



Institute of Cellular Biology and Pathology “Nicolae Simionescu”



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REGULATION

on the organization of the promotion exam for obtaining the professional degrees CSIII, CSII and CSI within the "Nicolae Simionescu" Institute of Cellular Biology and Pathology of the Romanian Academy

**Approved,
Section of Biological Sciences of the Romanian Academy**

Chapter I. General Provisions

Article 1.

The scientific career development of the research and development staff employed at the Institute of Cellular Biology and Pathology "Nicolae Simionescu" (ICBP-NS) of the Romanian Academy is ensured and carried out through promotion to the next higher professional grades.

Article 2.

Promotion is carried out through an examination organized in accordance with the provisions of Law 53/2003 on the Labor Code, Law 183/2024 on the Status of Research, Development and Innovation (RDI) personnel, Order of the Ministry of National Education and Scientific Research no. 6129/20.12.2016, the Methodological Norms on the organization of the promotion examination for obtaining higher professional research grades issued by the Romanian Academy on July 15th, 2025, and in accordance with this regulation.

Article 3.

This Regulation includes the methodology regarding the organization of the promotion examination for obtaining higher professional research grades: CSIII, CSII, and CSI at ICBP-NS.

Article 4.

Promotion to professional grades of already employed RDI personnel is carried out by transforming the occupied position into an immediately higher position, corresponding to the professional grade obtained through the examination.

Article 5.

Scientific researchers at ICBP-NS are differentiated by functions and professional research and development grades, maintaining equivalence with the professional grades provided in the European Charter for Researchers, as follows:

- (i) Scientific Researcher Grade I (CSI), equivalent to Principal Senior Researcher R4, holding a PhD;
- (ii) Scientific Researcher Grade II (CSII), equivalent to Established Senior Researcher R3, holding a PhD;
- (iii) Scientific Researcher Grade III (CSIII), equivalent to Recognized Researcher R2, holding a PhD;
- (iv) Scientific Researcher (CS), equivalent to Junior Researcher R1, holding a PhD or being a PhD student;
- (v) Assistant Scientific Researcher (ACS), equivalent to Assistant in Scientific Research, holding a Bachelor's degree.

Article 6.

The number of RDI positions financed by the annual State Budget Law is established annually by the Romanian Academy, which will allocate the budget line accordingly and with the approvals of the Ministry of Public Finance.

Article 7.

The promotion examination is organized at the decision of the ICBP-NS management, depending on available financial resources and human resources policy, within the approved budgets and in compliance with legal provisions.

Article 8.

Employment in RDI positions is carried out through competition/examination, which is organized based on the following principles:

- a. the principle of transparency, competence, gender equality, non-discrimination, and equal and fair access to filling vacant positions and promotion to a higher professional grade;
- b. the principle of ensuring the quality and professional training of research staff;
- c. correct and complete information regarding the organization and conduct of competitions/promotion examinations;
- d. transparency regarding administrative, financial, and evaluation information of research positions in accordance with current legislation.

Chapter II. Minimum Training Conditions

Article 9.

The promotion examination is organized at the decision of the ICBP-NS management, following the request of the person who meets the provisions of Law no. 183/2024 regarding the necessary

conditions for registration, paragraphs (10) and (11), and the minimum standards specific to each scientific field, paragraph (1); as well as the additional standards established within the Institute of Cellular Biology and Pathology "Nicolae Simionescu" of the Romanian Academy (Annex SC).

Article 10.

The criteria on which the minimum standards for occupying the functions and professional grades of the RDI staff from ICBP-NS are based are as follows:

- a. results of research and/or innovation activity;
- b. impact of research and/or innovation activity;
- c. ability to attract research funds or to collaborate with public and/or private research organizations;
- d. professional prestige;
- e. organizational capacity;
- f. capacity for international cooperation.

Article 11.

The minimum standards for the professional research-development grades established by the Romanian Academy are:

(1) For the professional grades CSII and CSI, the minimum standards are approved by order of the Minister of Education;

(2) For the professional grade CSIII, the minimum standards are:

- a. to hold a doctoral degree in the specialty or in related fields;
- b. at least five articles published in journals indexed in the Web of Science – Core Collection;
- c. at least one paper presented at an international conference.

Article 12.

The additional necessary and mandatory minimum standards established by ICBP-NS for the evaluation of candidates' professional activity are presented in Annex SC of the Procedure regarding the recruitment, selection, and promotion of RDI staff. These are established and approved by the Scientific Council of ICBP-NS and do not derogate from the minimum standards provided by law.

Article 13.

Scientific researchers CS, CSIII, and CSII, who exceed by at least 50% at least two-thirds of the institute's own minimum standards, provided in Article 12, may take the examination for promotion to the next professional grade within ICBP-NS of the Romanian Academy, with which they have an indefinite-term individual employment contract, and may be promoted by signing an additional act to the existing individual employment contract. All the minimum standards included in the annex provided for in Article 12 must be met, and two-thirds of the institute's own minimum standards, whichever they may be, must be exceeded by at least 50%.

Chapter III. Conduct of the Examination

Article 14.

The calendar for conducting examinations at ICBP-NS, for filling vacant positions, is as follows:

- a. the application for registration to the examination is drawn up and submitted for approval to the Scientific Council of ICBP-NS (Annex 1P);
- b. registration for the examination and submission of the examination file is carried out within a

maximum of 30 calendar days, according to the schedule in the announcement for the promotion examination, published on the institute's website;

- c.** decisions are drawn up with the composition of the examination/appeals commissions and the designation of the commission president;
- d.** the examination files are submitted to the president of the examination commission, after being previously registered and verified by the secretary of the examination commission, for analysis;
- e.** the entire examination procedure must be completed within 15 days from the closing date of registration, at the level of the examination commission, and within 45 days from the submission of the commission's report and file to the Presidium of the Romanian Academy;
- f.** within a maximum of 2 days from the communication of the result, candidates have the right to file an appeal;
- g.** within a maximum of 2 working days from the completion of the examination, the final result of the examination is communicated.

Article 15.

