



FILE 553/13

ANNOUNCEMENT No. 41 OF COMPETITIVE PROCEDURE FOR RECRUITMENT OF A RESEARCHER ON FIXED TERM EMPLOYMENT CONTRACT (CATEGORY A)

The Director of the Department of Environmental Biology,

having regard to Deputy's Decree Law No. 660 of 31 August 1945;

having regard to Presidential Decree No. 445 of 28 December 2000 – Consolidated Act, establishing legislative and regulatory provisions for administrative documentation;

having regard to Art. 24 of Law No. 240/10;

having regard to the current University Regulations governing the recruitment of researchers on fixed-term contracts, established in Rector's Decree No. 3752 of 30 October 2012;

having regard to the resolution of the Board of the Department of Environmental Biology of 18 April 2013

decrees as follows:

Art. 1 – Purpose of the Announcement of Competitive Procedure.

Announcement is hereby made of a procedure of comparative evaluation on the basis of qualifications and interview, for the recruitment of one researcher on a Category A fixed-term employment contract, on a full-time basis, for undertaking research activities, for a period of three years, with possible extension for a further two years, as part of the research project titled "Diversità floristica e dinamica della vegetazione negli Habitat comunitari (Direttiva 92/43/CEE) con particolare riferimento alle praterie aride e agli habitat forestali da lungo tempo indisturbati" [Plant diversity and vegetation dynamics in community Habitat (Directive 92/43/EC) with special reference to dry grasslands and longly undisturbed forest habitats] and funded by Department of Environmental Biology, Laboratory of Biodiversity Conservation and its resources, Scientific Responsible Prof. C. Blasi, for the Scientific Disciplinary Sector BIO/03, competitive admissions sector 05/A1, at the Department of Environmental Biology, Sapienza Università di Roma.

The total time commitment under the arrangement is 1,500 hours annually, including 350 hours devoted to teaching activities, non-contact teaching and services to students, to be carried out according to the requirements of the Faculty of Mathematical, Physical and Natural Sciences.

Remuneration, including costs to be borne by the Administration, will be linked, at a rate of 100%, to the initial position of staff research associate on fixed hours regime.

Art. 2 – Requirements.

Italian and foreign candidates in possession of the following qualifications may take part in the comparative evaluation procedure:

- Master's degree in the natural sciences or equivalent qualification with a grade not lower than 108/110;

- PhD degree or equivalent qualification, preferably with a background in the botanical or ecological sciences

- a minimum of 15 (fifteen) publications in the ISI index on topics within the area of research covered by this announcement of competitive procedure;
- knowledge of the English language adequate for scientific communication and documentation purposes;

The requirements above must be met as at the date of expiry of the period for the submission of applications for admission to the selection procedure herein described.

Art.3 – Application to take part.

Applications to take part in the selection procedure are to be submitted electronically to the email address bandiselezione-dba@uniroma1.it, within thirty days of the day immediately following publication of the notice of this announcement of competitive procedure in the Italian Official Gazette, 4th Special Series “Contests and Examinations” n. 92 of the **22 November 2013**.

The candidate shall receive confirmation by email of receipt of the application, which shall serve as evidence of successful submission of the application.

In the application, candidates are to provide a personal email address for all communications, including requests to undergo an interview, without there being any other requirement for notification.

The candidate shall submit, in electronic form, a résumé in standard format according to the model approved by the Academic Senate, which can be accessed at the following web address: http://www2.uniroma1.it/organizzazione/amministrazione/ripartizionepersonale/documenti/modulistica/fac-simile_curriculum_RTD.doc, with a list of publications attached and, in any case, with a description within the application itself of the publications chosen by the applicant as the most important, as set down in the Announcement; the chosen publications are to be sent in .pdf format or by post to the Department of Environmental Biology within the period set down in the Announcement. The candidate may submit any qualification he or she deems useful for the purposes of assessment, including letters of introduction, even if in foreign languages, prepared by Italian or foreign scholars.

The candidate is to place the following wording in the subject line of the email:

“Concorso ricercatore a tempo determinato SSD BIO/03 settore concorsuale 05/A1”.

In the event that the deadline falls on a holiday, it will be postponed to the first available working day thereafter.

