IL RETTORE
Su proposta dell’Ufficio Erasmus

VISTO
il vigente Statuto dell’Università degli Studi di Cassino e del Lazio Meridionale, emanato con decreto rettorale 50 del 15.01.2018 (Gazzetta Ufficiale - Serie Generale n. 22 del 27.01.2018).

VISTO

VISTA

TENUTO CONTO
che con nota del 20.07.2018 l’Agenzia Nazionale Erasmus+/Indire ha assegnato all’Università degli Studi di Cassino e del Lazio Meridionale un finanziamento comunitario pari a euro 119.391,00 (CUP H36H18000080006) per il progetto International Credit Mobility (KA107) in collaborazione con Albani, Bielorussia, Marocco, Federazione Russa e Vietnam.

VISTO
il Bando Erasmus+ International Credit Mobility per l’assegnazione di borse per la mobilità dello staff a.a. 2018-2019 (D. R. n. 883 del 21.11.2018) e, in particolare, la relativa graduatoria (D. R. n. 158 del 06.02.2019).

CONSIDERATO

RITENUTO NECESSARIO
ACCERTATA
procedere all’emanazione di un nuovo bando per l’assegnazione dei fondi resi disponibili per la mobilità outgoing presso l’Università di Hanoi.

la disponibilità di euro 5.874,00 a valere sul Conto economico CB 09.01.01.01.02 ‘Programmi di mobilità e scambi culturali studenti del Budget Economico di previsione 2018- Erasmus + Call 2018’ (imp. 2871/2018)

DECRETA

Si emana il Bando Erasmus+ International Credit Mobility per l’assegnazione di borse di mobilità per lo staff per l’a.a. 2019-2020, parte integrante del presente provvedimento.

Il presente decreto è inserito nella raccolta ufficiale interna di questa Università e nella sezione “Amministrazione trasparente” di www.unicas.it.

Cassino, 3 GEN. 2020

Il Responsabile dell’Ufficio (dott. Barbara Sbardella)
UNIVERSITÀ DEGLI S. . . . DI CASSINO
E DEL LAZIO MERIDIONALE
AREA BILANCIO-RAGIONERIA GENERALE
Impegno provvisorio/definitivo n. 2834/18
di € 5.874,00 assunto su conto 502
01.01.02. Budget 2020
Cassino. 24/10/2020
ART. 1 – Objectives of Erasmus+ International Credit Mobility

Within the “International Credit Mobility” of the Erasmus+ Programme (Key Action 1 – Learning Mobility of Individuals) the Higher Education Institutions may allow mobility actions from and towards the Partner Countries, with which they have signed an Erasmus + Interinstitutional Agreement.

In particular, for the academic years 2019-2020, the University of Cassino and Southern Lazio (Unicas) allows staff mobility from Unicas towards the University of Hanoi (Vietnam) as follows:

Table 1

<table>
<thead>
<tr>
<th>PARTNER COUNTRY (PC)</th>
<th>ISCED CODE</th>
<th>Number of mobilities from UNICAS to Partner Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>VIETNAM</td>
<td>041 Business and Administration</td>
<td>2 (8 days each)</td>
</tr>
</tbody>
</table>

Art. 2 – Mobility period

The mobilities have to be completed by July 31, 2020. The total length of the mobility period shall not exceed 2 months, with a minimum of 5 days per mobility activity. For teaching mobility, a minimum of 8 hours of teaching per week has to be respected. If the mobility lasts longer than one week, the minimum number of teaching hours for an incomplete week shall be proportional to the duration of that week (see attachment).

ART. 3 – Availability of exchange mobility

The amount of the mobility grant, in accordance with Erasmus + guidelines, is composed by a contribution for travel and an individual support as detailed in the table below, in accordance with the number of days as described in Table 1:

<table>
<thead>
<tr>
<th>PARTNER COUNTRY</th>
<th>Travel</th>
<th>DAILY AMOUNT Destination: PARTNER COUNTRY</th>
</tr>
</thead>
<tbody>
<tr>
<td>VIETNAM</td>
<td>Max € 1.500,00</td>
<td>euro 180,00/ day</td>
</tr>
</tbody>
</table>

The beneficiary has to submit to the Erasmus Office the flight tickets to receive the travel grant. The top-up of the travel grant for Vietnam is euro 1.500,00 in accordance with the distance calculator provided by the Erasmus + National Agency.