Members of the examination commission are scientific researchers or university teaching staff with a professional grade or university teaching title at least equal to the professional grade for which the examination is organized. The work of the examination commission is led by one of its members, as president, appointed by decision of the Director of ICBP-NS. The composition of the commission is:

- a.** 3 members, in the case of the examination for CS and CSIII;
- b.** 5 members, of which at least 3 are from outside ICBP-NS, for CSII and CSI.

Article 16.

The promotion examination for obtaining the professional grades of CSIII, CSII, and CSI consists of:

- c.** analysis of the application file for the examination, which must contain the documents provided in Annex DP (only the standard forms approved by ICBP-NS according to this Regulation will be used: Annexes 1P–5P, drawn up according to the models proposed in the Methodological Norms on organizing the promotion examination for obtaining professional grades of RDI staff in institutes of the Romanian Academy / July 15, 2025);
- d.** verification of compliance with the conditions provided in Articles 11 and 12;
- e.** awarding of scores based on evaluation according to the annex provided in Article 12.

Article 17.

The results of the evaluation process are recorded by each member of the examination commission in an assessment report (Annex 2E), on the basis of which the president of the examination commission prepares a report on the examination, signed by each member, and proposes the granting of the professional research-development grade to the respective candidate.

Article 18.

The Scientific Council analyzes compliance with the procedures established by the regulation and approves or rejects the examination report, by open nominal vote.

Article 19.

Candidates dissatisfied with the examination result may submit appeals, which will be resolved within 2 working days from their registration, by the appeals resolution commission, composed of:

- a.** president and 2 members, scientific researchers or university teaching staff, in the case of

commissions for resolving appeals submitted following examinations for filling research execution positions;

b. 3 members, namely one member from the specialized section of the Romanian Academy, Section of Biological Sciences, who is also the President of the commission, and 2 members from ICBP-NS holding CSI grade, in the case of commissions for resolving appeals submitted following examinations for filling research management positions.

c. the secretary of the appeals resolution commission will be appointed from within ICBP-NS by decision of the Director of ICBP-NS.

Article 20.

The examination commission and the appeals resolution commission benefit from administrative support from the research organization, provided by a secretary appointed by administrative act of the head of the research organization, who is not a member of the commission and does not take part in the commission's decisions. The standard forms used by the members of the commissions will be those proposed and approved in accordance with this Regulation (Annexes 1E and 2E, drawn up according to the models proposed in the Methodological Norms on organizing the promotion examination for obtaining professional grades of RDI staff in institutes of the Romanian Academy / July 15, 2025).

Article 21.

The promotion examination files for obtaining the professional grades of CSIII, CSII, and CSI are submitted by ICBP-NS within 10 calendar days from the completion of the examination to the Section of Biological Sciences of the Romanian Academy.

Chapter IV. Results of the Examination and Appointment to the position

Article 22.

Following the approval of the favorable examination result conducted at ICBP-NS by the Presidium of the Romanian Academy, the President of the Romanian Academy issues the decision for employment and granting of the professional research-development grade of CSIII, CSII, or CSI to the promoted candidate, in accordance with the provisions of Article 10 of Law no. 183/2024.

Article 23.

After the approval of the results of the promotion examination by the Presidium of the Romanian Academy, the file is returned to ICBP-NS.

Article 24.

Under the conditions of Article 4, if the researcher passes the examination, they will be employed in the position corresponding to the professional grade obtained through the examination, by signing an additional act to the existing individual employment contract. The position corresponding to the higher research grade resulting from the transformation of the position previously held by the person before promotion will be budgeted no later than the year following the one in which the promotion took place, and the additional act to the individual employment contract will be concluded starting no later than January 1 of the year following the one in which the promotion examination was passed, based on the decision issued by the Romanian Academy.

Article 25.

Employment in positions corresponding to the functions and professional grades of RDI staff is carried out according to the principle of professional merit, based on transparent and fair procedures that respect the general principles and conditions provided by the European Charter for Researchers.

Article 26.

The equivalence of university teaching functions with the functions and professional RDI grades within ICBP-NS applies only with the approval of the Scientific Council, after the evaluation of the additional standards adopted at ICBP-NS.

Article 27.

The personal data of individuals involved in the examination process are processed within the information platform, in compliance with the provisions of Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

Article 28.

A summary report on the organization and conduct of the promotion examination is prepared at the level of ICBP-NS by the human resources officer and submitted annually, within 15 calendar days from the end of the calendar year for which the reporting is made, both in physical format with a forwarding address, to the Research and Doctoral Programs Service, and in electronic format to the email address bpg@acad.ro.

Article 29.

Annexes DP, L, 1P–5P, 1E, and 2E form part of this Regulation and, together with it, were established and drawn up by ICBP-NS in accordance with the regulations and models proposed by the Romanian Academy in the Methodological Norms on organizing the promotion examination for obtaining professional grades of RDI staff in institutes of the Romanian Academy / July 15, 2025.

The present Regulation was approved in the meeting of the Scientific Council of ICBP-NS on August 7, 2025. It may be adjusted based on the calibration provided by the examinations for each category (scientific degree) that will take place subsequently.

Director,

Acad. Maya Simionescu

Minimum Standards of the “Nicolae Simionescu” Institute of Cellular Biology and Pathology for the Award of Professional Grades

The filling of research, development, and innovation (RDI) positions within the “Nicolae Simionescu” Institute of Cellular Biology and Pathology (ICBP-NS) is carried out either through a competition organized for a vacant position, or through an examination for promotion to a higher professional grade than the one currently held.

In order to participate in the competitions organized by ICBP-NS for filling vacant RDI positions, candidates must mandatorily meet the legal minimum standards (according to Law 183/2024 and the Minister’s Order no. 6129/2016 on the status of RDI personnel), as well as the additional internal standards established and approved by the Scientific Council of ICBP-NS.

For promotion, only scientific researchers (CS, CSIII, and CSII) with permanent employment contracts who exceed by at least 50% at least two-thirds of ICBP-NS’s own minimum standards may take the examination for promotion to a higher professional grade within ICBP-NS. Promotion is carried out through the conclusion of an addendum to the existing employment contract.

1. Minimum ICBP-NS Standards for Awarding the Professional Grade of CSI

Scientific Researchers **CSII**, who have permanent employment contracts, may take the exam for promotion to a higher professional grade within ICBP-NS, provided that they meet the following criteria:

- fulfill all 4 minimum standards under Criteria 1–4;
- exceed by at least 50% at least three of these four minimum standards.

