) are responsible to the University Senate for the proper conduct of the competitions regarding the filling of teaching positions, in compliance with the quality standards, ethics, academic moral values and the legislation in force.

**Art. 6. (1)** ANIMV teaching positions can be occupied for an indefinite period or for a fixed period.

**(2)** Occupation of teaching positions for an indefinite period is carried out through a public competition, organized by ANIMV in accordance with the provisions of the Framework Methodology adopted by the Ministry of Education, Law No 199/2023, with subsequent amendments and additions and of this methodology.

**(3)** Public competition for the positions mentioned in par. (2) may be organized only after publication by the Ministry of Education of the position put out for competition in the Official Gazette of Romania, Part III.

(4) The contest for the filling of fixed-term teaching positions can be organized only after the publication by the ANIMV of the post submitted to the contest, accompanied by the program related to the contest on the [www.animv.ro](http://www.animv.ro) website.

**Art. 7. (1)** A vacancy for which the provisions of this methodology apply, on any teaching position, is only possible for the candidate who obtained the highest score in the public contest organized by ANIMV.

(2) Fixed-term employment, except in the situations provided for in Article 202 par. (7) and (8) of the Law on Higher Education no. 199/2023, with subsequent amendments and completions, can be carried out in ANIMV only for the teaching function of university assistant and only for candidates who are doctoral candidates, registered in a doctoral study program, without exceeding the maximum period of studies, which includes the extensions admissible according to the law. Fixed-term employment can be done for a maximum of 6 years.

**Art. 8. (1)** Following persons are considered to be involved in the competition procedure:

- a) Participants in the decision-making process concerning the appointment of the selection board;
- b) Members or alternates of the competition committee;
- c) who are involved in professional or administrative evaluation decisions regarding the competition;
- d) who are involved in the resolution of disputes.

(2) Following persons cannot be involved in the competition procedure:

- a) spouses, affins and relatives up to grade III, including one or more candidates;
- b) employed in the same institution as a candidate holding a management function and are hierarchically subordinated to the candidate.

(3) The concurrent occupation by spouses, affins and relatives up to the third degree, including the positions through which each is in a direct position of leadership, control, authority or direct institutional evaluation, at any level, within the ANIMV, is prohibited.

(4) If, after winning a contest by a candidate, one or more persons from ANIMV are going to be in a situation of incompatibility according to Article 201 para. (4) of the Law on Higher Education no. 199/2023, as amended, the appointment to the post and the award of the university title by ANIMV can take place only after the resolution of the incompatibility situation/situations. The method of resolving the incompatibility situation shall be communicated to the Ministry of Education within two working days of the settlement.

(5) Persons who are definitively convicted of intentional crime for which rehabilitation has not occurred may not hold a teaching position in higher education.

(6) Infringement of Article 6 para. (4) and Article 8(8) (3) leads to the invalidation of the contest and to the punishment of the guilty.

## CHAPTER II

### CONDITIONS REGARDING REGISTRING FOR THE COMPETITION FOR TEACHING POSITIONS

**Art. 9. (1)** Only persons who meet the legal requirements, the minimum and mandatory standards for the registration to the contest for the filling of teaching positions in higher education, approved by order of the Minister of Education, according to Article 156 para. (1) letter a) of Law no. 199/2023 with subsequent amendments and additions and the ANIMV standards approved by the University Senate through this methodology, corresponding to the provisions of the state of functions can apply for the competition to fill vacant teaching positions at ANIMV.

(2) At ANIMV level the equivalence of the fulfillment by an applicant of the national minimum standards, for the positions of lecturer and professor, by standards, criteria or indicators other than those provided by the national minimum standards, approved by order of the Minister of Education, according to the provisions of Article 156 para. (1) letter a) of the Law on Higher Education no. 199/2023, as subsequently amended and supplemented cannot be established.

**Art. 10. General conditions:**

- (1) Romanian citizenship;
- (2) to pass the selection stages specific to the classification in the RIS (Romanian Intelligence Service), in accordance with the provisions of the Law no. 80/1995 on the status of military personnel, with subsequent additions and modifications, in conjunction with the provisions of art. 81 para. (2) Law 199/2023 as amended and supplemented;
- (3) demonstrate the ability to communicate in a foreign language at B2 level;
- (4) other general conditions established by order of the Minister of Education regarding teaching positions.

**Art. 11. Specific conditions:**

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

Applicants must meet the following minimum conditions:

**(1) In order fill the professor teaching positions:**

- (1.1.) have a doctorate;
- (1.2.) meet the standards for filling teaching positions, specific to the position, approved by the university senate, without imposing conditions of seniority, according to the law;
- (1.3.) must hold the certificate of authority;
- (1.4.) provide proof (as specified in Annex No 5):
  - a) the relevance and impact of scientific results, in relation to the subject area of the job for which they are applying;
  - b) ability to guide students or young researchers;
  - c) teaching skills in relation to the specific of the job;
  - d) the ability to transfer knowledge and results, or to disseminate own scientific results;
  - e) the ability to work in a team and the efficiency of scientific collaborations, depending on the specific field of the candidate;
  - f) ability to lead research and development projects;
  - g) previous experience in educational institutions.

**(2) In order to fill teaching positions of *associate professor*:**

- (2.1.) have a doctorate;
- (2.2.) meet the standards for filling the teaching positions, specific to the position, approved by the university senate, without imposing conditions of seniority, according to the law;
- (2.3.) provide proof (as specified in Annex No 5):
  - a) the relevance and impact of scientific results, in relation to the subject area of the job for which they are applying;
  - b) ability to guide students or young researchers;
  - c) teaching skills in relation to the specific of the job;
  - d) the ability to transfer knowledge and results, or to disseminate own scientific results;
  - e) the ability to work in a team and the efficiency of scientific collaborations, depending on the specific field of the candidate;
  - f) ability to lead research and development projects;
  - g) previous experience in educational institutions.

**(3) To fill the teaching positions of *lecturer*:**

- (3.1.) have a doctorate;
- (3.2.) meet the minimum standards for filling teaching positions, specific to the teaching position of lecturer, established by this Methodology (Annex 2), without imposing conditions of seniority, according to the law;
- (3.4.) provide proof (as specified in Annex No 5):
  - a) the relevance and impact of scientific results, in relation to the subject area of the job for which they are applying;
  - b) ability to guide students or young researchers;
  - c) teaching skills in relation to the specific of the job;
  - d) the ability to transfer knowledge and results or to disseminate own scientific results;

- e) the ability to work in a team and the efficiency of scientific collaborations, depending on the specific field of the candidate;
- f) previous experience in educational institutions.

**(4) For the filling of teaching positions of *assistant professor - employment for undetermined period:***

- (4.1.)** have a doctorate;
- (4.2.)** meet the minimum standards for filling teaching positions, specific to the teaching function of university assistant - employment for an indefinite period, established by this methodology (Annex 3), without imposing conditions of seniority, according to the law.
- (4.3.)** provide evidence of the relevance and impact of scientific results in relation to the disciplines of the post for which he is applying (as specified in Annex 5).

**(5) For the filling of teaching posts of *assistant professor - employment for a determined period:***

- (5.1.)** be registered for a doctoral study programme, without exceeding the maximum period of study, which includes the extensions admissible under the law;
- (5.2.)** meet the minimum standards for filling teaching positions specific to the teaching position of university assistant - fixed term employment, laid down in this methodology (Annex 3).

**(B) Military instructors:**

For the military instructors' corps, the conditions for registration to the contest are laid down in the Methodology of organizing and conducting competitions for filling the positions of information instructor in the "Mihai Viteazul" National Intelligence Academy.

## **CHAPTER III ORGANIZATION AND CONDUCT OF COMPETITIONS FOR TEACHING POSITIONS**

### *Section 1 — Organization of competitions*

**Art. 12.** Establishment of teaching positions to be put out to contest:

- (1)** Directors of the departments / Director of the Doctoral School in whose structure the position is located / propose, by way of reference, the positions to be put up for competition.
- (2)** The reference is endorsed, as the case may be, as follows: for teaching positions in the faculties - by the Department Council, then by the Faculty Council; for teaching positions in the Doctoral School - by the Doctoral School Council.
- (3)** The list of teaching positions proposed to be put out to competition, approved by the Faculty Council/Doctoral School Council, is approved and submitted by the Dean/Director of the Doctoral School to the Board of Directors for approval.