The candidate is to include the following information in the application to take part in the procedure (see **Attachment A**); failure to do so will result in the candidate being excluded from selection:

1. surname and name
2. date and place of birth
3. place of residence
4. tax identification number (Italian citizens only)
5. citizenship held
6. declaration of enrolment in electoral registers, with specification of the municipality and of any reasons for non-registration or cancellation of registration; candidates who are citizens of foreign countries must give a declaration that they are in possession of civil and political rights in their countries of citizenship or origin, or that they are not in possession thereof;
7. in the case of a foreign citizen, a declaration that the applicant is in possession of civil and political rights in the nation of citizenship or origin, or reasons for the non-enjoyment of such rights;
8. declaration that the applicant has never been subject to criminal conviction, or notice of any such convictions, with indication given of the associated sentencing terms and of any pending criminal proceedings;
9. current situation in regard to compulsory military service (Italian citizens only);

10. declaration that the applicant has not been relieved of duty with a public authority due to persistent unsatisfactory performance and has not been barred from public office pursuant to Art. 127, s. 1, Para. d) of Presidential Decree No. 3 of 10 January 1957 (for Italian citizens only);
11. declaration that the applicant has an adequate knowledge of the Italian language (only for foreign citizens);
12. declaration that the applicant has no family or personal relationship ties, up to and including the fourth degree, with a member of teaching staff belonging to the Department announcing the selection procedure, or with the Rector, the Director General or a member of the Board of Directors of the University.

The following are to be attached to the application:

1. photocopy of proof of identity and of tax identification number;
2. scientific and professional résumé, signed and dated;
3. qualifications deemed useful for the purposes of selection, with their associated attachments, signed and dated;
4. scientific publications already in print as at the expiry of the announcement period of the selection procedure, with their associated attachments, numbered, dated and signed and indicating authors' names, title, publisher, date and place of publication, or title, number of collection or volume, and reference year.

The qualifications that the candidate plans to submit must be originals or copies declared as conforming to the originals via a declaration in lieu of notarised affidavit, pursuant to Art. 47 of Presidential Decree No. 445/2000 (**Attachment. C**). All methods for self-certification provided for herein shall apply without distinction to citizens of Italy and to citizens of the European Union (Art. 3 of Presidential Decree No. 445/2000) in accordance with **Attachment B**.

Non-EU citizens resident in Italy may, under the provisions of the regulations governing data relating to the general population as implemented by Presidential Decree No. 223/89, make use of such declarations in lieu, although such use is limited to cases where evidence of personal characteristics, facts or status certifiable by Italian public or private bodies is being given.

Certificates issued by the competent authorities of the State of which a foreigner is a citizen must not only comply with the regulations in effect in that State, but must additionally be legally authorised by the competent Italian consular authorities.

Documents and certificates issued in a foreign language must have attached to them a certified Italian language translation of the foreign language text, prepared by the competent diplomatic or consular representative or by an officially authorised translator.

For publications printed in Italy, the obligations set down in Art. 1 of Deputy's Decree No. 660 dated August 31 1945 or of Arts. 6 and 7 of Presidential Decree No. 252 of 3 May 2006 (entering into force on 2 September 2006) must be fulfilled.

Compliance with this requirement must be certified by the appropriate documentation, to be submitted along with the application, giving evidence of effective deposit, or via self-certification under full personal responsibility by the candidate, pursuant to Presidential Decree No. 445/2000.

For publications printed abroad, the date and place of publication must be indicated.

Publications must be supplied in the original language, and, if this is not one of Italian, French, English, German or Spanish, must be translated into one of those languages. The translated texts must be submitted, along with the originals, in typed form corresponding to the originals, in accordance with the regulations in force. However, for comparative evaluation procedures in linguistic subject areas, the submission of publications compiled in the language or one of the languages for which the selection procedure has been announced shall be permitted, even if it is not one of the languages listed in this paragraph.

Art. 4 – Assessment committee.

The Committee is made up of three professors on permanent staff, two of whom are eligible full professors (heads of chair) and one of whom is an internal staff member of full professor or associate professor rank, designated by the Department. For project-related procedures, the internal staff

member shall be the Project Manager, and the other two eligible members are to be selected in accordance with Art. 7 of the University Regulations, established in Rector's Decree No. 3752 of 30 October 2012.

Notice of the appointment will be posted on the Department of Environmental Biology notice board, as well as on the website of the Università degli Studi di Roma "La Sapienza" and of the Department of Environmental Biology.

Art. 5 – Evaluation criteria.

Selection is made on the basis of qualifications and interview.