Promotion is carried out through an addendum to the existing employment contract.

Criterion 1. Scientific articles published after the PhD, as main author

Minimum standard: The candidate must have published, after obtaining the PhD title, at least **4 articles** in ISI-indexed journals, with a cumulative AIS* of at least 4, where the candidate appears as main author (first author, corresponding author, or last author, as applicable).

For promotion (≥50% above standard): At least 6 ISI-indexed articles, with a cumulative AIS* ≥ 6, where the candidate is main author.

Criterion 2. Scientific articles published in the last 5 years, as main author

Minimum standard: The candidate must have published, in the last 5 years, at least 2 articles in ISI-indexed journals – each article with an AIS* of at least 0.5 – in which the candidate appears as main author (first author, corresponding author, or last author, as applicable).

For promotion (exceeding the standard by at least 50%): The candidate must have published, in the last 5 years, at least 3 articles in ISI-indexed journals – each article with an AIS* of at least

0.5 – in which the candidate appears as main author (first author, corresponding author, or last author, as applicable).

**Note:*

-AIS (Article Influence Score), according to <https://jcr.clarivate.com/> for the year of publication; for articles published before 2007, the AIS value from 2007 will be used. If the classification for the year of publication is not available, the most recent available classification will be considered.

-The AIS value for mandatory preliminary conditions is divided according to the formula: AIS/π , where $\pi = 1$ when the article has 1, 2, or 3 main authors (defined as first, last, and corresponding), or equals the number of main authors when there are more than 3.

-At least 50% of published scientific articles must be listed in Web of Science under the category “document type: article”. This percentage does not include works classified as “review” or multiple combinations such as “Article; Proceedings Paper”, “Article; Book Chapter”, etc

Criterion 3. Coordination of research projects/grants obtained after the PhD

Minimum standard: The candidate must have coordinated, after obtaining the PhD degree, at least two research projects/grants, national or international, in one of the following variants:

- two projects (national or international), as Project Director or Partner Coordinator, or
- one national project and one international project (as Director or National Coordinator).

Note: For at least one of these projects, the coordinated research team must include a minimum of 3 members.

For promotion (exceeding the standard by at least 50%): The candidate must have coordinated, after obtaining the PhD degree, at least three research** projects/grants, national or international, in one of the following variants:

- 3 research projects/grants (national or international), as Project Director or Partner Coordinator, or
- 2 national projects and 1 international project (as Director or National Coordinator), or
- 1 national project and 2 international projects (as Director or National Coordinator).

Note: For at least one of these projects, the coordinated research team must include a minimum of 3 members.

****Note:**

-Projects must be obtained either: (1) through national or international competition (in which case a link to the competition page or other documents proving the competition must be provided), or through non-competitive allocation, provided the project budget is at least **€50,000**.

-Projects that do not include logistics expenses, grants funded by the candidate’s own institution, or grants for congress participation will not be considered.

-Projects must be carried out in an institution with research and development activities.

Criterion 4. Quantification of Scientific Activity

Minimum standard: Total score obtained based on the calculation of indicators from Table 1: **500 points $\Sigma 1-2$ and 600 points $\Sigma 1-18$.**

For promotion (exceeding the standard by at least 50%): Total score obtained based on the calculation of indicators from Table 1: **750 points $\Sigma 1-2$ and 900 points $\Sigma 1-18$.**

Table 1 – Parameters Considered and their Quantification

No.	Parameter	Calculation Method	Score
1.	Articles in WoS-indexed journals, as main author	according to the formula (1)	
2.	Articles in WoS-indexed journals, as co-author	according to the formula (2)	
3.	Articles in BDI-indexed journals, as main author	$(1+C_1)+(1+C_2)+\dots (1+C_n)$	
4.	Articles in BDI-indexed journals, as co-author	$0.7 \times [(1+C_1)+(1+C_2)+\dots (1+c_n)]$	
5.	Books with prestigious international publishers	$(100+c):n$	
6.	Books with other international publishers	$(40+c):n$	
7.	Books with the Romanian Academy or University presses	$(20+c):n$	
8.	Books with other national publishers	$(10+c): n$	
9.	Chapters in prestigious international publishers	$(50+c):n$	
10.	Chapters in volumes with other international publishers	$(20+c): n$	
11.	Chapters in volumes published by the Academy Publishing House or University presses	$(10+c): n$	
12.	Chapters in books/volumes with national publishers	$(5+c):n$	
13.	Editor/Redactor/Coordinator of books with prestigious international publishers	$(50+c):n$	
14.	Editor/Redactor/Coordinator of books with other international publishers	$(30+c):n$	
15.	Editor/Redactor/Coordinator of books with national publishers	$(20+c): n$	
16.	Editor (including guest editor) of WoS-indexed journals	$5 \times (AIS_1+AIS_2+ \dots AIS_n)$	
17.	Research projects/grants won through competition	1 point for every 10,000 euros obtained as project director or partner coordinator	
18.	Constant and sustained involvement in	2 points per event	

	scientific activities organized within the institute, including active participation in seminars, workshops, and other internal scientific events (discussions, questions, or feedback provided to colleagues during these events)		
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Formula (1): $1 \times [4+(7 \times \text{AIS}_1)+c_1] + 1 \times [4+(7 \times \text{AIS}_2)+c_2] + \dots + 1 \times [4+(7 \times \text{AIS}_N)+C_N]$

Formula (2): $0.7 \times [4+(7 \times \text{AIS}_1)+c_1] + 0.7 \times [4+(7 \times \text{AIS}_2)+c_2] + \dots + 0.7 \times [4+(7 \times \text{AIS}_N)+C_N]$ AIS₁, AIS₂ ..., AIS_N is the factor AIS (*Article Influence Score*), according to *Journal Citation Reports* (published by Clarivate) for the year of publication. For articles published before 2007, the AIS value from 2007 will be used. If the classification for the publication year is not available, the most recent available classification will be considered.

c₁, c₂ ... c_n number of citations (excluding self-citations) for article 1, 2 ... N, taken from Web of Science or Scopus at the time of preparing the application file, with the source specified.

c - citations (excluding self-citations) taken from Web of Science or Scopus at the time of submitting the file, with the source specified. A self-citation is considered when the evaluated author cites a previous work in which they were an author.

