



**"MIHAI VITEAZUL"  
NATIONAL INTELLIGENCE ACADEMY  
INTELLIGENCE AND SECURITY  
DOCTORAL SCHOOL  
ADVANCED RESEARCH POSTDOCTORAL PROGRAM**

**PROCEDURE FOR THE  
EVALUATION OF THE ACTIVITIES  
AND PERFORMANCE OF SCIENTIFIC  
COORDINATORS AND  
POSTDOCTORAL RESEARCHERS**

Bucharest, 2024

## Section 1. Legal basis

### Art. 1.

Evaluating the activities and performance of scientific coordinators within the Doctoral School is accomplished according to the following provisions:

1. Law of higher education no. 199/2023, with subsequent amendments and completions;
2. OME no. 3020/2024, Framework Regulation on University Doctoral Studies;
3. Regulation on the organization and implementation of the advanced postdoctoral research program, Intelligence and National Security;
4. Regulation on the organization and functioning of IOSUD ANIMV;
5. Regulation on the organization and functioning of The Intelligence and Security Doctoral School.

## Section 2. Procedure

### Art. 2. External evaluation of The Doctoral School

- (1) The Doctoral School is subject to periodic external evaluation every five years, according to the legislation in force.
- (2) The external evaluation is based on the performance of the Doctoral School and on the institutional capacity of IOSUD ANIMV.
- (3) The external evaluation of the Doctoral School is carried out by ARACIS or by another national or international quality assurance agency.
- (4) The assessment of eligibility to serve as a scientific coordinator is carried out in accordance with the standards set by the Intelligence and Security Doctoral School.
- (5) The evaluation is conducted as part of the affiliation process to the Intelligence and Security Doctoral School and the external evaluation process of the same Doctoral School.

### Art. 3. Internal evaluation of postdoctoral researchers

- (1) The internal evaluation of postdoctoral researchers is carried out annually and it aims to assess:
  - a) the extent to which the objectives set in the individual advanced scientific research program are met; the
  - b) extent to which the objectives of the complementary program regarding knowledge, skills, responsibility and autonomy are achieved:
- (2) The evaluation of postdoctoral students' performance is carried out on the basis of their self-assessment and on the evaluation conducted by scientific coordinators;
  - a) For the purpose of performance self-assessment, postdoctoral researchers are required to complete and submit the following documents to the Secretariat of the Doctoral School:
  - b) The self-assessment form, in accordance with the template provided in Annex EVL02, for evaluating the fulfilment of objectives within the individual advanced research program- deadline July 15;
  - c) The self-assessment form, in accordance with the template provided in Annex EVL03, for evaluating fulfilment of objectives within the complementary program regarding knowledge, skills, responsibility and autonomy- deadline July 15;
- (3) For the evaluation of postdoctoral researchers' performance by scientific coordinators, the latter shall complete and submit the following documents to the Secretariat of the Doctoral School.
  - a) The assessment form, in accordance with the template provided in Annex EVL05, for evaluating fulfilment of objectives within the individual advanced research program- deadline July 15;

- b) The assessment form, in accordance with the template provided in Annex EVL06, for evaluating fulfilment of objectives within the complementary program regarding knowledge, skills, responsibility and autonomy- deadline July 15;