The Committee shall, in establishing the criteria for evaluating qualifications and publications, take into consideration the following priorities:

- activities undertaken in the capacity of research associate/fellow (per Art. 51, paragraph 6 of Law No. 449 of 27 December 1997 and/or of Law No. 240 of 30 December 2012);
- awards of post-doctoral study grants;
- any university level teaching activities, and in particular principal teaching responsibility for university courses;
- scientific background demonstrating appropriate long-term experience of research on topics relating to the plant diversity in terms of vascular plants and the vegetation dynamics of community Habitats with special reference to priority habitats widespread in Italy (e.g. 6210(*), 9210*, 9220*). Concerning forest habitats the publications aimed at the identification of floristic and vegetational differences between undisturbed and managed forest systems focused towards sustainable forest management will be particularly valued. With regards to grasslands habitat the publications focused on semi-natural habitats, whose management is strictly related to vegetation, dynamics will have a great relevance.

The assessment committee shall carry out a motivated assessment, followed by a comparative evaluation, referring to the specific competitive admissions sector and to the profile defined via the indication of one or more Scientific Discipline Sectors, of the CV, and of the following duly documented qualifications of the candidates:

- PhD or equivalent, awarded in Italy or abroad;
- any university-level teaching activities in Italy or abroad;
- documented study or research activities at qualified Italian or foreign institutions;
- implementation of project-related activities connected with the competitive admissions sector concerned;
- organisation, management and coordination of national and international research groups, or participation in such groups;
- presentations at national and international conferences and meetings;
- national and international prizes and recognition for European specialist diploma research recognised by international boards, connected with the competitive admissions sectors in which required.

The evaluation of each qualification shall be made taking into account specifically the importance that the qualification assumes in relation to the quality and quantity of the research carried out by the individual candidate.

The assessment committee shall additionally, in undertaking the preliminary comparative evaluation of the candidates, take into exclusive consideration publications or texts accepted for publication according to the regulations in force, and also essays contained in anthological works and edited articles in journals in paper or electronic format, with the exception of internal memos or departmental reports. The doctoral thesis or thesis for an equivalent qualification are also to be taken into consideration separately from the conditions set down in this paragraph.

The assessment committee shall undertake the comparative evaluation of the publications on the basis of the following criteria:

- originality, innovativeness, methodological rigour and importance of each scientific publication;

- the correspondence of each publication with the competitive admissions sector for which the announcement of competitive procedure was made, and with any profile defined exclusively by indication of one or more scientific discipline sectors, or with interdisciplinary topics related to these;
- scientific importance of the editorial body of each publication and distribution within the scientific community;
- analytic assessment, on the basis also of criteria recognised within the international scientific community of reference, of the candidate's individual contribution in the case of his or her participation in collaborative works.

Assessment committees are also to evaluate the overall substance of the candidate's scientific output, its intensity and continuity over time, excepting properly documented periods of involuntary withdrawal from research activities, with particular reference to parental duties.

Within the scope of the competitive admissions sectors in which consolidated use is made of the committees at international level, the following indicators, as at the date of expiry of the period of candidature, are also to be used in evaluating the publications:

- total number of citations;
- mean number of citations per publication;
- total "impact factor";
- mean "impact factor" per publication;
- combination of the above parameters to evaluate the impact of the candidate's scientific output (Hirsch index or similar).

On the basis of the evaluation of the qualifications, the Committee shall make a selection of candidates, finalising a shortlist including neither fewer than 10% nor more than 20% of competitors, and in any case no fewer than six competitors; in the event that the number of competitors is less than or equal to six, all the candidates shall be permitted to proceed to the following phase; the Committee is to prepare a report containing:

- background profile of each candidate;
- a brief joint evaluation of the profile, extending also to the area of research and to any other requirements set down in the announcement of competitive procedure, and overall scientometric evaluation (e.g. total number of publications in international databases, total number of citations, mean number of citations, Hirsch index);
- joint discussion on profile and scientific output, and the candidates selected by majority to be admitted to the second phase.

Candidates who pass the qualifications and publications evaluation phase are to be invited to undergo a public interview process, in seminar form, at the Department of Environmental Biology; the seminar is to focus on the candidate's research activities, and interjections are to be permitted. An interview with the Committee shall follow on completion of the seminar, with the intention of ascertaining that the candidate has an adequate knowledge of English for scientific communication and documentation purposes.