**Art. 13. (1)** Publication of the posts taken out for an indefinite period of employment - after their approval by the Board of Directors, the Academy's Secretariat shall transmit to the Ministry of Education, within a maximum of 30 working days from the beginning of the semester, for the publication of the vacant positions in the Official Monitor of Romania, Part III, the following documents:

- a)** the list of positions proposed to be put out to competition and their structure signed and stamped by the Commander (rector);
- b)** the extract from the function state containing the positions taken in the contest, signed by the rector, dean and the department director/the director of the Doctoral School;
- c)** a statement issued by the Head (Rector) of the Academy, stating that the teaching positions submitted to the contest have in structure only the subjects of the curricula of the specializations / programs of studies legally established, including as a form of education and a place of development;
- d)** its own competition methodology.

**(2)** The first competition test will be scheduled at least two months after the announcement in the Official Gazette. The registration period starts with the date of publication of the notice in the Official Gazette of Romania, Part III and ends with 15 working days before the first competition.

**(3)** After the publication of vacancies in the Official Journal, the Academy Secretariat sends for publication the notices regarding the withdrawal of vacant teaching posts from ANIMV:

**a)** on the homepage of the ANIMV website, in a visible place;

**b)** on a specialized website, managed by the Ministry of Education, called the website of the competition for the filling of vacant teaching positions in higher education;

**(4)** The announcement mentioned in par. (3) contains the competition syllabus and the following information:

**a)** a brief description of the position offered for the competition and of the conditionality linked to the promotion of specific selection phases for classification in the RIS, as detailed in Article 38 para. (1) of this methodology;

**b)** the didactic norm and types of activities included in the didactic norm, as well as other duties specific to the position put out to the contest;

**c)** the minimum salary of employment corresponding to the position put out to the competition;

**d)** the timetable for the competition;

**e)** the subjects of the competition tests, including lectures, courses, or the like, or the subjects from which the competition committee may choose the subjects of the tests actually held;

**f)** description of the competition procedure;

**g)** the complete list of documents which candidates must include in the competition dossier;

**h)** address to which the competition dossier must be sent.

**(5)** ANIMV may announce the competition by any additional means, including publication in the media, in national scientific publications, on websites specialized in the publication of job offers, etc.

**(6)** The announcements of the positions of lecturer and professor will be published also in English.

**Art. 14.** On the ANIMV website and/or on the website of the contest administered by the Ministry of Education (in the case of positions of indefinite employment), the following information will be published, at the latest within 5 working days, after the end of the competition registration period, respecting the protection of personal data, for each candidate:

**a)** Curriculum vitae;

**b)** The record of verification of compliance with the standards;

**c)** The complete list of works.

**Art. 15. (1)** The competition is open.

**(2)** Romanian citizens can participate in the contest for a teaching position without any discrimination, under the law.

**(3)** The job description will be given in comprehensive terms, which correspond to the real needs of the higher education institution, considering that the number of potential candidates is not artificially limited.

**Art. 16. (1)** The composition of the competition committee, for each position put out to competition, is determined after the publication of the announcement of the position being put out to competition in the Official Gazette of Romania;

**(2)** The board of the department in which the position is located or, as the case may be, the board of the doctoral school shall make proposals for the nominal composition of the competition committee and the dispute resolution committee.

**(3)** Based on the proposals mentioned in par. (2) in the case of teaching position, the dean shall seek the opinion of the faculty council on the nominal composition of the competition commission.

**(4)** The nominative composition of the competition committee and the dispute resolution committee shall be submitted to the university senate for approval. Following approval by the university senate, the competition committee and the dispute resolution committee are appointed by decision of the commander (rector).

**(5)** After approval, the competition committee and the dispute resolution committee shall be entered in the Agenda for each Unit.

(6) Within two working days of the issuance of the decision of the commander (rector), it is transmitted to the Ministry of Education, and the nominal composition of the competition committee and the dispute resolution committee are published on the specialized website of the Ministry of Education by the academy secretariat. In the case of the positions of university lecturer and professor, the composition of the commissions is published in the Official Gazette of Romania, Part III, by the secretariat of the academy.

(7) The decision of the commander (rector) is also transmitted to the relevant structures within ANIMV/SRI.

**Art. 17. (1)** *The composition of the competition committees* for the teaching positions - consists of 5 members, including its chairman, specialists in the field of the subjects of the post offered for the competition or in related fields and an alternate member.

(2) If a member is unavailable to participate in the proceedings, that member shall be replaced by the alternate, who shall be appointed in accordance with the same procedure as the other members.

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

(4) In order to occupy a position of lecturer, professor, at least 3 commission members should be from outside the academy.

(5) The members of the competition committee have a higher or at least equal academic title to the post submitted to the contest, and for the members from abroad, they must meet the IIS standards corresponding to the didactic function of the post submitted to the contest.

(6) For the sole purpose of participation in the competition committee, the equivalence of the teaching titles of the members from abroad with the teaching titles from the country is carried out according to the Methodology of Recognition of University Teaching Functions obtained in accredited higher education institutions from abroad, and on the basis of equivalence the Senate approves the nominal composition of the competition commission.

(7) The chairman of the selection board may be:

a) the head of the department or the director of the doctoral school where the position is to be found;

b) the dean of the faculty of which the department in which the position is to be filled is a member,

c) a tenured staff member of ANIMV, specialist in the field of the subjects of the position or in a related field, delegated for this purpose by the vote of the departmental council and of the faculty council, respectively of the council which organizes the contest.

(8) For each competition committee, a secretary is appointed to manage the documents, without the right to vote or to award marks.

**Art. 18. (1)** *The composition of the dispute resolution committee* - consists of 3 members, including its chairman, specialists in the field of the position offered for competition or in related fields.

(2) If a member is unavailable to participate in the proceedings of the dispute resolution committee, that member shall be replaced by the alternate, who shall be appointed in accordance with the same procedure.

**Art. 19. (1)** The members of the competition committee may not be part of the dispute resolution committee.

(2) The evaluation of the candidates' applications shall be carried out on the basis of the criteria laid down in this methodology.

**Art. 20.** The organization of the contests for the teaching position of assistant professor - PhD, under the conditions stipulated in Article 7 para. (2) follows the procedure described for teaching positions with indefinite employment, with the following clarifications:

a) Positions put out to competition are published on [www.animv.ro](http://www.animv.ro);

b) The first competition will be scheduled at least two months after the announcement on [www.animv.ro](http://www.animv.ro)

c) The composition of the competition committee, for each post put up for competition, is established after the publication of the notice of the competition on the [www.animv.ro](http://www.animv.ro) page.

## *Section 2 — Conduct of competitions*

**Art. 21. (1)** The registration of candidates starts on the day of the publication in the Official Gazette of Romania of the position submitted for competition and ends 15 working days before the first competition.

**(2)** To be enrolled, candidates shall submit the competition dossier to the academy secretariat (*Annex 4*), which will be registered.

**Art. 22. (1) For teaching positions competitions** are held no later than 45 days after the end of the registration period.

**(2)** The day, time and place of competition tests are announced on the ANIMV website and on the specialized website of the Ministry of Education at least 5 working days before the tests are held.

**(3)** The competition consists of evaluating the scientific activity and teaching skills of the candidates for the teaching positions, according to the tests mentioned in Annex no. 5.

**Article 23. (1) The Scientific Committee** shall be appointed by decision of the commander (rector), on a proposal from the Management Board, for the vacant teaching positions.

**(2)** The scientific committee has the role of verifying the data provided by the candidates on the checklist regarding the fulfillment of the standards for the submission to the competition

**(3)** The scientific committee shall be composed of three members, including its chairman, specialists in the field of the post submitted for competition or in related fields, as well as an alternate member.

**(4)** A candidate's compliance with the legal requirements for submitting to the competition is certified by the opinion of the legal adviser of the ANIMV, based on the resolution of the scientific committee and other documents required for the registration, provided that the fulfillment of the requirements for taking up the activity in the RIS is confirmed until the competition is completed.

