

On the basis of Article 39 of the Law on Higher Education and Scientific Activity (“Official Gazette” number 119/2022) and Article 20, Paragraph 7 of the Statute of the Institute of Agriculture and Tourism, the Scientific Council of the Institute of Agriculture and Tourism, at the session held on February 12, 2025, adopted the

ORDINANCE ON ADDITIONAL CRITERIA FOR SELECTION AND RE-SELECTION TO SCIENTIFIC, ASSOCIATE, AND EXPERT POSITIONS

I. GENERAL PROVISIONS

Article 1.

The criteria for selection to scientific, associate, and expert positions are prescribed by the Law on Higher Education and Scientific Activity. The criteria for selection to scientific job positions are also prescribed by the National Criteria for Selection to Scientific-Teaching, Artistic-Teaching, Scientific, and Teaching Positions. This Ordinance establishes additional criteria for selection and re-selection to scientific, associate, and expert positions at the Institute of Agriculture and Tourism (hereinafter referred to as: the Institute). Terms used in this Ordinance that have gender meanings are used in a neutral form and apply equally to both male and female individuals.

II. ADDITIONAL CRITERIA FOR SELECTION AND RE-SELECTION TO SCIENTIFIC POSITIONS

Article 2.

Additional criteria for selection and re-selection to scientific job positions at the Institute are based on the following elements:

1. Scientific productivity
2. Project activity
3. Scientific reputation and visibility
4. Organizational skills and contribution to the development of scientific community
5. Contribution to innovation, knowledge transfer to the economy, or commercialization of scientific research results

Article 3.

In addition to the applicable legal regulations and the National Criteria for Selection to Scientific-Teaching, Artistic-Teaching, Scientific, and Teaching Positions, candidates for selection and re-selection to scientific positions at the Institute must meet the following criteria under points 1, 2, 3, 4, and 5.

1. Scientific productivity

For selection to a **vacant** scientific job position in the field of biotechnical and natural sciences, the candidate must, throughout her/his career, in the group of scientific papers published in journals indexed by the *Web of Science (WoS)*, be the main (first, corresponding, or last) author of at least two (2) papers for selection to a position of **research associate**, at least four (4) papers for **senior research associate**, at least six (6) papers for **scientific advisor**, and at least eight (8) papers for **scientific advisor with tenure**.

For selection to a **vacant** scientific job position in the field of social sciences, the candidate must, throughout her/his career, in the group of scientific papers published in publications indexed by *WoS* and/or *Scopus*, be the main (first, corresponding, or last) author of at least two (2) papers for selection

to the position of **research associate**, at least four (4) papers for **senior research associate**, at least six (6) papers for **scientific advisor**, and at least eight (8) papers for **scientific advisor with tenure**. For selection to a **vacant** scientific job position in the field of social sciences, publications considered as equivalent to scientific papers are journals and proceedings from international scientific conferences, as well as a scientific books and chapters in a scientific book, all indexed in the *WoS* and/or *Scopus* databases. In the same scientific book, only one chapter can be considered equivalent to a scientific paper. The meaning of the terms 'scientific paper' and 'publication' in this context (for social sciences) is the same throughout the entire document.

For selection to a **higher** scientific position, the candidate must, in the group of scientific papers published in journals indexed by *WoS* (for biotechnical and natural sciences), or in the group of scientific papers published in publications indexed by *WoS* and/or *Scopus* (for social sciences), be the main (first, corresponding, or last) author of at least two (2) papers/publications in the period since their last selection to a scientific job position.

For **re-selection** to the same scientific position, the candidate must meet at least half of the above-mentioned criteria, i.e., be the main (first, corresponding, or last) author of at least one (1) scientific paper in the period since their last selection to a scientific job position.

2. Project activity

For selection to a **vacant** scientific job position, the candidate must, throughout her/his career, meet the following criteria:

- be the manager/principal investigator of at least one (1) or a collaborator on at least two (2) scientific, developmental or technological projects, each with a minimum value of 10,000 euros for her/his mother institution, obtained through a domestic or international competitive tender, for selection to the position of **research associate**;
- be the manager/principal investigator of at least two (2) or a collaborator on at least four (4) scientific, developmental or technological projects, each with a minimum value of 10,000 euros for her/his mother institution, obtained through a domestic or international competitive tender, for selection to the position of **senior research associate**;
- be the manager/principal investigator of at least three (3) or a collaborator on at least six (6) scientific, developmental or technological projects, each with a minimum value of 10,000 euros for her/his mother institution, obtained through a domestic or international competitive tender, for selection to the position of **scientific advisor**;
- be the manager/principal investigator of at least four (4) or a collaborator on at least eight (8) scientific, developmental or technological projects, each with a minimum value of 10,000 euros for her/his mother institution, obtained through a domestic or international competitive tender, for selection to the position of **scientific advisor with tenure**.