N - total number of articles in the respective category (excluding abstracts, reviews, obituaries, notes, editorials, corrections, errata).

n - number of authors (editors, redactors, coordinators for the books/chapters edited/prepared).

Parameter	Total score resulting from the calculation of the indicators in Table 1/promotion
Σ 1-2 (international recognition)	Minimum standard: 500 points . For promotion: 750 points .
Σ 1-18 (total performance)	Minimum standard: 600 points . For promotion: 900 points .

2. ICBP-NS Minimum Standards for the Award of the Professional Grade of CSII

Researchers holding the title of Scientific Researcher III (CS III), with an individual employment contract of indefinite duration, may apply for promotion to a higher professional grade within ICBP-NS, provided that they meet the following criteria:

- they meet all three minimum standards set out in Criteria 1–3;
- they exceed by at least 50% at least two of the three minimum standards.

Promotion is carried out by signing an addendum to the existing individual employment contract.

Criterion 1. Scientific Articles Published after PhD, as Main Author

Minimum standard: The candidate must have published, after obtaining the PhD degree, at least 2 scientific articles in ISI-indexed journals, as main author, which must meet the following conditions:

- The cumulative AIS* of the two articles must be at least 2.
- At least one article must have been published in the last 5 years, with an AIS of at least 0.4*.

For promotion (exceeding the minimum standard by at least 50%): The candidate must have published, after obtaining the PhD degree, as main author:

- At least 3 articles in ISI-indexed journals, with a *cumulative AIS* of at least 3**;
- At least 2 articles must have been published in the last 5 years, each with an AIS* of at least 0.4*.

*Note:

-The AIS (Article Influence Score), according to <https://jcr.clarivate.com/> from the year of publication; for articles published before 2007, the AIS value from 2007 will be used. If the classification from the year of publication is not available, the most recent available classification will be considered.

-The AIS value for the mandatory preliminary conditions is divided according to the formula: AIS/pi, where pi = 1 when the article has 1, 2, or 3 main authors (first, corresponding, and last author), or equals the number of main authors if there are more than 3.

-At least 50% of the published scientific articles must be indexed in Web of Science with the classification “document type: article.” This percentage does not include works classified as “document type: review” or multiple combinations such as: “Article; Proceedings Paper,” “Article; Book Chapter,” etc.

Criterion 2. Coordination of Research Projects/Grants Obtained after PhD**

Minimum standard: After obtaining the PhD degree, the candidate must have coordinated at least one research project or grant (national or international) as project director or partner responsible.

For promotion (exceeding the minimum standard by at least 50%): The candidate must have coordinated at least two research projects or grants (national or international as project director or partner responsible).

Note: For at least one of the coordinated projects, the research team must include a minimum of 3 members.

**Note:

-Projects must be obtained: (1)through national or international competition, the link to the competition webpage or other documents proving the competition must be provided, (2)through direct award, non-competitive, in which case the project budget must be equivalent to at least €50,000.

-Projects without logistical expenses, grants financed by the candidate's own institution, or grants for congress participation will not be considered.

-Projects must be carried out within an institution conducting research and development activities.

Criterion 3. Quantification of Scientific Activity

Minimum standard: Total score obtained based on the calculation of the indicators in Table 1:**300 points $\Sigma 1-2$ and 450 points $\Sigma 1-18$**

For promotion (exceeding the minimum standard by at least 50%): Total score obtained based on the calculation of the indicators in Table 1: **450 points $\Sigma 1-2$ and 675 points $\Sigma 1-18$**

1. Parameters Taken into Account and their Quantification Method

No.	Parameter	Calculation Method	Score
1.	Articles in WoS-indexed journals, as main author	according to the formula (1)	
2.	Articles in WoS-indexed journals, as co-author	according to the formula (2)	
3.	Articles in BDI-indexed journals, as main author	$(1+C_1)+(1+C_2)+\dots (1+C_n)$	
4.	Articles in BDI-indexed journals, as co-author	$0.7 \times [(1+C_1)+(1+C_2)+\dots (1+c_n)]$	
5.	Books at prestigious international publishers	$(100+c):n$	
6.	Books at other international publishers	$(40+c):n$	
7.	Books at the Romanian Academy Publishing House or university presses	$(20+c):n$	
8.	Books at other national publishers	$(10+c): n$	
9.	Book chapters at prestigious international publishers	$(50+c):n$	
10.	Book chapters at other international publishers	$(20+c): n$	
11.	Book chapters at the Romanian Academy Publishing House or university presses	$(10+c): n$	
12.	Book chapters in volumes at national publishers	$(5+c):n$	
13.	Editor/redactor/coordinator of books at prestigious international publishers	$(50+c):n$	

14.	Editor/redactor/coordinator of books at other international publishers	(30+c):n	
15.	Editor/redactor/coordinator of books at national publishers	(20+c): n	
16.	Editor (including guest editor) of WoS-indexed journals	5 X (AIS_1+AIS_2+ ... AIS_n)	
17.	Research projects/grants won through competition	1 point for every €10,000 attracted as project director or partner coordinator	
18.	Constant and sustained involvement in scientific activities organized within the institute, including active participation in seminars, workshops, and other internal scientific events (discussions, questions, or feedback offered to colleagues during these events).	2 points per event	

Formula (1): $1 \times [4+(7 \times \text{AIS}_1)+c_1] + 1 \times [4+(7 \times \text{AIS}_2)+c_2] + \dots + 1 \times [4+(7 \times \text{AIS}_N)+C_N]$

Formula (2): $0.7 \times [4+(7 \times \text{AIS}_1)+c_1] + 0.7 \times [4+(7 \times \text{AIS}_2)+c_2] + \dots + 0.7 \times [4+(7 \times \text{AIS}_N)+C_N]$
AIS is the Article Influence Score, according to the *Journal Citation Reports* (published by Clarivate) from the year of publication. For articles published before 2007, the AIS value from 2007 shall be used. If the classification from the year of publication is not available, the most recent available classification shall be considered.

c₁, c₂ ... c_n – the number of citations without self-citations for article 1, 2 ..., N, retrieved from Web of Science or Scopus at the time of preparing the file, with specification of the source used.

c – citations without self-citations retrieved from Web of Science or Scopus at the time of submission of the file, with specification of the source used. Self-citation is considered to be the situation in which the evaluated author cites a previous work in which he/she was an author.