**(5)** The legal opinion and the resolution of the scientific committee shall be communicated to the candidate by the HR structure at least 5 working days before the first competition test is held, provided that, until the contest is completed, the conditions for the employment in the RIS are confirmed to be fulfilled for the posts with permanent employment.

**Art. 24.** Candidates who meet the legal requirements for the submission to the competition will be invited, through the Human Resources structure, to take part in the competition tests, together with the communication of the legal opinion and the resolution of the scientific committee, provided that the conditions for the call for work or employment are met, by promoting the eliminatory selection stages specific to the Service until the competition is completed.

**Art. 25. (1)** After obtaining the legal opinion, the secretariat of the academy will promote the competition dossiers to the commander (rector) for approval.

**(2)** Once approved, the competition files will be kept at the academy secretariat.

**Article 26.** At the end of the registration period, the academy secretariat distributes the competition files to the competition committees, at least 5 working days before the first competition.

**Article 27. (1)** The competition committee shall evaluate the candidate in the light of the position in which he is competing taking following aspects into consideration:

**a)** the relevance and impact of the applicant's scientific results in relation to the subject area of the position for which he/she is applying;

**b)** the candidate's ability to mentor students or young researchers;

**c)** the candidate's teaching skills;

**d)** the candidate's ability to transfer his or her knowledge and results to the economic or social environment or to disseminate his or her own scientific results;

**e)** the candidate's ability to work as a team and the efficiency of his or her scientific collaborations, depending on the specifics of the applicant's field;

- f) the applicant's ability to lead research and development projects;
  - g) professional experience of the candidate in institutions other than the organizing institution.
- (2) If the position is covered by the assistant / lecturer, the competition committee has the obligation to verify the fulfillment of the standards of occupancy of the teaching positions, specific to the function, approved by the university senate through this methodology, according to the law.
- (3) If the position concerned is held by the lecturer/professor, the selection board is obliged to verify and ascertain the candidate's compliance with the national minimum standards, as well as with the ANIMV standards of this methodology;
- (4) The criteria stipulated in par. (2) and (3) are evaluated on the basis of the competition dossier and, where appropriate, additionally by one or more competition tests, which may include: lectures, courses, seminars, etc.

**Art. 28. (1)** The decisions of the competition committee shall be taken by open vote of the members. A decision of the committee shall be valid if at least three of the members of the committee have cast their vote.

(2) The proceedings of the competition committee shall be directed by the chairman of the board.

**Art. 29. 1.** Following completion of the evaluation process, for each position, the competition committee shall decide on the hierarchy of candidates and nominate the candidate who has obtained the best results.

(2) The chairman of the competition committee shall draw up a report on the competition (model Annex 6) on the basis of the assessment reports (model Annex 7) drawn up by each member of the competition committee and following the list of candidates established by the panel.

(3) The report on the competition shall be clearly signed by all the members of the committee and by the chairman of the committee.

(4) The president of the competition committee shall transmit the report and the related documentation to the dean of the faculty / director of the doctoral school.

(5) The report of the competition committee, after its validation in the faculty council / doctoral school council, is submitted for approval to the university senate by the dean of the faculty / the director of the doctoral school.

(6) The university senate examines compliance with the procedures established by its own methodology and approves or does not approve the report on the competition. The hierarchy of candidates established by the competition committee may not be changed by the university senate.

(7) Following the approval of the outcome of the competition by the university senate and the fulfillment of the conditions of the call to work or employment, by promoting the eliminatory selection stages specific to the RIS, the commander (rector) of the academy issues a decision for the appointment and award of the corresponding university title for the winning candidate. Appointments shall be made from the semester following that in which the competition is held.

(8) The decisions on appointment and award of the corresponding academic title for the successful candidates, accompanied by a summary report on the organization and conduct of the contest/contests in ANIMV, shall be sent, within 5 days from the issue, in electronic/electronic format, with a submission address to the National Commission for the Attestation of Titles, Diplomas and University Certificates (CNATDCU), through the specialized department of the Ministry of Education.

(9) Appointments to positions in ANIMV shall be made according to specific internal regulations, in compliance with the provisions of the Law on Higher Education No 199/2023, as subsequently amended and supplemented.

(10) The result of the competition is published at the ANIMV headquarters, on the Academy website, within 2 working days after the completion of the competition. The result of the contest is also uploaded on the electronic application managed by the Ministry of Education.

**Art. 30.** The competition files, completed with the documents of the contest, are kept at the human resources structure, regardless of the result of the contest and are archived at the end of the calendar year, according to the archive rules.

**Art. 31.** The entire responsibility for drawing up the candidates' evaluation documents, in compliance with the legal provisions and with the specifications contained in this methodology, belongs to the competition committees.

**Art. 32. (1)** Depending on the results of the checks required by the internal normative framework, the award of the related teaching title is made by the decision of the commander (rector) of the academy, who is recorded in the unit agenda of the day, on the basis of the decision of the senate validating the results of the contest and in relation to the needs of the "Mihai Viteazul" National Intelligence Academy for the classification of the positions put out to competition.

**(2)** The persons subject to the appointment decision will present a declaration on honor, in a notarial form, that they are not part of political parties or, as the case may be, that they renounce their membership of political parties while performing the functional duties of the teaching position in which they are employed at the "Mihai Viteazul" National Intelligence Academy.

**(3)** If, after winning the contest, the candidate is in a situation of incompatibility according to the legislation in force, the appointment may take place only after the incompatibility has been resolved.

**(4)** The arrangement shall be communicated to the ministry of education within two working days of resolution.

**Article 33. (1)** If a candidate has evidence that the standards have not been met, that is to say, that the competition has not been organized and has not been held, the candidate may bring an appeal within three working days of the result being communicated.

**(2)** The appeal shall be made in writing, registered with the secretariat and forwarded to the dispute resolution committee.

**(3)** The dispute resolution committee shall review the matters referred to it by the candidate and shall resolve it within 48 hours of its registration, prior to the publication of the results of the competition.

**(4)** The report of the dispute resolution committee, after its validation in the faculty board and the report of the competition commission, is submitted for approval by the dean of the faculty to the university senate.

**Art. 34. (1)** Following completion of the evaluation process, the competition committee, for each position, determine the hierarchy of candidates and nominate the candidate who has achieved the best results.

**(2)** The chairman of the competition committee shall draw up a report on the competition, on the basis of the reports drawn up by each member of the selection board and in accordance with the ranking list of candidates established by the panel.

**(3)** The competition report shall be signed by each member of the competition committee. The chairman of the competition committee shall transmit the report and the documentation related to the academy's senate.

**(4)** The senate of the academy shall review the observance of the procedures set out in this methodology and approve or not the report on the competition. The hierarchy of candidates established by the competition committee may not be changed by the Academy's Senate.

**Art. 35. (1)** For teaching positions, appointment after approval of the results of the contest by the senate of the academy is made by decision of the commander (rector), starting with the first day of the semester following the contest.

**(2)** For the teaching positions occupied for an indefinite period, the decisions on the appointment and award of the corresponding university title for the winning candidates, together with the summary report on the organization and conduct of the contest/contests in the ANIMV, shall be sent within 5 working days from the issuance of the appointment decision, in electronic/electronic format, with a forwarding address to the National Council for the Attestation of University Degrees, Diplomas and Certificates (CNATDCU), through the specialized department of the Ministry of Education.

**(3)** In order to take up a position or within 2 years of its occupation, the higher education teaching staff undergo a university program of psycho-pedagogical training for higher education, of 30 credits of studies transferable to ECTS/SECT.

(4) By way of exception to the provisions of para. (3) In order to take up a teaching position in ANIMV, graduates of a psycho-pedagogical training program corresponding to 60 credits of studies transferable to ECTS/ SECT may enroll in the contest.

**Article 36.** During a period in which restrictive and social distancing measures are to be maintained, competitions can also be organized via online media.

## **CHAPTER V FINAL PROVISIONS**

**Art. 37. (1)** The assignment of candidates to the Romanian Intelligence Service and appointment to any of the positions selected for the contest are subject to the promotion of specific selection stages of the institution, in accordance with the provisions of the Law no. 80/1995 on the status of military personnel, with subsequent additions and modifications, in conjunction with the provisions of art. 81 para. (2) of the Law 199/2023.