**Art. 4. Internal evaluation of scientific coordinators**

- (1) The evaluation of scientific coordinators is carried out annually and it aims to assess:
  - a) scientific research performance, performance in supervising postdoctoral researchers and the level of national/international recognition of research supervisors;
  - b) the level, scope, and impact of the scientific activities carried out by scientific supervisors.
- (2) The performance of scientific supervisors is assessed on the basis of their self-assessment, the evaluations provided by postdoctoral researchers and the evaluation conducted by the Director of the Doctoral School.
- (3) For the purpose of performance self-assessment, scientific supervisors shall complete and submit to the Secretariat of The Intelligence and Security Doctoral School the self-assessment form in accordance with the template provided in Annex EVL07- deadline September 15.
- (4) For the evaluation by postdoctoral researchers of teaching staff/scientific researchers involved in the advanced university studies training program, the Secretariat of the Intelligence and Security Doctoral School shall distribute the online evaluation form in accordance with the template provided in Annex EVL08- deadline February 15.
- (5) For the evaluation by postdoctoral researchers of scientific supervisors and teaching staff/scientific researchers involved in the individual advanced scientific research program, the Secretariat of The Intelligence and Security Doctoral School shall distribute the online evaluation form in accordance with the template provided in Annex EVL09- deadline July 15.
- (6) For the evaluation by postdoctoral researchers of scientific supervisors and teaching staff/scientific researchers involved in the complementary program regarding knowledge, skills, responsibility and autonomy, the Secretariat of The Intelligence and Security Doctoral School shall distribute the online evaluation form in accordance with the template provided in Annex EVL10- deadline July 15.
- (7) For the evaluation of scientific supervisors by the Director of The Intelligence and Security Doctoral School, the Director shall complete and submit to the Secretariat of The Intelligence and Security Doctoral School the assessment form for scientific coordinators, in accordance with the template provided in Annex EVL11.

**Section 3. Final provisions**

**Art. 5.**

- (1) This procedure shall enter into force as of the first semester of the 2024-2025 academic year.
- (2) Upon entry into force of this Procedure, any prior provisions to the contrary shall be repealed.

**"MIHAI VITEAZUL"**

Annex EVL02

**NATIONAL INTELLIGENCE ACADEMY**

**INTELLIGENCE AND SECURITY  
DOCTORAL SCHOOL**

No. \_\_\_\_\_ of

APPROVED  
DIRECTOR  
OF DOCTORAL SCHOOL  
Professor

First Name LAST NAME

ENDORSED  
SCIENTIFIC COORDINATOR  
Professor

First Name LAST NAME

**SELF-EVALUATION FORM**

**Individual advanced scientific research program**

20xx-20xx Academic year

**Postdoctoral researcher: [First name LAST NAME]**

**I. ACTIVITY WITHIN THE INDIVIDUAL ADVANCED SCIENTIFIC RESEARCH PROGRAM:**

1. My scientific coordinator validated a total of **xx presentations** that I further held within Conferences for which I was awarded XX ECTS credits.
2. My scientific coordinator validated a total of **xx articles** that I published within scientific Publications, for which I was awarded XX ECTS credits.
3. The Supervisory and Academic Integrity Committee validated my **Postdoctoral research program, for** which I was awarded xx ECTS credits.
4. The Supervisory and Academic Integrity Committee issued a favourable/unfavourable opinion on my graduation thesis I held, for which I was awarded xx ECTS credits.
5. I had a number of **xx meetings** with my scientific coordinator (including online interactions such as messages and e-mails, etc).
6. I had a number of **xx meetings** with members of the advisory committee (including online interactions such as messages and e-mails, etc.)

**II. CONCLUSION ON ACHIEVEMENTS AND PERFORMANCE:**

I assess my activity within the individual advanced scientific research program as **[UNSATISFACTORY / SATISFACTORY / GOOD / VERY GOOD]**

Date: ..... Signature: .....

ECTS EQUIVALENCES: 1 PropDoc = 24 ECTS; 1 ArtDoc = 20 ECTS; ComDoc = 4 ECTS

ANNUAL RATINGS: VERY GOOD ≥ 60 ECTS; GOOD = 56-32 ECTS; SATISFACTORY = 30 ECTS;  
UNSATISFACTORY ≤ 28 ECTS

**"MIHAI VITEAZUL"**  
**NATIONAL INTELLIGENCE ACADEMY**  
**INTELLIGENCE AND SECURITY**  
**DOCTORAL SCHOOL**

No. \_\_\_\_\_ of \_\_\_\_\_

APPROVED

DIRECTOR of  
the Intelligence and Security Doctoral School  
Professor

[First Name LAST NAME]

ENDORSED  
SCIENTIFIC COORDINATOR  
Professor

[First Name LAST NAME]