N – the total number of articles in the respective category (excluding abstracts, reviews, commemorations, notes, editorials, corrections, errata).

n – the number of authors (editors, reviewers, coordinators for the books/chapters edited or prepared).

Parameter	Total score resulting from the calculation of the indicators in Table 1/promotion
Σ 1-2 (international recognition)	Minimum standard: 300 points . For promotion: 450 points .
Σ 1-18 (total performance)	Minimum standard: 450 points . For promotion: 675 points .

3. ICBP-NS Minimum Standards for Awarding the Professional Title of CSIII

Scientific Researchers (CS) with an indefinite-term individual employment contract may take the examination for promotion to a higher professional grade within ICBP-NS, provided they meet the following criteria:

- they must fulfill all three minimum standards specified under Criteria 1–3;
- they must exceed by at least 50% at least two of the three minimum standards.

Criterion 1. Scientific articles published

Minimum standard: The candidate must have published at least 5 scientific articles in ISI-indexed journals, either as principal author or co-author.

For promotion (by exceeding the minimum standard by at least 50%): At least 8 ISI-indexed articles must be published, as principal author or co-author.

Criterion 2. Scientific articles published with a cumulative AIS of at least 2

Minimum standard: The candidate must have published **at least 2 articles** in ISI-indexed journals, with a cumulative AIS* of at least 2.

For promotion (by exceeding the minimum standard by at least 50%): The candidate must have published at least 3 articles in ISI-indexed journals, with a cumulative AIS* of at least 3.

**Note:*

-The AIS (Article Influence Score) factor is taken from <https://jcr.clarivate.com/> for the year of publication. For articles published prior to 2007, the 2007 AIS value shall be used. If the classification for the publication year is not available, the most recent available classification will be taken into consideration.

-The AIS value for mandatory preliminary conditions is fractionalized according to the formula: AIS/pi, where pi = 1 if the article has 1, 2, or 3 principal authors (namely the first author, the last author, and the corresponding author), or equals the number of principal authors if there are more than 3.

-At least 50% of the scientific articles published must be listed in Web of Science under the "document type": "article". This percentage does not include works categorized as "document type": "review" or multiple combinations such as "Article; Proceedings Paper", "Article; Book Chapter", etc.

Criterion 3. Quantification of scientific performance

Minimum standard: Total score resulting from the calculation of the indicators in Table 1: **100** points Σ_{1-2} and **150** points Σ_{1-17} .

For promotion (by exceeding the minimum standard by at least 50%): Total score resulting from the calculation of the indicators in Table 1: **150** points Σ_{1-2} and **225** points Σ_{1-17} .

Table 1. Parameters taken into account and their method of quantification

No.	Parameter	Calculation Method	Score
1.	Articles in WoS-indexed journals, as main author	according to the formula (1)	
2.	Articles in WoS-indexed journals, as co-author	according to the formula (2)	
3.	Articles in BDI-indexed journals, as main author	$(1+C_1)+(1+C_2)+\dots+(1+C_n)$	
4.	Articles in BDI-indexed journals, as co-author	$0.7 \times [(1+C_1)+(1+C_2)+\dots+(1+c_n)]$	
5.	Books published by prestigious international publishers	$(100+c):n$	
6.	Books published by other international publishers	$(40+c):n$	
7.	Books published by the Romanian Academy Publishing House or by University presses	$(20+c):n$	
8.	Books published by other national publishers	$(10+c): n$	
9.	Chapters in volumes published by prestigious international publishers	$(50+c):n$	
10.	Chapters in volumes published by other international publishers	$(20+c): n$	
11.	Chapters in volumes published by the Romanian Academy Publishing House or University presses	$(10+c): n$	
12.	Chapters in books/volumes published by national publishers	$(5+c):n$	
13.	Editor/redactor/coordinator of books published by prestigious international publishers	$(50+c):n$	
14.	Editor/redactor/coordinator of books published by other international publishers	$(30+c):n$	
15.	Editor/redactor/coordinator of books published by national publishers	$(20+c): n$	
16.	Editor (including guest editor) of WoS-indexed journals	$5 \times (AIS_1+AIS_2+ \dots AIS_n)$	
17.	Consistent and sustained involvement in scientific activities organized within the institute, including active participation in seminars, workshops, and other internal scientific events (discussions, questions, or feedback offered to colleagues during these events).	2 points per event	

Formula (1): $1 \times [4+(7 \times \text{AIS}_1)+c_1] + 1 \times [4+(7 \times \text{AIS}_2)+c_2] + \dots + 1 \times [4+(7 \times \text{AIS}_N)+C_N]$

Formula (2): $0.7 \times [4+(7 \times \text{AIS}_1)+c_1] + 0.7 \times [4+(7 \times \text{AIS}_2)+c_2] + \dots + 0.7 \times [4+(7 \times \text{AIS}_N)+C_N]$
AIS is the *Article Influence Score*, according to the Journal Citation Reports (published by Clarivate) for the year of publication. For articles published before 2007, the 2007 AIS value shall be used. If the classification for the year of publication is unavailable, the most recent available classification shall be considered.

$c_1, c_2 \dots c_n$ — the number of citations excluding self-citations for article 1, 2 ..., N, retrieved from Web of Science or Scopus at the time of preparing the file, with the source specified.

c — citations excluding self-citations, retrieved from Web of Science or Scopus at the time of submitting the file, with the source specified. A self-citation is considered to be the situation in which the evaluated author cites a previous work in which they were an author.

N — the total number of articles in the respective category (excluding abstracts, reviews, commemorations, notes, editorials, corrections, errata).

n — the number of authors (editors, redactors, coordinators for the books/chapters edited or prepared).

Parameter	Total score resulting from the calculation of the indicators in Table 1/promotion
Σ_{1-2} (international recognition)	Minimum standard: 100 points . For promotion: 150 points .
Σ_{1-17} (total performance)	Minimum standard: 150 points . For promotion: 225 points .