**(2)** The selection stages mentioned will take place from the moment of registration, considering the provisions of Article 148 of the National Standards for the protection of classified information in Romania approved by G.D. No. 585/2002, and their promotion is a mandatory condition for entry into the position, regardless of the results of the public competition.

According to the standards indicated, 'depending on the level of security clearance requested, the deadlines for replying by the institutions authorized to carry out a security vetting are:

**a)** for access to top secret information - 90 working days;

**b)** for access to secret information - 60 working days;

**c)** for access to confidential information - 30 working days.

**Art. 38.** If the position offered for the competition has not been filled, the competition may be resumed in full compliance with the competition procedure, in the next semester or in the following academic year, as the case may be.

**Art. 39. (1)** In the event of irregularities being found, in the manner of organizing and conducting competitions, the university senate may apply sanctions upon a reasoned proposal of the Board of Directors, or of the commander (rector) or of its own, with their approval.

**(2)** Penalties shall be imposed following the disciplinary inquiry carried out on the basis of Article 175 para. (2) letter b) of Law No 199/2023, as amended.

**(3)** Penalties shall be determined in accordance with the provisions of Article 175 para. (4) and Article 176(2) and (c) Law No 199/2023, as amended.

**(4)** The complaints regarding the regime of conflict of interest and incompatibilities are solved by the university ethics commission, based on the provisions of Law no. 199/2023, with subsequent amendments and completions, the sanctions being applied according to the law.

**Art. 40.** The "Mihai Viteazul" National Intelligence Academy prepares annually, until the 1<sup>st</sup> of September, a summary report in electronic form on the organization, conduct and completion of competitions for teaching and research positions. The report is sent, for notification, to the CNATDCU through the specialized department of the Ministry of Education.

**Art. 41. (1)** Enrollment in a teaching position is subject to the presentation of a medical certificate, issued on a specific form adopted by a joint order of the Minister of Education and the Minister of Health. Opinions for exercising the profession shall be established by a joint order of the Minister for Education and the Minister for Health.

**(2)** Maintenance in a teaching position is subject to regular medical examination.

**(3)** Teaching staff who consider themselves wronged may request an expertise of working capacity in education.

**(4)** The refusal of the teaching staff to attend the medical examination constitutes a disciplinary offense and may lead to the dissolution of the individual employment contract.

**Article 42.** This Methodology may be supplemented or modified by a decision of the senate of the "Mihai Viteazul" National Intelligence Academy and repeals the *Methodology of organizing and conducting competitions for the occupation of teaching and research positions in the ANIMV, no. 212611 of 20.03.2024.*

## „MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY

Faculty \_\_\_\_\_

Competition for filling the post of \_\_\_\_\_, pos. \_\_\_\_\_

Post disciplines \_\_\_\_\_

The field: \_\_\_\_\_

From the Department \_\_\_\_\_

Vacancy published in the Official Gazette of Romania no. \_\_\_\_\_ / \_\_\_\_\_

**Verification sheet of the fulfillment of the standards for obtaining the degree of  
UNIVERSITY PROFESSOR / ASSOCIATE PROFESSOR**

1. Proposal for definitions on the structure of the applicant's activity										
Nr. crt.	Domain of activities	Type of activities	Categories and restrictions	Subcategorii			Indicators (kpi)	Achieved Score		
0	1	2	3	4			5	6		
1	Teaching and professional activity (A1)	1.1 Books and chapters in books whose content is relevant in the field of <b>Military Sciences, Intelligence and Public Order</b> , published in publishing houses with recognized prestige in the field of <i>Military Sciences, Intelligence and Public Order</i> , after obtaining the title of doctor.	1.1.1	Books as author <b>(2)</b> teacher minimum 4 books, of which 3 single author; <b>(3)</b> lecturer minimum 3	1.1.1.1	Books (internationals)	15			
					1.1.1.2	Nationals	10			
			1.1.2	Books as co-author or chapters	1.1.2.1	Internationals	15/n			
					1.1.2.2	Nationals	10/n			
		1.2	Teaching material / Teaching papers whose content is relevant in the field of <b>Military Sciences, Intelligence and Public Order</b> after obtaining the title of doctor.	1.2.1	Treaties 1, monographs 2 published in publishing houses of international prestige or recognized prestige in the field of <i>Military Sciences, Intelligence and Public Order</i> ; University courses <sup>3</sup> , teaching manuals, annotated legislation, guidance published in publishers with international prestige or recognized prestige in the field of <i>Military Sciences, Information and Public Order</i> . <b>(2)</b> minimum 3 as first author for the Professor; <b>(3)</b> minimum 2 as first author for Lecturer.	10/n			5/n	
						1.2.2	Specialized studies, scenarios, exercises and applications; Professor - minimum 2, first author; Lecturer - minimum 1, first author	5/n		
	1.3	Coordination of university study programs, organization and coordination of training and continuous development programs					2 per program			
	1.4	Education and further training projects	1.4.1	Director / Responsible / Member			3/2/1			
2	2.1	Articles <b>relevant to the fundamental field of Military Sciences, Intelligence and Public Order</b> published in journals listed in the ISI Thomson Reuters or in volumes of scientific events, indexed in the ISI proceedings					10			
	2.2	Research articles / studies / reports whose	Min. 15 per professor				1/n			

<sup>1</sup>Treaty, cf. DEX – work of a special nature, in which the fundamental problems of a discipline are methodically exposed

<sup>2</sup>Monography, cf. DEX – extensive scientific study on a specific subject, detailed and multilateral treaty.

<sup>3</sup>The relevance of the course support is assessed in relation to the subject record, based on the analysis carried out by the competent ENVI Methodological Commission and with the opinion of the competent Faculty/Autonomous Department Council.

3	Research activity (A2)		content is relevant in the field of Military Sciences, Intelligence and Public Order and which are published in scientific journals / bulletins with recognized prestige or in the volumes of scientific manifestations, in the field of <b>Military Sciences, Information and Public Order</b> , or indexed in international databases	Minim 10 for Associate professor			1/n		
		2.3	Intellectual property, patents and innovation, etc.	2.3.1	Internationals		10		
				2.3.2	Nationals		5		
		2.4	Grants / projects through competition	2.4.1	Director / Responsible	2.4.1.1	Internationals	15/10 of grant	
						2.4.1.2	Nationals	10/5 of grant	
				2.4.2	Team Member	2.4.2.1	Internationals	5 of grant	
						2.4.2.2	Nationals	3 of grant	
		3.1	Quotes in magazines ISI și BDI	3.1.1	ISI		2 Per quote		
				3.1.2	BDI		1 Per quote		
		3.2	Quotations of the candidate's publications in books, book chapters or volumes, published by publishers with recognized scientific prestige in the field of <i>Military Sciences, Intelligence and Public Order</i>				0,3 Per quote		
3.3	Presentations / guest in the plenum of international and national scientific events with international participation or invited Professor (excluding ERASMUS)	3.3.1	Internationals		8				
		3.3.2	Nationals		6				
3.4	Member of editorial or scientific committees of journals with recognized scientific prestige in the field of <i>Military Sciences, Intelligence, and Order Public</i> and scientific events, organizer of scientific events / reviewer for national and international scientific journals and events indexed to ISI, indexed to a recognized international base, or non-indexed	3.4.1	ISI		10				
		3.4.2	BDI		6				
		3.4.3	National and international non-indexed		4				
3.5	Experience by management, analysis and evaluation in research and/or education	3.5.1	Management		2/year				
		3.5.2	Member		1/year				

Optional criteria										
3.6	Awards				3.6.1	Romanian Academy	10			
					3.6.2	ASS, AOSR And CNCS	8			
					3.6.3	International awards	15			
					3.6.4	National awards in the field	5			
3.7	Member of prestigious national and international academies, organizations, professional associations, membership in educational and research organizations				3.7.1	Romanian Academy	10			
					3.7.2	ASS, AOSR and branch academies	8			
					3.7.3	Managing professional associations	3.7.3.1	Internationals	8	
							3.7.3.2	Nationals	6	
					3.7.4	Professional associations	3.7.4.1	Internationals	6	
							3.7.4.2	Nationals	4	
3.7.5	Education and research organizations	3.7.5.1	Board	6						
		3.7.5.2	Member	4						

**Notes:**

- The International Databases (BDIs) taken into account for articles published in journals and published in volumes of scientific manifestations, with the exception of articles published in ISI-listed journals, are those that are scientifically recognized internationally such as (without limitation): Scopus, IEEE Explore, Science Direct, Elsevier, Wiley, ACM, DBLP, Springerlink, Engineering Village, Cabi, Emerald, CSA, Compendex, INSPEC, Referativnai Journal, CEEOL, Copernicus, PROQUEST, EBSCO.
- A publication or citation shall fall under one indicator, whichever is more favorable to the applicant.
- For the second and subsequent editions of a publication half of the score is given only if it is a revised, added and completed edition.
- The score mentioned in indicators 1.1. Books and chapters in books and 1.2. Teaching material/Teaching works shall be granted in full only if the work is prepared as a sole author.
- For works carried out collectively, if the contribution of each co-author can be determined, the score shall be awarded in proportion to that contribution; if the contribution of each co-author cannot be established, the score shall be divided by the number of co-authors.
- Books/articles must already be published or, where appropriate, registered in a university library.