**SELF-EVALUATION FORM**

**Complementary program regarding knowledge, skills, responsibility,  
autonomy**  
20xx-20xx Academic year

**Postdoctoral researcher: [First Name LAST NAME]**

**I. ACTIVITY WITHIN THE COMPLEMENTARY PROGRAM REGARDING  
KNOWLEDGE, SKILLS, RESPONSIBILITY, AUTONOMY:**

1. I participated in [4] out of the 4 complementary modules included in the program timetable;
2. I did not participate in [4] out of the 4 complementary modules included in the program timetable due to [provide details];
3. I obtained a number of xx ECTS credits by attending xx complementary modules included in the program;
4. I assess my attendance at the complementary modules included in the program timetable as **[UNSATISFACTORY / SATISFACTORY / GOOD /VERY GOOD]**

**II. CONCLUSION ON ACHIEVEMENTS AND PERFORMANCE:** I assess my activity within the complementary program regarding knowledge, skills, responsibility and autonomy as **[UNSATISFACTORY / SATISFACTORY / GOOD / VERY GOOD]**

Date: ..... Signature: .....

ECTS EQUIVALENCES: 1 complete module = 6 ECTS; 1 incomplete module = 0 ECTS;

ANNUAL RATINGS: VERY GOOD = 24 ECTS; GOOD = 18-12 ECTS; SATISFACTORY = 6 ECTS;  
UNSATISFACTORY = 0 ECTS

**"MIHAI VITEAZUL"****NATIONAL INTELLIGENCE ACADEMY****INTELLIGENCE AND SECURITY  
DOCTORAL SCHOOL**

No. \_\_\_\_\_ of \_\_\_\_\_

APPROVED  
DIRECTOR OF  
DOCTORAL SCHOOL

Professor

First Name LAST NAME]

**EVALUATION FORM****Individual advanced scientific research program  
(semester x) 20xx-20xx Academic year****Postdoctoral researcher: [First name LAST NAME]****I. ACTIVITY WITHIN THE INDIVIDUAL ADVANCED SCIENTIFIC  
RESEARCH PROGRAM:**

1. I validated a number of **xx** presentations delivered by *the postdoctoral researcher at the Conferences, for which xx ECTS credits were awarded.*
2. I validated **xx** articles *published by the postdoctoral researcher in scientific Publications for which a number of xx ECTS credits were awarded.*
3. Following **xx presentations** before the Supervisory and Academic Integrity Committee, **The postdoctoral research program** was validated and **xx ECTS credits** were awarded.
4. Following a number of **xx presentations** before The Supervisory and Academic Integrity Committee, **The scientific graduation** thesis received a favourable/unfavourable opinion and **xx ECTS credits were awarded.**
5. I had a number of **xx meetings** with the postdoctoral researcher (including online interactions such as messages, e-mails etc.).
6. I had a number of **xx meetings** with the advisory committee members (including online interactions such as messages, e-mails, etc.).

**II. CONCLUSION ON ACHIEVEMENTS AND PERFORMANCE:**I assess the activity of the postdoctoral researcher within the individual advanced scientific research program as **[UNSATISFACTORY / SATISFACTORY/ GOOD / VERY GOOD]**

Date: \_\_\_\_\_

SCIENTIFIC  
COORDINATOR Professor

[First Name LAST NAME]

ECTS EQUIVALENCES: 1 ProDoc = 24 ECTS; 1 RefDoc = 24 ECTS; 1 ArtDoc = 20 ECTS; ComDoc = 4 ECTS  
ANNUAL RATINGS: VERY GOOD  $\geq$  60 ECTS; GOOD = 56-32 ECTS; SATISFACTORY = 30 ECTS;  
UNSATISFACTORY  $\leq$  28 ECTS

**"MIHAI VITEAZUL"**  
**NATIONAL INTELLIGENCE ACADEMY**

Annex EVL06

INTELLIGENCE AND SECURITY  
 DOCTORAL SCHOOL

No. \_\_\_\_\_ of

APPROVED

DIRECTOR OF  
 The Intelligence and Security Doctoral School  
 Professor

[First Name LAST NAME]