For selection to a **higher** scientific position, the candidate must, in part of the five-year period since her/his last selection to a scientific position, have performed the role of a manager/principal investigator of at least one (1) or a collaborator on at least two (2) scientific, developmental or technological projects, each with a minimum value of 10,000 euros for her/his mother institution, obtained through a domestic or international competitive tender.

For **re-selection** to the same scientific position, the candidate must meet at least half of the above-mentioned criteria related to the number of participations in project implementation, i.e., be a collaborator on at least one (1) scientific, developmental or technological project, each with a minimum value of 10,000 euros for her/his mother institution, obtained through a domestic or

international competitive tender, within the five-year period since her/his last selection to a scientific position.

When evaluating participation in the above-mentioned scientific, developmental or technological projects obtained through domestic or international competitive tenders, one (1) project on which the candidate is the manager/principal investigator counts as two (2) projects on which the candidate is a collaborator, and vice versa.

For selection to a **vacant** or **higher** scientific position of **scientific advisor**, the candidate must, throughout her/his career, have managed at least one international and/or internationally evaluated scientific, technological or developmental project obtained through a competitive tender. Management of a working group at her/his mother institution and/or a work package and/or a case study within an international project obtained through a competitive tender, with an individual value for her/his mother institution exceeding 75,000 euros per project, is considered equally valuable. Management of a project funded by EU funds through national competitive tenders or any other project with an individual value exceeding 150,000 euros for the mother institution, is also considered equally valuable.

For selection to a **vacant** or **higher** scientific position of **scientific advisor with tenure**, the candidate must, throughout her/his career, have managed at least two international and/or internationally evaluated scientific, technological or developmental projects obtained through a competitive tender. Leadership of a working group at her/his mother institution and/or a work package and/or case study within international projects obtained through competitive tenders, with an individual value for her/his mother institution exceeding 75,000 euros per project, is considered equally valuable. Management of projects funded by EU funds through national competitive tenders or other projects with an individual value exceeding 150,000 euros per project for the mother institution, is also considered equally valuable.

3. Scientific reputation and visibility

For selection to a **vacant** scientific job position, the number of criteria from this group (element 3) that candidates must meet throughout their career is defined in Table 1.

For selection to a **higher** scientific position and for **re-selection** to the same scientific job position, the number of criteria from this group (element 3) that candidates must meet within the five-year period since their last selection to a scientific position is defined in the text below Table 1.

The criteria from group 3 are as follows:

- a) the total number of scientific papers must be at least 50, or at least 25 in the past 5 years, or at least 15 in the past 3 years (*WoS* – biotechnical and natural sciences, *WoS* or *Scopus* – social sciences);
- b) the total number of citations must be at least 600, or at least 250 citations in the past 5 years of all the candidate's scientific papers, or at least 150 citations in the past 3 years of all the candidate's scientific papers (*WoS*);
- c) the total *h*-index must be at least 15, or an *h*-index of at least 8 based on the citations of the candidate's scientific papers published in the past 5 completed calendar years, or an *h*-index of

at least 5 based on the citations of the candidate's scientific papers published in the past 3 completed calendar years (*WoS*);

- d) delivering an invited or plenary lecture at an international scientific conference;
- e) oral presentation and publication of a scientific paper at an international scientific conference as the main (first, corresponding, or last) author, or at least 2 oral presentations at an international scientific conference;
- f) authorship, co-authorship, or editorial of a textbook, chapter in a textbook, scientific book, chapter or paper in a scientific book, scientific monograph or a chapter in a scientific monograph, scientific and/or professional handbook;
- g) editor or guest editor of an international scientific journal indexed in *WoS* or *Scopus*;
- h) recipient of a scholarship on a domestic or international competitive tender;
- i) stay at an international institution for the purpose of scientific training for at least three months in continuation;
- j) visiting an internationally renowned academic institution (institute, university, polytechnic) as a visiting scientist or visiting professor;
- k) holding leadership position in a scientific association;
- l) award for scientific research work, such as the national award of the Republic of Croatia or the HAZU award, or a foreign award from a relevant body;
- m) publication of an independent scientific paper (sole author) in a scientific journal/publication (natural and biotechnical/social sciences);
- n) specialization at an academic institution in the field of the Institute's work and appropriate diploma/certificate.