4. Minimum Standards for Awarding the Professional Grade of CS

Minimum criteria for participation in the CS competition:

1. **Graduate with a bachelor's or diploma degree** from long-term higher education studies, or holder of a master's degree in the specialty or related fields (competition requirement only);
2. **Status of PhD candidate or PhD holder** in the specialty of the position's discipline or in a related field (competition requirement only);
3. At least two **letters of recommendation** from supervisors and/or course professors (competition requirement only);
4. **One scientific article published** in an ISI-indexed journal as co-author in position 2 or 3, or in a BDI-indexed journal as first author (competition requirement only).

5. Minimum Standards for Awarding the Professional Grades of ACS

Minimum criteria for participation in the ACS competition:

1. Graduate with a **bachelor's or diploma degree** from long-term higher education studies, or holder of a master's degree in the specialty or related fields (competition requirement only);

2. At least two **letters of recommendation** from supervisors and/or course professors (competition requirement only).

Approved at the meeting of the Scientific Council of ICBP-NS on 07.08.2025

Director ICBP N. Simionescu

26.06.2025

Acad. Maya Simionescu

Documents Used for Drafting and Developing this Regulation:

Ministerial Orders no. 6129/2016 and 3019/2025 regarding the approval of minimum standards (for awarding the professional grades of Scientific Researcher II and Scientific Researcher I); Government Decisions no. 1568/2024 and 1569/2024; Methodological Norms approved by the Bureau of the Presidium of the Romanian Academy, regarding the organization of the promotion examination for obtaining a professional grade by CDI personnel / July 2025; Methodology for verification and evaluation of the files containing the documents related to the competition, respectively the examination, for awarding the professional grades of CSII and CSI; Law no. 183/2024 on the status of CDI personnel.

Annexes useful for preparing the application file for registration in the promotion exam (candidate):

Annex DP: Documents required for registration (application file) for the promotion exam and the List of documents included in the exam file for obtaining the professional grades of CSII and CSI (according to **ANNEX 1 to the Methodology**, Methodological Norms on organizing the promotion exam for obtaining professional CDI grades in AR institutes);

Annex L: Procedural steps for creating links to the supporting/justifying documents from the index (according to **ANNEX 3 to the Methodology**, Methodological Norms on organizing the promotion exam for obtaining professional CDI grades in AR institutes);

Annex 1P: Application form for registration to the exam – model (according to **ANNEX 5 to the List**, Methodological Norms on organizing the promotion exam for obtaining professional CDI grades in AR institutes);

Annex 2P: Exam file cover – model (according to **ANNEX 1 to the List**, Methodological Norms on organizing the promotion exam for obtaining professional CDI grades in AR institutes);

Annex 3P: Candidate's statement on own responsibility – model (according to **ANNEX 3 to the List**, Methodological Norms on organizing the promotion exam for obtaining professional CDI grades in AR institutes);

Annex 4P: Consent statement regarding the processing of personal data, in accordance with Regulation (EU) 2016/679 – model (according to **ANNEX 4 to the List**, Methodological Norms on organizing the promotion exam for obtaining professional CDI grades in AR institutes);

Annex 5P: Verification sheet for meeting the specific standards of the position/professional grade.

Annexes useful for the evaluation process of the files (committees, ICBP-NS):

Annex 1E: Evaluator's declaration – model (according to **ANNEX 2 to the Methodology**, Methodological Norms on organizing the promotion exam for obtaining professional CDI grades in AR institutes);

Annex 2E: Evaluation report (committee member) – model (according to **ANNEX 3 to the List**, Methodological Norms on organizing the promotion exam for obtaining professional CDI grades in AR institutes).

Documents required for registration in the promotion exam

- a. application form for registration in the exam, to which is attached a sworn statement regarding the accuracy of the information presented in the file, completed and signed in original by the candidate (Annex 1P and Annex 3P);
- a. curriculum Vitae in EUROPASS format signed by the candidate (Annex 3), which must mandatorily include:
 - i. completed studies and diplomas obtained;
 - ii. professional experience and relevant previous positions held;
 - iii. research, development, and innovation projects led as project director and the grants obtained, if applicable, specifying for each the source of funding, the funding volume, and the main resulting publications or invention patents;
 - iv. awards or other elements of recognition of scientific contributions;
 - v. a narrative description of the 3 most important achievements since the last promotion – maximum 3 pages;
- b. list of publications, works, articles/studies, patents of invention selected by the candidate according to their relevance to the candidate's scientific research activities, signed in original by the candidate (Annex 4). The list must mandatorily include:
 - i. a list of up to 10 most relevant scientific publications, such as authored books, articles/studies/chapters, edited volumes, works;
 - ii. the list of invention patents and other industrial property titles;
 - iii. the list of authored books and edited/published volumes;
 - iv. the list of full-text articles/studies published in journals from the main international scientific stream;
 - v. the list of other scientific works and contributions;
- c. verification sheet of compliance with the organization's own standards, completed and signed by the candidate (Annex 5P);
- d. copy of the identity document or any other document that certifies identity, as provided by law, certified by the candidate as conforming to the original, with full name and signature;
- e. copy of the marriage certificate or proof of name change, if applicable, certified by the candidate as conforming to the original, with full name and signature;
- f. Medical certificate attesting appropriate health status, issued by the candidate's family physician or by authorized medical institutions no more than 3 months prior to the exam;
- g. Signed consent statement for the processing of personal data (Annex 4P);
- h. Criminal record certificate;
- i. Copy of the PhD diploma; if the diploma was not issued by a higher education institution in Romania, a copy of the recognition or equivalence certificate must be submitted, certified by the candidate as conforming to the original, with full name and signature;
- j. Sworn statement declaring that, in the last 3 years prior to registering for the promotion exam, the candidate has not been sanctioned for committing a serious breach of good conduct in CDI activity as provided by art. 52 para. (8) of Law no. 183/2024, completed and signed by the candidate (Annex 3P).

The documents must be submitted both in physical format and in electronic format (each document from the physical file will be scanned according to the index and saved on a memory stick) at the ICBP-NS headquarters, as well as sent to the e-mail address indicated in the announcement.