**Candidates who wish to obtain the academic title of lecturer or professor must have published, necessarily, after obtaining the teaching degree of lecturer / lecturer, the following: a single author book, a university course / didactic manuals / treaties/ monograph as a first author, whose content is relevant in the field of Military Sciences, Information and Public Order, published at publishing houses with recognized prestige in the field of Military Sciences, Information and Public Order.**

2. Formula for calculating the merit indicator ( $A=A1+A2+A3$ )  $A=\sum n1k1i+\sum n2k2i+\sum n3k3i$

Where:  $n_{pi}$  – number of activities in category

$k_{pi}$  – coefficient specific to type and category of activity  $A_i$  — sum of the activities in the above category

**Self-assessment sheet of minimum required and mandatory standards for obtaining the title of UNIVERSITY PROFESSOR / ASSOCIATE PROFESSOR**

3. Minimum conditions					
Nr. crt.	Category				
	Field of activity	Conferențiar		Profesor	
		Conditions	Achieved Score	Conditions	Achieved Score
1	Teaching/professional activity (A1)	Minimum 35 points		Minimum 60 points	
2	Research activity (A2)	Minimum 20 points		Minimum 30 points	
3	Recognition of the impact of the activity (A3)	Minimum 5 points		Minimum 10 points	
<b>TOTAL</b>		<b>60 points</b>		<b>100 points</b>	

**Notes:**

Depending on the level of the applicant, the coefficients  $A_i$  can have various values, including 0, fulfilling the minimum standards required in the field "Categories and restrictions" in the fiche.

An article, in extenso, in ISI Thomson Reuters listed journals can be equated to two articles published, in summary, in ISI listed journals or three articles, in extenso, in journals with recognized scientific prestige in the field of *Military Sciences, Intelligence and Public Order*.

## „MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY

Faculty \_\_\_\_\_

Competition for filling the post of \_\_\_\_\_, pos. \_\_\_\_\_

Post disciplines \_\_\_\_\_

The field: \_\_\_\_\_

From the Department \_\_\_\_\_

Vacancy published in the Official Gazette of Romania no. \_\_\_\_\_ / \_\_\_\_\_

**Verification sheet of the fulfillment of standards for obtaining the degree of  
LECTURER**

1. Proposal for definitions on the structure of the applicant's activity								
Nr. crt.	Field of activity	Type of activities	Categories and restrictions	Subcategories	Indicators (kpi)	Achieved Score		
0	1	2	3	4	5	6		
1	Teaching and professional activity (A1)	1.1 Books whose content is relevant in the field of <b>Military Sciences, Intelligence and Public Order</b> , published in publishers with recognized prestige in the field of <i>Military Sciences, Intelligence and Public Order</i> , after obtaining the title of doctor.	1.1.1	Books as author - minimum 1	1.1.1.1	Books (internationals)	15	
					1.1.1.2	Nationals	10	
			1.1.2	Books as co-author or chapters	1.1.2.1	Internationals	15/n	
					1.1.2.2	Nationals	10/n	
		1.2	Teaching material / Teaching papers whose content is relevant in the field of <b>Military Sciences, Intelligence and Public Order</b> after obtaining the title of doctor.	1.2.1	Treaties <sup>4</sup> , monographs <sup>5</sup> published in international or recognized publishing houses in the field of <i>Military Sciences, Intelligence and Public Order</i> ; Academic courses <sup>6</sup> , teaching manuals, annotated legislation, guidance published in publishing houses with international prestige or recognized prestige in the field of <i>Military Science, Intelligence and Public Order</i> . - minimum of 1 as author - minimum 1 as co-author		5/n	
						1.2.2	Specialized studies, scenarios, exercises and applications; minimum 2	5/n
	1.3	Coordination of university study programs, organization and coordination of training and continuous development programs			2 pr program			
	1.4	Education and further training projects	1.4.1	Director / Responsible / Member	3/2/1			
2		2.1 <b>Articles relevant to the fundamental field of Military Sciences, Intelligence and Public Order</b> and published in journals listed in the ISI Thomson Reuters or in volumes of scientific events, indexed in the ISI proceedings			10			

<sup>4</sup>Treaty, cf. DEX – work of a special nature, in which the fundamental problems of a discipline are methodically exposed

<sup>5</sup>Monography, cf. DEX – extensive scientific study on a specific subject, detailed and multilateral treaty.

<sup>6</sup>The relevance of the course support is assessed in relation to the discipline sheet, based on the analysis carried out by the specialized methodical commission of the ANIMV and with the opinion of the competent faculty/autonomous department council.

3	Research activity (A2)	2.2	Articles / studies / research reports <b>whose content is relevant in the field Military Sciences, Intelligence and Public Order</b> and which are published in scientific journals / bulletins with recognized prestige or in volumes of scientific manifestations, in the field <i>Military Sciences, Intelligence and Public Order</i> , or indexed in international databases.		Minimum 8		1/n			
		2.3	Intellectual property, patents and innovation, etc.	2.3.1	Internationals		10			
				2.3.2	Nationals		5			
		2.4	Grants / projects through competition	2.4.1	Director / Responsible	2.4.1.1	Internationals		15/10 grants	
						2.4.1.2	Nationals		10/5 grants	
				2.4.2	Team member	2.4.2.1	Internationals		5 grants	
						2.4.2.2	Nationals		3 grants	
		3	Recognition and impact of the activity (A3)	3.1	Quotations in ISI and BDI journals	3.1.1	ISI		2/per quotation	
						3.1.2	BDI		1/per quotation	
				3.2	Quotations of the candidate's publications in books, book chapters or volumes, published on publishing houses with recognized scientific prestige in the field of <i>Military Sciences, Intelligence and Public Order</i>				0,3/per quotation	
3.3	Presentations / guest in the plenum of international and national scientific events with international participation or invited Professor (excluding ERASMUS)			3.3.1	Internationals		8			
				3.3.2	Nationals		6			
3.4	Member of editorial or scientific committees of journals with recognized scientific prestige in the field of <i>Military Sciences, Intelligence and Public Order</i> and scientific events, organizer of scientific events / reviewer for national and international scientific journals and events indexed to ISI, indexed to a recognized international base, or non-indexed			3.4.1	ISI		10			
				3.4.2	BDI		6			
				3.4.3	National and international non-indexed		4			
3.5	Experience of management, analysis and evaluation in research and/or education			3.5.1	Management		2/year			
				3.5.2	Member		1/year			

<b>Criteria opționale</b>										
3.6	Awards			3.6.1	Romanian Academy		10			
				3.6.2	ASS, AOSR și CNCS		8			
				3.6.3	International rewards		15			
				3.6.4	National awards in the field		5			
3.7	Member of prestigious national and international academies, organizations, professional associations, membership in educational and research organizations			3.7.1	Romanian Academy		10			
				3.7.2	ASS, AOSR and branch academies		8			
				3.7.3	Managing professional associations	3.7.3.1	Internationals		8	
						3.7.3.2	Nationals		6	
				3.7.4	Professional associations	3.7.4.1	Internationals		6	
						3.7.4.2	Nationals		4	
3.7.5	Education and research organizations	3.7.5.1	Management		6					
		3.7.5.2	Member		4					

**Notes:**

- The International Databases (BDIs) considered for articles published in journals and published in volumes of scientific manifestations, with the exception of articles published in ISI-listed journals, are those that are scientifically recognized internationally such as (without limitation): Scopus, IEEE Explore, Science Direct, Elsevier, Wiley, ACM, DBLP, Springerlink, Engineering Village, Cabi, Emerald, CSA, Compendex, INSPEC, Referativnai Journal, CEEOL, Copernicus, PROQUEST, EBSCO.
- A publication or citation shall fall under one indicator, whichever is more favorable to the applicant.
- For the second and subsequent editions of a publication half of the score is given only if it is a revised, added and completed edition.
- The score mentioned in indicators 1.1. Books and 1.2. Teaching material/Teaching works shall be granted in full only if the work is prepared as a sole author.
- For works carried out collectively, if the contribution of each co-author can be determined, the score shall be awarded in proportion to that contribution; if the contribution of each co-author cannot be established, the score shall be divided by the number of co-authors.
- Books/articles must already be published or, where appropriate, registered in a university library.