4. Organizational skills and contribution to the development of the scientific community

For selection to a **vacant** scientific job position, the number of criteria from this group (element 4) that candidates must meet throughout their career is defined in Table 1.

For selection to a **higher** scientific position and for **re-selection** to the same scientific job position, the number of criteria from this group (element 4) that candidates must meet within the five-year period since their last selection to a scientific position is defined in the text below Table 1.

The criteria from group 4 are as follows:

- a) position of director or assistant director or head of department or president of the scientific council or laboratory head or panel head, in the service of scientific-research work;
- b) membership in the governing board of a scientific-research institute or other public institution within the higher education and science system;
- c) advisory and expert position in a national or international body in the field of the Institute's activity;
- d) membership in an international or national academy of sciences, expert academy or scientific body;
- e) participation in a committee, working body or working group, or holding a function relevant for the mother institution and/or the scientific community as a whole;
- f) establishment of a laboratory, permanent experimental facility or collection-based experimental plantation that has been in operation for at least 3 years in the function of scientific-research work;

- g) function of a president of a scientific conference, member of the secretariat, organizational or scientific committee of an international scientific conference, or function of a president of a scientific conference, member of the secretariat, organizational or scientific committee of a scientific conference organized by the mother institution;
- h) mentorship (or co-mentorship) of a bachelor or master thesis at the undergraduate, graduate, or integrated study level, or mentorship (or co-mentorship) of a master's or postgraduate specialist thesis, or membership in a committee for the evaluation of the topic and/or evaluation of a doctoral dissertation;
- i) mentorship or co-mentorship of a doctoral dissertation;
- j) function of a reviewer and/or evaluator of the implementation of a scientific project within a framework of a national or international competitive tender;
- k) function of a reviewer of scientific papers for international scientific journals (indexed in one of the databases: *WoS, Scopus, CAB, Biosis, EconLit, ABI/INFORM, ProQuest*);
- l) authorship or co-authorship of a professional, review, educational, or popular science article in a journal, printed media, contribution in electronic media, etc.;
- m) organizing and holding an expert conference, public event, delivering a presentation, lecture or workshop aimed at popularizing science and spreading scientific and expert knowledge.

Additionally, for selection to a **vacant** or **higher** scientific position of **scientific advisor** or **scientific advisor with tenure**, the candidate must, throughout her/his career, have been appointed as a mentor or co-mentor to at least one assistant or student in a doctoral postgraduate study.

5. Contribution to innovation, knowledge transfer to the economy, or commercialization of scientific research results

For selection to a **vacant** scientific job position, the number of criteria from this group (element 5) that candidates must meet throughout their career is defined in Table 1.

For selection to a **higher** scientific position and for **re-selection** to the same scientific job position, the number of criteria from this group (element 5) that candidates must meet during the five-year period from their last selection to a scientific job position is defined in the text below Table 1.

The criteria from group 5 are as follows:

- a) authorship or co-authorship of an approved patent for a product, service or process;
- b) participation in a proven technology transfer or innovation to the economy or public sector;
- c) authorship or co-authorship of a cultivar, variety, clone, strain, or hybrid;
- d) participation in scientific, technological or developmental projects that have potential to result in the application and transfer of knowledge to various economic activities;
- e) management of activities contributing to the improvement and development of scientific infrastructure (facilities, equipment, etc.) of the mother institution, with a total value of at least 30,000 euros;
- f) obtaining income for the mother institution through service provision, contractual collaboration with the economy, commercial projects, or commercialization of patents and other forms of intellectual property, as the manager of the activity, with a total value of at least 30,000 euros;

- g) management of the laboratory or institution accreditation process and/or management of activities (e.g., laboratory, panel) that have authorization for performing official expert tasks by the competent national or international body;
- h) management of at least one or participation in at least two commercial projects of the mother institution (e.g., strategy development, studies, analyses, etc.);
- i) collaboration with local, regional or national government bodies, or civil society organizations (e.g., projects, committees, consultations, expertise, analyses, project applications, etc.);
- j) authorship or co-authorship of an internet application or website with scientific and/or expert content in the fields of biotechnical, natural, or social sciences in service of the public and in public interest;
- k) executive positions in a professional association or awards/recognitions from professional associations, public bodies, economic entities, or similar, for contributions in the field of the Institute's work.