The exam file for the position of CSII or CSI consists of two parts:

- a) administrative file – includes the documents listed under points a–j and the documents issued during the course of the exam. All documents are registered, each document is assigned a link (according to the procedural steps set out in Annex L), indexed and numbered, then scanned in the order listed in the “*List of documents included in the competition/exam file*” provided in Annex DP;
- b) scientific works portfolio – the works are scanned in PDF format, each document is assigned a link, then numbered and indexed.

LIST of the documents included in the exam file for obtaining the professional research- development grades of CSII and CSI

The documents listed below must be filed in electronic format (PDF), as separate files, attached in the order indicated in the index. Documents must be numbered according to the index.

The exam file is submitted only in complete form, containing all documents required for the position the candidate applies for, in the order indicated below. The introduction of false information or non-compliant documents in the exam file is sanctioned under legal provisions.

The standard cover form must be completed by the candidate, according to Annex 2P.

Each exam file for the awarding of the professional grades CSII and CSI will include the following documents:

A. Administrative File

1. Cover letter for each file from the management of the research institutes/research centers/branches of the Romanian Academy to the Romanian Academy, containing: candidate's full name, current scientific grade, the organization to which the candidate belongs or which organizes the exam, the scientific grade applied for, the targeted field of the position – specialty commission – fundamental and associated field, number of file pages, registration number, and contact details of the issuing person/institution for details/information and for transmission of evaluation results.
2. Index of the documents in the file, indicating the page where each document is found, with links attached, according to Annex L.
3. Report presenting the exam, approved by the management of the organizing institution, including:

-the stages of the exam shall be presented – from the publication of the exam announcement (date of announcement, where it was published), the decision appointing the exam commission and the appeals commission, the evaluation results, up to the validation of the results in the scientific council.

-the field and the Scientific Section of the Romanian Academy responsible for evaluating the candidate's file shall be indicated.

-reference shall be made to the institution's website containing the exam regulations for CSI and CSII positions/grades, as approved by the management of the organizing institution.

4. Extract from the minutes of the scientific council meeting – date, members present, approval of exam results.
5. Extract from the scientific council meeting regarding approval of organizing the promotion exam for institutes/research centers of the Romanian Academy. For Academy Branches: approval of the Branch President/Branch Executive Board, following the scientific council's endorsement of proposals from subordinate institutes.
6. Report of the exam commission, drafted in compliance with legal provisions, including all stages of the promotion exam.
7. Assessment reports of the members of the promotion exam commission for obtaining the CSII or CSI grade (Annex 2E) and sworn statement (Annex 1E). Both documents must be signed, dated, and registered at the ICBP-NS secretariat.
8. Decision appointing the exam and appeals commissions, indicating function, university or research grade, full name, and workplace of each member.
9. Application for registration in the exam, registered, signed, and dated by the candidate, approved by the head of the research and innovation organization, and endorsed by its legal department (Annex 1P).
10. Verification sheet of compliance with the standards specific to the position/grade applied for, completed and signed by the candidate and endorsed by the research organization, in line with legal provisions. Only published works (with volume, number, pages, and/or DOI) are considered. The sheet must be structured to allow verification, with parallel columns showing the minimal standards required and the candidate's results (Annex 5P).
11. Career development proposal regarding scientific research activities, maximum 5 pages.
12. Statement of responsibility, handwritten and signed by the candidate, including identification data, declaring that the data in the file refer to their own activities and results. The candidate accepts responsibility for any false statements, and for ensuring the originality of the scientific portfolio and compliance with quality and professional ethics standards (Annex 3P).
13. Consent form for the processing of personal data, according to Regulation (EU) 2016/679 (Annex 4P).
14. Curriculum Vitae in EUROPASS format (PDF), dated and signed by the candidate.
15. Information on awards or other forms of recognition of the candidate's scientific contributions.
16. Proof of studies – copies of degree diplomas (Bachelor's, Master's, PhD, as applicable), certified "true to the original." If the candidate does not hold a diploma issued by a Romanian higher education institution, they must submit a certified copy of the recognition/equivalence certificate before employment and contract signing, otherwise the appointment act will not be issued.
17. Proof of identity:
 - a) copy of birth certificate;
 - b) if applicable, copy of the document certifying name change (marriage certificate or proof of change);
 - c) copy of ID card or another legal identity document.
18. Criminal record certificate.
19. Medical certificate issued by the candidate's family doctor.
20. Copy of the promotion exam announcement, posted at the institution's headquarters and on the organizing institution's website.

B. Portfolio of Scientific Works

The list of scientific publications (grouped by category), works, articles/studies, patents considered relevant by the candidate for the applied position, for their own research activities, and for research projects (contract/grant-based), including citations.

The list is structured as follows:

- a) doctoral thesis (or theses);
- b) list of the 10 most relevant scientific publications (books, articles/studies/chapters, edited volumes);
- c) list of invention patents and other industrial property titles;
- d) list of authored books and edited/published volumes;
- e) list of full-length articles/studies published in mainstream international scientific journals;
- f) list of other scientific works and contributions (or, where applicable, in the field of artistic creation or national defense);
- g) research-development-innovation projects (contract/grant-based);
- h) other works.

NOTE:

All documents in the file must be registered at the secretariat of the organizing unit. For all copies, the phrase “certified true to the original” must be written, signed, and dated.

Procedural steps for creating hyperlinks to the supporting/justifying documents listed in the index (opis):

A. Initial copying of the index (opis) and documents onto a USB drive

B. To assign a hyperlink to each document listed in the index, proceed as follows:

1. Select the text to which you wish to add the hyperlink.
2. In the *Insert* menu → click the *Link* icon [or press the keys Ctrl + K simultaneously].
3. In the *Insert Hyperlink* window, select (by clicking) the document to which you want to create the link.
4. Click *OK*.
5. After inserting the hyperlink, check the connection by pressing Ctrl and simultaneously clicking (Ctrl+Click).

After saving the document as a PDF, the hyperlinks should be functional.
Once all hyperlinks are finalized, verify their functionality.

(Header)

No...../.....

Approval

Director of ICBP-NS,

APPLICATION FOR REGISTRATION TO THE EXAMINATION

Madam Director,

The undersigned,, graduate of, appointed to the position of at the “Nicolae Simionescu” Institute of Cellular Biology and Pathology, e-mail address, mobile phone number, respectfully request approval for my registration in the examination for promotion to the professional grade of Research Scientist, full-time, on an indefinite basis, within the Department of of the Institute, specialization, subfield

I hereby state that I hold a doctoral degree and have professional seniority of years in the field.