**Formula for calculating the merit indicator ( $A=A1+A2+A3$ )  $A=\sum n1k1i+\sum n2k2i+\sum n3k3i$**

Where:  $n_{pi}$  – number of activities in category

$k_{pi}$  – coefficient specific to type and category of activity  $A_i$  — sum of the activities in the above category

### Self-assessment sheet of minimum required and mandatory standards for obtaining the title of LECTURER

3. Minimum conditions			
Nr. crt.	Field of activity	Category	
		University lecturer	
		Conditions	Achieved Score
1	Teaching / professional activity (A1)	Minimum 25 points	
2	Research activity (A2)	Minimum 20 points	
3	Recognition of the impact of the activity (A3)	Minimum 5 points	
	<b>TOTAL</b>	<b>50 points</b>	

**Notes:**

Depending on the level of the applicant, the coefficients  $A_i$  can have various values, including 0, with the minimum standards required in the "Categories and restrictions" section of the fiche.

An article, in extenso, in ISI Thomson Reuters listed journals can be equated with two articles published, in summary, in ISI listed journals or three articles, in extenso, in journals with recognized scientific prestige in the field of Military Sciences, Information and Public Order.

„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY

Faculty \_\_\_\_\_

Competition for filling the post of \_\_\_\_\_, pos. \_\_\_\_\_

Post disciplines \_\_\_\_\_

The field: \_\_\_\_\_

From the Department \_\_\_\_\_

Vacancy published in the Official Gazette of Romania no. \_\_\_\_\_ / \_\_\_\_\_

**Verification sheet for fulfilling the standards for obtaining the degree of  
ASSISTANT PROFESSOR**

Field of activity	Type of activities	Categories and restrictions	Subcategories	Indicators (kpi)	Achieved Score	
1	2	3	4	5	6	
Teaching and professional activity (A1)	1.1 Books whose content is relevant in the field of <b>Military Science, Intelligence and Public Order</b> , published in prestigious publishers in the field of <i>Military Sciences, Intelligence and Public Order</i>	1.1.1 Books as author	1.1.1.1 Books (internationals)	1 5		
			1.1.1.2 Nationals	1		
		1.1.2 Books as co-author or chapters	1.1.2.1 Internationals	15/n		
			1.1.2.2 Nationals	10/n		
	1.2 Teaching material / Teaching papers whose content is relevant in the field of <i>Military Sciences, Intelligence and Public Order</i>	1.2.1	Treaties <sup>8</sup> , monographs <sup>9</sup> published in publishers with international prestige or recognized prestige in the field of <i>Military Sciences, Intelligence and Public Order</i> ; University Courses <sup>10</sup> , teaching manuals, annotated legislation, guidance published in publishers with international prestige or recognized prestige in the field of <i>Military Sciences, Intelligence and Public Order</i> .		10 /n 5/ n	
			1.2.2 Specialized studies, scenarios, exercises and applications	5/n		
1.3 Coordination of university study programs, organization and coordination of training and continuous development programs			2 per program			
1.4 Projects educational and by continuous training	1.4.1	Director/ Responsible/ Member	3/2/1			
Research	2.1 Articles relevant to the fundamental field of <i>Military Science, Intelligence and Public Order</i> and published in ISI Thomson Reuters quoted journals or in the volumes of scientific events indexed to ISI proceedings			1 0		

<sup>7</sup> According to the teaching or research position for which he is applying

<sup>8</sup> Treaty, cf. DEX – work of a special nature, in which the fundamental problems of a discipline are methodically exposed

<sup>9</sup> Monography, cf. DEX – extensive scientific study on a specific subject, detailed and multilateral treaty.

<sup>10</sup> The relevance of the course support is assessed in relation to the discipline sheet, based on the analysis carried out by the specialized methodical commission of the ANIMV and with the opinion of the competent faculty/autonomous department council.

Recognition and impact of the activity (A3)	2.2	Research articles / studies / reports whose <b>content is relevant in the field of Military Sciences, Intelligence and Public Order</b> and which are published in scientific journals / bulletins with recognized prestige or in the volumes of scientific manifestations, in the field of <i>Military Sciences, Intelligence and Public Order</i> , or indexed in international databases		Minimum of 3		1/n		
	2.3	Intellectual property, patents and innovation, etc.	2.3.1	International		10		
			2.3.2	National		5		
	2.4	Grants / projects through competition	2.4.1	Director / Responsible	2.4.1.1	International	15/10 grants	
					2.4.1.2	National	10/5 grants	
			2.4.2	Team Member	2.4.2.1	International	5 grants	
					2.4.2.2	National	3 grants	
	3.1	Citation in ISI and BDI journals	3.1.1	ISI		2 per citation		
			3.1.2	BDI		1 per citation		
	3.2	Quotations of the candidate's publications in books, book chapters or volumes, published by publishing houses with recognized scientific prestige in the field of <i>Military Sciences</i> ,				0,3 per citation		
	3.3	Presentations / guest in the plenary of some scientific events international and national with international participation or Guest Professor (excluding Erasmus)	3.3.1	International		8		
			3.3.2	National		6		
	3.4	Member of editorial or scientific committees of journals with recognized scientific prestige in the field of <i>Military Sciences, Intelligence and Public Order</i> and scientific events, organizer of scientific events / reviewer for national and international scientific journals and events indexed to ISI, indexed to a recognized international base, or non-indexed.	3.4.1	ISI		10		
			3.4.2	BDI		6		
			3.4.3	National and international non-indexed		4		
3.5	Management experience, analysis and evaluation in research and/or education	3.5.1	Management		2/ year			
		3.5.2	Member		1/year			

Optional criteria										
	3.6	Awards			3.6.1	Romanian Academy	10			
					3.6.2	ASS, AOSR and CNCS	8			
					3.6.3	International awards	15			
					3.6.4	National awards in the field	5			
	3.7	Member of prestigious national and international academies, organizations, professional associations, membership in educational and research organizations			3.7.1	Romanian Academy	10			
					3.7.2	ASS, AOSR and branch academies	8			
					3.7.3	Managing professional associations	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						

Notes:

- International Databases (BDIs) considered for articles published in journals and published in indexed scientific events, with the exception of articles published in ISI-listed journals, are those which are scientifically recognized internationally such as (without limitation): Scopus, IEEE Explore, Science Direct, Elsevier, Wiley, ACM, DBLP, Springerlink, Engineering Village, Cabi, Emerald, CSA, Compendex, INSPEC, Referrativnai Journal, CEEOL, Copernicus, PROQUEST, EBSCO.

- A publication or citation shall fall under one indicator, whichever is more favorable to the applicant.

- For the second and subsequent editions of a publication half of the said score shall be given only if it is a revised, supplemented and completed edition.

- The score mentioned in indicators 1.1. Books and 1.2. Teaching material/Teaching work is awarded in full only if the work is developed as a single author.

- For works carried out collectively, if the contribution of each co-author can be determined, the score shall be awarded in proportion to that contribution; if the contribution of each co-author cannot be established, the score shall be divided by the number of co-authors.

- Books/articles must already be published or, when appropriate, registered in a university library.