On completion of the evaluation, the Committee is to prepare a report, containing:

- background profile of each candidate;
- evaluation of the profile and overall scientometric evaluation;
- a brief joint evaluation of the seminar and interview;
- overall comparative joint discussion and judgement of background, testing, and area of research and of any other requirements set down in the announcement of competitive selection procedure;
- indication of the candidate selected over the course of the procedure (by unanimous decision, by majority decision, none suitable), for nomination by the Department of Environmental Biology.

The call to attend the interview procedure is to be made by email sent to the address given by the candidate in the application, no fewer than 20 days before the interview is scheduled to take place.

It shall be permissible to deviate from this required notice period in the event that all candidates give their express written agreement for such deviation.

In order to be able to undergo the interview procedure, candidates shall be required to bring appropriate proof of identity with them.

The interview procedure shall be public.

The Committee is to prepare appropriate minutes of each meeting, signed on each page by all members, which are to contain specific details of all actions taken, of discussions taking place, and of conclusions reached by the Committee during the course of the meeting.

The Committee is to conclude its work within two months of taking office.

The results of ranking activities arising from this selection procedure shall not give rise to declarations of suitability.

Art.6 – Conclusion of tasks.

The Committee is to conclude its tasks within two months of taking office.

In the event that the tasks are not completed within the above period, the Rector or a person delegated thereby may, on the basis of an evaluation of the reasons for the request by the Committee, grant an extension, or, by means of a measure for which justification is to be provided, may initiate proceedings to replace the members to whom the cause of the delay is attributable, at the same time setting a new and adequate period for the conclusion of the tasks.

The Committee shall indicate, upon completion of the public selection procedure and following on from it, the winner as decided by a majority of its members, expressed as a joint judgement of the Committee, and determined via application of a comparative evaluation system that awards points for qualifications, for correspondence of the scientific activity with the scientific discipline sectors and competitive admissions sectors, and for each of the publications submitted by the candidates admitted to the discussion.

Formal Approval for the selection process shall be given by the Director of the Department of Environmental Biology.

Art. 7 – Departmental nomination

The Department of Environmental Biology shall formulate the nomination proposal for the candidate identified by the Committee within the thirty days following approval of the process (excluding the period from 1 August to 15 September). The nomination must be approved by absolute majority of the parties with voting rights (Heads of chair and associate professors), and communicated to the Administration via the competent Faculty (pursuant to Art. 9 paragraph 1 sections c) and d) of the Statute).

Art. 8– Nature and preparation of the contract.

Subject to the effective availability of funds within University accounts able to be used to cover the all-in cost of the fixed-term Researcher for the entire period of the contract, or upon entering into the standard formalities by means of obtaining the relative bank or insurance guarantee on the part of the funding body, and payment of the initial instalment, the fixed-term employment contract entered into between the Researcher and the Director of the Department of Environmental Biology of Sapienza Università di Roma shall contain the following information:

- dates of commencement and of expiry of the employment relationship;
- duties to be performed within the scope of the research project and/or programme;
- total remuneration;
- university structure to which the researcher is to report;
- name of the scientific reporting contact for the research;
- scientific discipline sector under which competence for the research project and/or programme falls;
- number of work hours (fulltime).

Art. 9 – Non-cumulative nature of the contract

The contract arising under this competitive selection procedure may not be held concurrently with similar contracts, neither in other university campuses and/or private scientific bodies, nor at the same time as Doctoral research grants or postgraduate research associateships or grants are held. Compatible activities are determined by the regulations governing fulltime post-doctorate research associates, pursuant to Decree Law No. 57 of 02 March 1987 converted into Law No. 158/1987.

Art. 10 – Handling of personal information.

Pursuant to Legislative Decree No. 196 of 30 June 2003, the University undertakes to respect the confidential nature of the information provided by the candidate: all information provided is used only for purposes associated with and instrumental to the procedure and possible nomination, in accordance with the regulations in force..

Art. 11 – Termination of the contract.

Termination of the contract shall take place:

- on expiry of the term of the contract;
- due to the withdrawal of one of the parties, with termination effective from the moment of receipt of communication of such withdrawal;
- due to non-compliance of the fixed-term researcher in undertaking the activities set down in the research project and/or programme.

Art. 12 – Withdrawal.

During the initial two months of the contract, either party may withdraw at any time from the contract without the requirement to provide notice or compensation in lieu of such notice.