The subsistence grant is calculated according to the number of the days of the stay in the Partner Country.

The subsistence grant is subject to the tax rules of the country of residence.

Zero-grant mobility are allowed.

Erasmus + grant beneficiaries cannot be supported by other grants arising from other programs and/or actions financed by the European Union and/or by Unicas Visiting professor grants.

Unicas provides to the incoming teachers an insurance covering accidents, civil liability and other guarantees provided for by European legislation for students in Erasmus mobility.
Art. 4 – Admission requirements
Participants may apply for this call if they have regular activity during the academic year 2019-2020 in their own Institution.

ART. 5 – How to apply
Applications must be done through the form available on the Unicas website (http://www.unicas.it/internazionalizzazione/opportunit%C3%A0-alle-estero/bandi-per-la-mobilit%C3%A0-(1)/erasmus-plus-icm-with-albania,-belarus,-morocco,-russian-republic,-vietnam-(project-2018).aspx).
The deadline to apply is **24 February 2020**.
Applicants have to attach to the form the following documents:
- copy of the passport or valid ID card;
- Learning Agreement for teaching or training;
- CV in Italian or in English.

The application form and all its annexes must be delivered by electronic mail to UNICAS International Relations Office (international.office@unicas.it) with subject “KA107 - Staff mobility: NAME”.
Applications received after the deadline or delivered in different ways will be rejected.
The University doesn’t take any responsibility for non-receipt of the application according to the established procedure and on time, nor for negligence of third parties, accidental occurrences or force majeure.

Art. 6 – Selection committee
The Selection Committee is appointed by Unicas Rector. It may include representatives of the Partner Institutions, who participate in the selection of staff who applied for mobility to/ from their own institution.

Art. 7 – Evaluation criteria and Applications assessment
Unicas will check the eligibility of the submitted applications. Only those candidates whose applications have been properly submitted will be considered eligible for the assessment.

The Selection Committee will examine the documentation received and will draw up the final list of beneficiaries according to the following criteria.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expertise in the field of study as defined by the ISCED code (Table 1)</td>
<td>35</td>
</tr>
<tr>
<td>Similar field of study as defined by the ISCED code (Table 1)</td>
<td>22</td>
</tr>
<tr>
<td>Different field of study as defined by the ISCED code (Table 1)</td>
<td>12</td>
</tr>
<tr>
<td>Active part within the KA107 project application phase - call 2018 (any country)</td>
<td>10</td>
</tr>
<tr>
<td>Contact teacher in the Erasmus + Bilateral Agreement with a Partner Country</td>
<td>25</td>
</tr>
<tr>
<td>Active part within previous Erasmus projects</td>
<td>10</td>
</tr>
<tr>
<td>Expertise in dual/ joint degrees planning and management</td>
<td>10</td>
</tr>
<tr>
<td>Chair of a study program at his/ her own institution</td>
<td>10</td>
</tr>
</tbody>
</table>

The final selection decision will consider also cross-cutting evaluation criteria such as gender balance, equal opportunities and participation of disadvantaged groups.

The Selection Committee will communicate to Unicas Erasmus Office the final ranking of the applicants, so that the Office will draw up the list of beneficiaries.

Within 30 days from the deadline for submitting applications, the final ranking of the selected teachers will be published on Unicas website. The applicants will receive a communication by email.
Within ten calendar days from the publication of the rankings, beneficiaries of the grants must confirm acceptance of the scholarship by giving notice by email to the address international.office@unicas.it.

Art. 8 – Privacy and personal data
In compliance with the European General data protection regulation no. 679/2016 (articles 13-14, 15-22) and the subsequent Decree n. 101/ 2018, the personal data sent by candidates within the application, in accordance with the Privacy Statement published on Unicas website in the section “University Regulations”, will be processed for the purposes of management of the selection procedure. At any time, interested parties may exercise their rights under that Statement.

For further information, contact UNICAS Erasmus Office:

Administrative support for outgoing teachers (UNICAS/ Partner Country)
Gisella Vizzaccaro: +39 0776 2993353, vizzaccaro@unicas.it

Person in charge of the administrative process
The person in charge of the administrative process, according to the Italian Law n. 241 07/08/1990 (articles: n. 4, 7, 8) is Barbara Sbardella, head of the Erasmus Office of the University of Cassino and Southern Lazio (tel. 0776 3353-4723 e-mail: b.sbardella@unicas.it).