**9J5 @ 5 HCB FORM**

**Complementary program regarding knowledge, skills, responsibilities,  
 autonomy**

20xx-20xx Academic year

**Postdoctoral researcher: [First Name LAST NAME]**

**I. ACTIVITY WITHIN THE COMPLEMENTARY PROGRAM: KNOWLEDGE,  
 SKILLS, RESPONSIBILITY, AUTONOMY:**

1. I assess the postdoctoral researcher's attendance at the complementary modules included in the program timetable as **[UNSATISFACTORY /SATISFACTORY /GOOD / VERY GOOD]**
2. The postdoctoral researcher was awarded a number of **xx ECTS** credits by attending **xx complementary modules** included in the program.

**II. CONCLUSION ON ACHIEVEMENTS AND PERFORMANCE:** I assess the activity of the postdoctoral researcher within the complementary program regarding knowledge, skills, responsibility and autonomy as **[UNSATISFACTORY / SATISFACTORY / GOOD/VERY GOOD]**

SCIENTIFIC COORDINATOR  
 Professor

Date: \_\_\_\_\_

[First Name LAST NAME]

ECTS EQUIVALENCES: 1 Complete module = 6 ECTS; 1 Incomplete module= 0 ECTS; ANNUAL RATINGS:  
 VERY GOOD = 24 ECTS; GOOD= 18-12 ECTS; SATISFACTORY = 6 ECTS; UNSATISFACTORY = 0 ECTS

**"MIHAI VITEAZUL"**  
**NATIONAL INTELLIGENCE ACADEMY**

Annex EVL03

**INTELLIGENCE AND SECURITY  
DOCTORAL SCHOOL**

No. \_\_\_\_\_ of

APPROVED  
DIRECTOR OF  
DOCTORAL SCHOOL

Professor

[First Name LAST NAME]

**SELF-EVALUATION FORM**  
**[Professor First Name LAST**  
**NAME]**  
**20xx-20xx Academic year**

**I. SCIENTIFIC RESEARCH ACTIVITY:**

1. Teaching activities carried out within the training program based on advanced university studies. ...
2. Teaching activities carried out within the complementary program regarding knowledge, skills, responsibility, autonomy:...
3. Teaching activities carried out within other study programs:...
4. Activities carried out within research programs/projects that are held/coordinated by:...
5. Activities carried out within other research programs/projects:...
6. Books, monographs, treaties, studies published by recognized recommended publishing houses:...
7. National/international conferences/ scientific events (scientific communication sessions, congresses, symposia, round tables, etc.):...
8. Research grants awarded through competition:...
9. Scientific research contracts outside the doctoral school:...
10. Other aspects of teaching and research activity:...

**II. ACADEMIC ADVISORY ACTIVITY OF postdoctoral researchers:**

1. Number of postdoctoral researchers under supervision and their status according to the annual ratings awarded:...
2. Competition for own allocated positions in the postdoctoral admission competition:...
3. Advisory methods used in guiding postdoctoral researchers :...
4. Postdoctoral researchers taken over for supervision from other scientific coordinators:...
5. Postdoctoral researchers transferred to other scientific coordinators:...
6. Postdoctoral researchers proposed for expulsion:...
7. Conflicts with postdoctoral researchers recorded during academic advisory activity...
8. Number of postdoctoral researchers who publicly defended their scientific graduation thesis:...
9. Number of postdoctoral researchers who repeated the public defense of their scientific graduation thesis:...
10. Number of postdoctoral researchers whose graduation certificate was not validated:...

11. Number of postdoctoral researchers who withdrew from the advanced postdoctoral research program:...

**III. NATIONALLY/INTERNATIONALLY RECOGNIZED ACTIVITIES:**

1. Invitations to lecturers to deliver presentations at other universities in the country/abroad:..
2. Citations in nationally/internationally recognized reference works:...
3. Scientific awards received:...
4. Member within CSD, CSUD, Senate, Scientific Council, Publishing House Council etc...
5. ARACIS member serving on external evaluation committees for universities/study programs:...
6. CNATDCU member serving on evaluation committees for habilitation, PhD, postdoctoral or full professor applications:...
7. Other aspects demonstrating national/international recognition:...