Such withdrawal shall be effective as of the moment of communication thereof to the other party.

A reason must be provided in the event of withdrawal on the part of the Department of Environmental Biology.

After expiry of the abovementioned period the researcher shall be required, in the case of withdrawal from the contract, to give thirty days' notice of such withdrawal.

In case of failure to give such notice, the administration shall have the right to withhold an amount corresponding to the remuneration accruing to the researcher for the notice period not worked.

Art. 13 – Collection of documents and publications.

Candidates shall have the right, subject to written request and at their own expense, to the return by the University of the publications and documents submitted for a period of 150 days from the date of the resolution of formal approval of the selection process, and in any case not longer than 6 months from the approval thereof. Such return of documentation will be undertaken except in the case of any dispute in process. After the period of six months from the date mentioned above, the Department shall deal with the documentation as it sees fit, without any responsibility for storage of the material.

Art. 14 – Public announcement.

Notice of this announcement of competitive selection procedure is to be published in the Italian Official Gazette – 4th Special series “Competitions and exams” and by electronic means on the website of Sapienza Università di Roma at the following address:

<http://www2.uniroma1.it/organizzazione/amministrazione/ripartizionepersonale>

[/concorsi/ricercatori_tempo_determinato/default.php](#), on the website of the Department of Environmental Biology <http://sweb01.dbv.uniroma1.it>, on the MIUR site <http://bandi.miur.it/> and on the site of the European Union <http://ec.europa.eu/euraxess/>.

Art. 15 – Extension.

Pursuant to Art. 12 of the Regulations governing the recruitment of researchers on fixed-term contracts, the contract may be extended for a further two years, subject to evaluation of teaching activities and provided that funding is available for this two-year extension.

Art.16 – Final Regulations.

Insofar as is not specified in this announcement of competitive selection procedure, and so far as compatible, the provisions of Chapter I, Section II of Book V of the Civil Code, and of the Laws on company employment contracts, as well as the regulations relating to the recruitment of university researchers shall apply.

The sole person in charge of the procedure is Mr Mario Grippo – e-mail: mario.grippo@uniroma1.it
Tel. 06/49912436-2561

Rome, 19 November 2013

The Director
Prof. Corrado Fanelli

Attachment A

Sample candidate application (on plain paper not subject to stamp duty)

To the Director, Department of

The undersigned born at
on resident at.....
(..... province)[street and number].....,
postal code , tax identification number

requests to take part in the comparative evaluation procedure for one fixed-term Researcher position for a period of 3 years for the scientific discipline sector Med 36 set down in the announcement of competitive selection procedure dated

For the purposes of these presents the undersigned declares that he/she:

- a) is a citizen of
 - b) is registered in the electoral roll for the municipality of(1)
- or

for citizens of foreign countries: is in possession of civil and political rights in his or her home State (or State of origin) or has justifiable reasons for non-possession of such rights;

- c) has not been subject to criminal conviction (2)
- d) has not been dismissed or relieved of duty with a public authority due to persistent unsatisfactory performance, and has not been barred from state office, pursuant to Art. 127, Para 1, section d) of Presidential Decree No. 3 of 10 January 1957;
- f) establishes, for the purposes of this competitive selection procedure, his or her address as:

postal code..... StreetNo., Telephone

e-mail , and reserves the right to advise the University in a timely manner of any change in that address.

The undersigned declares, under his or her own personal responsibility, that the stated information is truthful and correct, and that he or she is required to verify the facts by means of the submission of the required documents within the terms and using the methods set down in the announcement of competitive procedure.

The undersigned attaches the following to this application:

1. a photocopy of a currently valid proof of identity and of tax identification number;
2. scientific and professional résumé, signed and dated;
3. qualifications deemed useful for the purposes of the selection procedure and their associated attachments, signed and dated;
4. scientific publications in print as at the date of expiry of the announcement of competitive procedure, with associated attachments numbered, signed and dated, showing the authors' names, title, publisher and date and place of publication, or the number of the collection or volume and reference year.

The undersigned gives his or her consent for the personal information supplied to be handled in accordance with Legislative Decree No. 196 of 30 June 2003, in respect of the compliance requirements associated with this procedure.

The undersigned is aware that entry into employment is subject to compliance with the financial conditions set down in Arts. 1 and 7 of the announcement of selective procedure.

Date,

Signature (3)

1) Indicate reasons for non-registration.

2) Declare any criminal convictions.