2. The formula for calculating the merit indicator ( $A=A1+A2+A3$ )  $A=\sum n1k1i+\sum n2k2i+\sum n3k3i$

Where: npi - number of tasks in category

kpi — coefficient specific to type and category of activity Ai — sum of the activities in the category mentioned

### Self-assessment sheet of minimum required and mandatory standards for obtaining the title of UNIVERSITY ASSISTANT

3. Minimum conditions			
Crt. No.	Field of activity	Category University Assistant	
		Conditions	Achieved Score
1	Teaching/professional activity (A1)		
2	Research activity (A2)	Minimum 3 points	
3	Recognition of the impact of the activity (A3)		
	TOTAL	3 points	

Notes:

- Depending on the level of the applicant, the coefficients Ai can have various values, including 0, fulfilling the minimum standards required in the "Categories and restrictions" section of the fiche.

- An article, in extenso, in ISI Thomson Reuters listed journals can be equated with two articles published, in summary, in ISI listed journals or three articles, in extenso, in journals with recognized scientific prestige in the field of Military Sciences, Intelligence and Public Order.

**List of documents required in the competition dossier for the filling of didactical posts**

The dossier shall consist of:

- a) application for registration in the competition (*Annex 8*), signed by the candidate, including an affidavit regarding the veracity of the information existing in the dossier;
- b) a proposal to develop the candidate's academic career regarding teaching and scientific research activities; the proposal will be drafted by the candidate, it will contain a maximum 10 pages and is one of the main criteria regarding the procedure for the distribution of candidates;
- c) the candidate's curriculum vitae in printed and electronic form (Europass model);

The candidate's curriculum vitae should include:

- information about the studies carried out and the diplomas obtained;
- information on relevant previous professional experience and employment;
- information about the research and development projects he has led as director of the project and the grants awarded, where such projects or grants exist, indications for each source of funding, the volume of funding and the main publications or resulting patents;
- information about prizes or other elements of recognition in regard to the scientific contributions of the candidate.

d) list of works<sup>1</sup> (*Annex 9*) of the candidate in printed and electronic form. This will contain:

- the list of up to 10 works considered, by the candidate, to be most relevant for the field of the disciplines of the post for which he is applying;
- the thesis or theses of the PhD;
- patents and other industrial property rights;
- books and chapters in books;
- articles/studies in extenso, published in magazines from the main international scientific stream;
- publications in extenso, published in papers of main international conferences of specialty;
- other scientific work and contributions.

e) a check sheet to ensure that the ANIMV standards are met, the standard format of which is laid down in this Methodology. The verification form shall be completed and signed by the applicant (*Annexes 1 to 3*);

f) certified copy of the original: of the doctor diploma(s) and the attestation(s) of recognition or equivalence, where the original doctor degree is not recognized in the Romania (if applicable);

g) the abstract in Romanian and in an international language of the doctoral thesis, a maximum of one page per language;

h) an affidavit indicating the incompatibility situations according to Higher Education Act No. 199/2023, as subsequently amended and supplemented, in case the contest is won or the lack of such incompatibilities (*Annex10*);

i) copies of other diplomas attesting to the candidate's studies;

j) a copy of the identity card or, if the candidate does not have an identity card, passport or other identity document used for a purpose equivalent to the passport identity or identity;

k) where the candidate has changed his name, copies of the documents attesting to the change of name, namely the marriage certificate or proof of change of name;

l) a maximum of 10 publications, patents or other works of the candidate, in electronic form, selected by the applicant and considered to be the most relevant for his own professional achievements;

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<sup>1</sup> In order for the selection board to verify the accuracy of the data submitted by candidates, the electronic address confirming the ISI/BDI indexation of the applicant, i.e. the ISI/BDI citations, shall be provided at each paper.

m) candidates for the positions of university lecturer must include at least three recommendation letters of personalities from the respective field in their competition dossier, either from within the country or from abroad, who are in no connection to the higher education institution whose post is put out to the competition and who have agreed to draw up letters of recommendation concerning the professional qualities of the candidate.

n) candidates for positions of university professor shall include in the competition dossier at least three letters of recommendation from personalities from the respective field from abroad, who have agreed to draw up letters of recommendation relating to the professional qualities of the candidate.

o) criminal record certificate;

p) certificate of behavioral integrity;

q) medical certificate, issued on a specific form adopted by joint order of the minister of education and the minister of health;

r) the medical opinion for exercising the teaching profession, issued in accordance with the provisions of the joint order of the minister of education and the minister of health, regarding teaching posts.

s) in order to sustain the score of the standards compliance check sheet, copies of the cover page of the publication/book/work/CD showing ISBN or ISSN, as well as a copy of the contents of the publication/book highlighting the article/chapter will be presented.

t) any other documents requested at the time of the registration of the competition on the website of the Ministry of Education.

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All documents submitted to the file shall comply with the formats and specifications set out in this methodology, as well as any additional provisions on the website of the Ministry of Education, at the time of the competition.

### Samples of competitions for teaching positions

The competition for the post of university assistant includes a written test, an oral examination and a practical test, specific to the post submitted to the competition, on the day(s), at the time and in the room, which will be announced by the commission on the page [www.animv.ro](http://www.animv.ro).

For the written test and oral test, the bibliography will be published on [www.animv.ro](http://www.animv.ro) site together with the publication of the announcement regarding the opening of the position to competition.

The practical test consists in preparing and holding a seminar in front of students, in the presence of the competition committee. The committee will set the theme for the practical test 48 hours prior to the test. It will be published on the [www.animv.ro](http://www.animv.ro) site. The candidate prepares the didactic plan of the seminar activity and hands it over to the on the day of the test. During the exam, the committee will observe: the candidate's ability to guide students or young researchers, the teaching skills related to the specificity of the job, the ability to transfer knowledge and results or the ability to disseminate own scientific results, the ability to work in a team and the efficiency of scientific collaborations, depending on the specifics of the candidate's field and, if appropriate, previous experience in educational institutions.

The competition for the post of **university lecturer** includes delivering a lecture of didactic-scientific nature, as appropriate, in the presence of the competition committee.

The lecture syllabus shall be published on the [www.animv.ro](http://www.animv.ro) website together with the publication of the announcement regarding the opening of the position to competition.

The Competition Committee sets the topic for the teaching/scientific lecture 48 hours prior to the competition. The topic will be published on [www.animv.ro](http://www.animv.ro) website.

The competition for the post of **associate professor** shall include the delivery of a didactic or scientific lecture in front of students, as appropriate, in the presence of the competition committee.

The subject of the lecture will be set by the competition committee and communicated to the candidates 48 hours prior to the competition. The subject will be published on the [www.animv.ro](http://www.animv.ro) website.

The competition for the post of **university professor** shall include the delivery of a didactic or scientific lecture in front of students, as appropriate, in the presence of the competition committee.

The subject of the lecture will be set by the Competition Committee and communicated to the candidates 48 hours before the competition by publication on [www.animv.ro](http://www.animv.ro) website.

**„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY**

Faculty \_\_\_\_\_

Competition for filling the post of \_\_\_\_\_, pos. \_\_\_\_

Post disciplines \_\_\_\_\_

The field: \_\_\_\_\_

From the Department \_\_\_\_\_

Vacancy published in the Official Gazette of Romania no. \_\_\_\_\_ / \_\_\_\_\_

## REPORT on the competition

According to the decision of the Commander (Rector) of the National Intelligence Academy "Mihai Viteazul", no. from the \_\_\_\_\_, the Competition Committee, composed of:

- president;
- member;
- member;
- member;
- member

Conducted, during the period \_\_\_\_\_, the evaluation of the candidates participating in the competition for the post of \_\_\_\_\_, position of \_\_\_\_\_, at the Faculty \_\_\_\_\_ Department \_\_\_\_\_ published in the Official Gazette no. \_\_\_\_\_ on the \_\_\_\_\_, for the purposes of deciding on the candidate declared successful or, where appropriate, declared unsuccessful in the competition for filling the stated position.

Following candidates participated in the contest.

They have met at least the minimum score stipulated regarding all the criteria of the assessment reports, of all the members of the competition committee and have been declared admitted to the competition. Following ranking candidates have been declared successful: \_\_\_\_\_

Following candidates have been declared rejected, due to the failure to meet the minimum score stipulated in at least one assessment report and have not been included in the competition for ranking and determining the successful candidate:

In order to rank the candidates admitted to the competition and determine the successful candidate, the members of the committee and alternate members, appointed by the president of the committee following the absence of the full members, participated in the vote.