The announcement regarding the competition was published on (date and location)..... (only if applicable).

Date:

Signature:

(Form code and page number – footer)

(Header)

EXAM FILE COVER PAGE

Research Institute / Research Center / Branch of the Romanian Academy

Position: Research Scientist, grade

EXAM FILE

Candidate:

(Name and surname, scientific title)

Phone:

(Form code and page number – footer)

(Header)

To be completed by each candidate

STATEMENT ON OWN RESPONSIBILITY

I, the undersigned,, employee of the Institute of Cellular Biology and Pathology “Nicolae Simionescu”, in the position of, born on, residing in, str. no., county, Personal Identification Number (CNP), ID/Passport series no., being aware of the provisions of Article 326 of the Penal Code regarding false statements, hereby declare, on my own responsibility, that the documents and data contained in the file submitted for the position of, in the field of, at the Institute of Cellular Biology and Pathology “Nicolae Simionescu”, represent my own achievements and activities. I acknowledge that, otherwise, I shall bear the consequences of making a false statement, in accordance with the legislation in force.

Furthermore, I declare on my own responsibility that, in the last 3 years prior to registering for the promotion examination, no disciplinary sanction has been applied to me regarding serious violations of good conduct in research, development and innovation (RDI) activities, as provided in Art. 52 para. (8) of Law no. 183/2024.

Date

.....

Signature

.....

1. The statement must be signed either by hand or with a certified electronic signature.
2. The name, father's initial, and surname must be written in CAPITAL LETTERS.

NOTE:

Art. 326 – False statements

“(1) The misrepresentation of the truth, made to a person referred to in Article 175 or to a unit in which such person carries out their activity, in order to produce a legal consequence, for oneself or for another, when, according to the law or circumstances, the statement made serves to produce that consequence, shall be punishable by imprisonment from 6 months to 2 years or by a fine. (...)”

(Form code and page number – footer)

(Header)

To be completed by each candidate

DECLARATION OF CONSENT
regarding the processing of personal data, pursuant to Regulation (EU) 2016/679

I, the undersigned,, residing in, born on in the locality of, county of, holder of ID card series ... no., issued on by, with Personal Numeric Code (CNP), as a participant in the promotion examination held on at, organized by the Institute of Cellular Biology and Pathology “Nicolae Simionescu”, hereby declare that I consent to the use and processing of my personal data by the staff designated by the Ministry, including the communication of such data, if necessary, to other entities (the National Commission for the Certification of Titles, Diplomas and University Certificates, the Consultative College for Research, Development and Innovation, etc.).

I have been informed of the provisions of Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, repealing Directive 95/46/EC (General Data Protection Regulation), adopted by the European Parliament and the Council of the European Union, namely:

- the right of access, under which the person has the right to obtain confirmation from the National Authority for Research (ANC) as to whether or not personal data are being processed, and, if so, to obtain access to such data and to information regarding the way they are processed;
- the right to data portability, i.e., the right to receive personal data in a structured, commonly used format, and the right to have such data transmitted directly to another controller, where technically feasible;
- the right to object, meaning the right of the person to oppose the processing of personal data;
- the right to rectification, meaning the correction, without undue delay, of inaccurate personal data;
- the right to erasure of data (“right to be forgotten”), meaning the right of the person to request that their personal data be erased without undue delay, where one of the following grounds applies: the data are no longer necessary for the purposes for which they were collected or processed; the person withdraws consent and there is no other legal basis for processing;
- the right to restriction of processing, which may be exercised where the person contests the accuracy of the data, for a period enabling the institution to verify their correctness; or where the processing is unlawful, and the person opposes the erasure of the data, requesting instead the restriction of their use.

I acknowledge that my refusal to provide the personal data requested by the ANC will make it impossible to establish the legal relations necessary for the promotion process and that the above-mentioned institution cannot be held liable in this regard.

If the personal data provided are incorrect or subsequently change (change of residence, civil status, e-mail address, etc.), I undertake to inform the ANC in writing, in due time.

I have also been informed that such data will be treated confidentially, in accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data.

Date:

Signature:

(Footer: form code and page no.)

(Header)

To be completed by each candidate

Checklist for Verifying Compliance with the Specific Standards of the Position
for the professional grade _____

No.	Criterion/Standard	Minimum Standard	Fulfilled Standard Value

This form shall be completed in accordance with the minimum standards of the Institute of Cellular Biology and Pathology “Nicolae Simionescu” for awarding professional grades, as provided in Annex SC of the *Procedure on the Recruitment, Selection, and Promotion of CDI Staff within ICBP-NS*.

Date.....

Name and Surname.....

Signature.....

(Footer: form code and page no.)

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Evaluator's Declaration

DECLARATION

I, the undersigned, with academic rank/scientific title
....., being involved in the procedure for evaluating the examination files for
promotion to the professional grade of at the Institute of Cellular Biology and
Pathology “Nicolae Simionescu”, hereby acknowledge that I am aware of the legal provisions in
force regarding the incompatibilities of persons involved in the examination procedure and, under
the penalty of the Criminal Code for false statements, I hereby declare on my own responsibility
that I am not in such a situation.

Date:

Signature:

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To be completed by each member of the examination committee

ASSESSMENT REPORT

regarding the examination for obtaining the professional grade of CS.....

I, the undersigned, academic/research title, at,
 appointed by Decision of the Director/Rector no. dated as a member of the
 examination/appeals committee for obtaining the professional grade of Scientific Researcher
 at the Institute of Cellular Biology and Pathology "Nicolae Simionescu",
 following the evaluation of the data presented in the examination file and the tests undertaken by
 the candidate, have found the following:

1. Fulfillment of the minimum standards and the ICBP-NS specific standards:

.....

Grade:

2. Evaluation of the candidate's previous scientific activity:

.....

Grade:

3. Evaluation of the application file and the candidate at the interview:

.....

Grade:

4. Results obtained – degree of fulfillment of the criteria:

.....

Grade:

5. Conclusions:

.....

Grade:

Date:

Signature:

(Form code and page number – footer)