3) The signature does not require authentication, pursuant to Art. 39 of Presidential Decree No. 445 of 28 December 2000.

ATTACHMENT B

DECLARATION IN LIEU OF CERTIFICATION PURSUANT TO ART. 46 OF PRESIDENTIAL DECREE NO. 445 OF 28 DECEMBER 2000.

The undersigned.....

born at in the province of

on.....

and resident at[town/city].....,[street address].....

and aware of the criminal penalties for making false statements, and for the preparation or use of false documents, referred to in Art. 76 of Presidential Decree No. 445 of 28 December 2000.

HEREBY DECLARES THAT:

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The undersigned further declares that he or she has been informed, pursuant to Legislative Decree No. 196 of 30 June 2003, that the personal information collected will be used exclusively within the scope of the procedure for the purposes of which this declaration is made, with such use also to include processing by computer-based equipment.

date:

Declarant

.....

Declarations in lieu of certification, regulated by Art. 46 of Presidential Decree No. 445 of 20 December 2000, make it possible for the citizen concerned to replace, for all legal purposes and in a definitive manner, by means of his or her own signed declaration, official government documents relating to personal characteristics, status and facts, such as, for example:

records in registers, in lists held by the public authorities;

academic qualifications, exams taken;

vocational qualifications held, certificates of specialisation, of qualification, of education, of refresher training and of technical competence.

Given below, and purely by way of example, are a number of standard texts that may be transcribed onto the hard copy of the declaration in lieu of certification:

• possesses the following academic qualification:

conferred on[date]..... at[institution].....

with a grade of

• has taken the following examinations:

on[date]..... at[institution].....

with a grade of

• possesses the following professional qualification

conferred on[date].....

at[institution].....

• possesses the following certificate of specialisation/qualification/educational achievement/refresher training/competence

conferred on[date]..... at[institution].....

• has provided the following services of employment

at[institution/organisation]..... from[date]..... to

.....[date].....

Attachment C

DECLARATION IN LIEU OF NOTARISED AFFIDAVIT PURSUANT TO ART. 47 OF PRESIDENTIAL DECREE NO. 445 OF 28 DECEMBER 2000

..... The undersigned

born at province of on

and resident at[town/city].....,[street address].....

and aware of the criminal penalties for making false statements, and for the preparation or use of false documents, referred to in Art. 76 of Presidential Decree No. 445 of 28 December 2000

HEREBY DECLARES THAT:

.....
.....
.....
.....
.....

The undersigned further declares that he or she has been informed, pursuant to Legislative Decree No. 196 of 30 June 2003, that the personal information collected will be used exclusively within the scope of the procedure for the purposes of which this declaration is made, such use also to include processing by computer-based equipment.

date:

Declarant (1)

(1): Pursuant to Art. 38 of Presidential Decree No. 445 of 28 December 2000, the declaration is signed by the party concerned in the presence of the competent official or signed or sent together with a photocopy of a document from the declarant, via an authorised agent or by post.

Copies of qualifications/publications whose conformity with the originals is subject to declaration may be inserted in a single declaration in lieu, but must be expressly indicated, with generic expressions such as " ... all documents/publications in attachment to the application are true copies of the original " not being sufficient.

Given below, and purely by way of example, are a number of standard texts that may be transcribed onto the hard copy of the declaration in lieu of notarised affidavit:

• the copy of the following publication titled:published by..... reproduced in full/in extract from page to page..... and therefore comprising pages, is a true copy of the original.

• the copy of the following certificate/document:

.....held by/issued by the[name of public authority].....comprising. pages is a true copy of the original.

• the copy of the academic qualification/certificate of service:

.....issued by ...[name of public authority]comprising pages is a true copy of the original.

• for the publication (*title*)

the legal deposit requirement was fulfilled by

(give the name, or corporate name or title and the address or registered office of the party required to make the deposit)

Declarations in lieu of notarised affidavits, regulated by Art. 47 of Presidential Decree No. 445 of 28 December 2000, do not replace official government documents, but rather notarised certificates that are a matter of record.

A declaration in lieu of notarised affidavit may therefore be used to attest to: the personal characteristics, status and facts of the party directly concerned, and not contained in the list of information self-certifiable by declaration in lieu of certification; the conformity of a copy of a document issued by a public authority, of a publication or of an academic qualification with the original thereof (Art. 19 of Presidential Decree No. 445/2000).