**IV. CONCLUSION ON ACHIEVEMENTS AND PERFORMANCE:**

**[UNSATISFACTORY/ SATISFACTORY / GOOD / VERY GOOD]**

SCIENTIFIC COORDINATOR  
Professor  
First Name LAST NAME]

**"MIHAI VITEAZUL"**  
**NATIONAL INTELLIGENCE ACADEMY**

Annex EVL04

INTELLIGENCE AND SECURITY  
DOCTORAL SCHOOL

No. \_\_\_\_\_ of

APPROVED

DIRECTOR OF DOCTORAL  
SCHOOL Professor

[Firs Name LAST NAME]

**EVALUATION FORM**  
**for teaching staff / scientific researchers within**  
**The Individual scientific research program**  
20xx-20xx Academic year

No.	Teaching staff / Scientific researcher		
	Academic title First name LAST NAME	Member of the advisory committee	Assessed

No.	INDICATOR	EVALUATION SCALE				
		1	2	3	4	5
1.	Level of engagement in guiding the postdoctoral researcher in the preparation of the individual advanced scientific research plan:					
2.	Level of involvement in scientific supervision:					
3.	Level of rigor in assessing the scientific papers presented:					
4.	Level of involvement in ensuring the necessary research conditions:					
5.	Effectiveness of the methods used to stimulate research progress:					
6.	Level of monitoring of the postdoctoral researcher's scientific and publication activity:					
7.	Level of objectivity in assessing the postdoctoral researcher's scientific and publication activity:					

8.	Level of concern for informing the postdoctoral researcher regarding compliance with the standards of good conduct in scientific research:					
9.	Level of strictness in monitoring the postdoctoral researcher's compliance with research integrity standards:					
10.	Level of ongoing engagement in monitoring the postdoctoral researcher's progress in scientific research:					
11.	Level of encouragement provided to the postdoctoral researcher to participate in scientific events/conferences:					
12.	Level of rigor in assessing scientific research reports:					
13.	Scientific quality of interventions, suggestions, recommendations and critiques made regarding the presented research outputs:					
14.	Level of rigor in assessing the doctoral scientific thesis:					

Please tick next to the name of the scientific coordinator and the assessed teaching staff/scientific researchers.

Please tick, on the evaluation scale, for each indicator, the level that you consider most appropriate, based on your own experience, not on assessments or comments- positive or negative- made by other persons. The meaning of the evaluation scale levels is as follows: 1 – UNSATISFACTORY; 2 – SATISFACTORY; 3- GOOD; 4- VERY GOOD; 5- EXCELLENT.

The assessment form is not to be signed.

**"MIHAI VITEAZUL"**  
**NATIONAL INTELLIGENCE ACADEMY**

Annex EVL05

INTELLIGENCE AND SECURITY

DOCTORAL SCHOOL

No. \_\_\_\_\_ of

**EVALUATION FORM**  
**of the scientific coordinator by the**  
**director of the Doctoral School**  
**20xx-20xx Academic year**

<b>No.</b>	<b>Scientific coordinator</b>	
Academic title	First name LAST NAME	Assessed

ASSESSMENT CRITERION	ASSESSMENT FACTORS	CONCLUSIONS OF THE ASSESSMENT FACTORS
RESEARCH ACTIVITY	The scientific coordinator through the self-assessment form	
	Postdoctoral researchers through the assessment form	
	The Director of the Doctoral School	
ADVISORY ACTIVITY	The scientific coordinator through the self-assessment form	
	Postdoctoral researchers through the assessment form	
	The Director of the Doctoral School	
FINAL CONCLUSION OF THE DIRECTOR OF THE DOCTORAL SCHOOL		

DIRECTOR OF  
DOCTORAL SCHOOL

Professor  
[First name LAST NAME]