This summary report was adopted with votes in favor and against by the members and alternates of the committee who effectively participated in the evaluation of the candidates.

President of the Committee	(Surname and first name)	(Signature)
Member	_____	_____
Member	_____	_____
Member	_____	_____
Member	_____	_____

**„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY**

Faculty \_\_\_\_\_

Competition for filling the post of \_\_\_\_\_, pos. \_\_\_\_

Post disciplines \_\_\_\_\_

The field: \_\_\_\_\_

From the Department \_\_\_\_\_

Vacancy published in the Official Gazette of Romania no. \_\_\_\_\_ / \_\_\_\_\_

## REFERRAL OF APPRECIATION

I, the undersigned....., holder of ....., member of the competition committee for ....., position....., Faculty ....., Department ....., according to the decision of the Commander (Rector) of the "Mihai Viteazul" National Intelligence Academy no. .... of ..... evaluated the candidate..... according to the criteria established by H.G. nr. 457/2011, of the Order of the Minister of Education and Scientific Research nr. 6129/2016 and the methodology of the "Mihai Viteazul" National Intelligence Academy.

On the basis of my own analysis, I note the following:

ASSESSMENT CRITERION	Educational position for which he is applying	Score C <sub>i</sub>	CONCLUSION (Admitted/Rejected)
Minimum standards (A)	A1 – Teaching and professional	A = A <sub>1</sub> + A <sub>2</sub> + A <sub>3</sub>	
	A2 – Scientific research activity		
	A3 – Recognition of the impact of the activity		
Evaluation of the candidate (B)	B1 – Relevance and impact of the candidate's scientific results	B = B <sub>1</sub> + B <sub>2</sub> +... B <sub>7</sub>	
	B2 – Scientific content of published works		
	B3 – Ability to guide students or young researchers		
	B4 – Competences of the candidate in relation to the specific job		
	B5 – The candidate's ability to transfer his/her knowledge and the results or the ability to disseminate his/her own scientific results		
	B6 – Ability to work in a team and efficiency of scientific collaborations, depending on the specific field of the candidate		
	B7 – Previous experience of the candidate in educational / research institutions, depending on the		
Final score P=0,6x A+0,4x B			Final conclusion (Admitted/Rejected)

Date, signature .....

**NOTE:** For the assessment of criteria B1...B7, note 1 to 10 shall be used. The sample note is the arithmetic mean of the sample. Candidates with at least average 8 and no score below 7 may be recommended for "admission".

**„MIHAI VITEAZUL”  
NATIONAL INTELLIGENCE ACADEMY**

No. .... of .....

**APPROVED,  
THE COMMANDER (RECTOR) OF  
THE "MIHAI VITEAZUL"  
NATIONAL INTELLIGENCE ACADEMY**

**DEAR SIR/RECTOR,**

I, the undersigned....., born on....., in the city...., county....., graduate of the faculty....., specialization....., with the score....., having the teaching grade and the job at....., kindly ask for approval at the contest for the post....., position....., disciplines:....., at the Department....., Faculty....., within the "Mihai Viteazul" National Intelligence Academy.

I hereby inform You that I have a PhD since....., in the specialty field of.... .

The contest was announced in the Official Gazette no. .... from .....

Please also approve the start of the specific selection phase for the employment in the institution, in accordance with the provisions of Law no. 80/1995 regarding the statute of military personnel, with additions and amendments.

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

Date \_\_\_\_\_

Signature \_\_\_\_\_

The position is vacant and open for competition

**Human Resources Structure**

Date \_\_\_\_\_

Signature \_\_\_\_\_

**Legal notice**

Date \_\_\_\_\_

Signature \_\_\_\_\_

## LIST OF WORKS

**A. LIST OF RELEVANT WORKS FOR OWN PROFESSIONAL ACHIEVEMENT<sup>2</sup>** (included in electronic format in the file and which can be found in the other categories of the list of works)

N o. crt	Quality (single author, first author, co- author, coordinator, project	Title of the work	Publishing House/Magazin e where the ISBN paper was published	No. of Pages	Indicators to which they fall under MENCS Order no. 6129/ 2016	Remarks
<b>B. PHD THESIS</b>						
1.						
<b>C. BOOKS AND BOOK CHAPTERS</b>						
1.						
2.						
3.						
4.						
5.						
<b>D. ARTICLES/STUDIES PUBLISHED IN JOURNALS IN INTERNATIONAL SCIENTIFIC FLOW OR IN JOURNALS WITH RECOGNIZED SCIENTIFIC PRESTIGE IN THE FIELD OF "MILITARY SCIENCES, INTELLIGENCE AND PUBLIC ORDER"</b>						
1.						
2.						
3.						
4.						
5.						
<b>E. ARTICLES/STUDIES PUBLISHED IN VOLUMES OF NATIONAL CONFERENCES WITH INTERNATIONAL PARTICIPATION IN THE FIELD OF "MILITARY SCIENCES, INTELLIGENCE AND PUBLIC ORDER"</b>						
1.						
2.						
3.						
4.						
5.						
<b>F. RESEARCH AND DEVELOPMENT PROJECTS ON CONTRACT/GRANT BASIS, SPECIALIZED STUDIES, SCENARIOS, EXERCISES AND APPLICATIONS, OTHER</b>						
1.						
2.						
3.						
4.						
5.						

Signature \_\_\_\_\_

<sup>2</sup> From the subject of the post submitted to the contest.

**SELF-DECLARATION**

I, the undersigned, born on  
\_, town, county  
\_, domiciled in  
\_, (home address), candidate for the post of  
\_, position  
\_, Faculty\_, Department, within the "Mihai Viteazul" National Intelligence Academy Bucharest, knowing the provisions of art. 292 of the Criminal Code regarding forgery in declarations and the provisions of article 201 para. (4) of the Law on Higher Education no. 199/2023 as amended and supplemented, to ban occupation simultaneous by spouses, relatives by marriage and 3<sup>rd</sup> degree relatives including the functions through which each is in a position of direct leadership, control, authority or institutional evaluation over the other, at any level, in the same higher education institution and Article 201 para. 5 of the Law on Higher Education no.199/2023, as amended and supplemented, according to which violation of the provisions of par. 4 leads to the invalidation of the contest, by the present:

**DECLARE ON MY OWN RESPONSIBILITY**

that, if I win the competition for the above-mentioned post, I will not find myself in any case of incompatibility according to the legal provisions.

Date, signature

**„MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY**

Faculty \_\_\_\_\_

Competition for filling the post of \_\_\_\_\_, pos. \_\_\_\_

Post disciplines \_\_\_\_\_

The field: \_\_\_\_\_

From the Department \_\_\_\_\_

Vacancy published in the Official Gazette of Romania no. \_\_\_\_\_/ \_\_\_\_\_

**REPORT  
on the outcome of the vote**

The competition committee, composed of:

- chairman;
- member;
- member;
- member;
- member;
- member

according to the decision of the Commander (Rector) of the "Mihai Viteazul" National Intelligence Academy, no. \_\_\_\_ from \_\_, met on the day of \_\_, proceeded to express, by open vote, the option regarding the ranking of the participating candidates taking part in the competition for the filling of the post of \_\_, position \_\_, Faculty \_\_, Department \_\_, published in the Official Gazette no. \_\_\_\_ from \_\_\_\_, in order to make the decision to determine the successful candidate or, as the case may be, the decision to declare the candidates participating in the competition to fill the post specified therein unsuccessful.

The competition was attended by \_\_ candidates, of which \_\_ candidates were declared admitted to the competition for ranking and the determining the candidate declared successful as a result of obtaining the minimum score in the Candidate Evaluation criterion of the appreciation report of all members of the committee.

\_\_ members of the commission and \_\_ alternate members, appointed by the chairman of the commission, following the absence of full members participated at the vote.

The result of the vote was as follows:

NAMES AND FIRST NAMES OF CANDIDATES	DECISION OF THE COMPETITION COMMITTEE				
	Resulting ranking by vote				Candidate is declared Succeeded/Failed
	1	2	3	4	

(Surname and first name)

(Signature)

Chairman

Member

Member

Member

Member

\_\_\_\_\_

\_\_\_\_\_

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