For selection to a **vacant** scientific job position, from the criteria listed under points 3, 4, and 5, the candidate must, throughout her/his career, meet the number of criteria from each group, as well as the total number of criteria, as shown in Table 1.

Table 1. Number of criteria from groups (elements) 3, 4, and 5 that candidates must meet throughout their career for selection to a **vacant** scientific job position.

| Criteria group | Required number of criteria to be met for each available scientific position | | | |
|---|--|---------------------------|--------------------|--------------------------------|
| | Research associate | Senior research associate | Scientific advisor | Scientific advisor with tenure |
| 3. Scientific reputation and visibility | 2 | 2 | 3 | 4 |
| 4. Organizational skills and contribution to the development of scientific community | 1 | 2 | 3 | 4 |
| 5. Contribution to innovation, knowledge transfer to the economy, or commercialization of scientific research results | 1 | 1 | 2 | 3 |
| Criteria of choice (from any group – 3,4 or 5) * | - | 3 | 4 | 5 |
| TOTAL (criteria 3, 4 and 5) | 4 | 8 | 12 | 16 |

* The criteria of choice (from any group – 3, 4 or 5) that the candidate proves meeting must not overlap (repeat) with the criteria that the candidate has met within the mandatory number of criteria from the individual groups 3, 4, or 5.

For selection to a **higher** scientific position, from the criteria listed under points 3, 4, and 5, the candidate must meet at least a total of four (4) criteria since the last selection for a scientific position. At least one criterion must be met from each of the three groups (3, 4, and 5).

For **re-selection** to the same scientific job position, from the criteria listed under points 3, 4, and 5, the candidate must meet at least half of the criteria required for selection to a higher scientific position since the last selection for the scientific position, i.e., a total of at least two (2) criteria. The criteria met must be from at least two different groups (3, 4, and 5).

III. ADDITIONAL CRITERIA FOR SELECTION TO ASSOCIATE POSITIONS

Article 4.

A candidate may be selected for an **assistant** position if she/he has been an exceptionally successful student, which is confirmed by meeting the requirements for enrolment in the appropriate doctoral study, or if they are already enrolled in an appropriate doctoral study.

A candidate may be selected for a **higher assistant** position if she/he has published at least one (1) scientific paper as the first author in a journal indexed in the *WoS* database (for biotechnical and natural sciences), or in a publication indexed in the *WoS* and/or *Scopus* database (for social sciences).

A candidate may be selected for a **higher assistant** position if she/he has participated in at least one (1) scientific-research, developmental or technological project, with a value of at least 10,000 euros for her/his mother institution, obtained through a national or international competitive tender.

IV. ADDITIONAL CRITERIA FOR SELECTION TO EXPERT POSITIONS

Article 5.

For the position of **expert associate**, the candidate must have completed a university graduate program in the relevant scientific field and area.

For the position of **senior expert associate**, the candidate must have completed a university graduate program in the relevant scientific field and area, and must meet one of the following criteria:

- has at least 5 years of experience in the job position of expert associate, or
- has 5 years of work experience in relevant tasks, or
- has at least 4 years of work experience in the position of expert associate/in relevant tasks and holds an appropriate academic degree of Master of Science (MSc), or
- has at least 3 years of work experience in the position of expert associate/in relevant tasks and holds an appropriate academic degree of Doctor of Science (PhD).

For selection to the position of **senior expert associate**, it is required that the candidate has participated in at least one (1) scientific-research, developmental or technological project, with a value of at least 10,000 euros for the mother institution, obtained through a national or international competitive tender.

For selection to the position of **senior expert associate**, it is required that the candidate has published at least one (1) scientific paper as an author or co-author in a journal indexed in the *WoS* database (for biotechnical and natural sciences), or in a publication indexed in *WoS* and/or *Scopus* database (for social sciences).

For selection to the position of **senior expert associate**, the candidate must meet at least one (1) of the following criteria:

- a) authorship or co-authorship of a scientific paper in a journal;
- b) manager position of a laboratory or another organizational unit in the Institute's field of work;
- c) participation in a committee, working body or working group or holding a function relevant for the mother institution and/or scientific and/or expert community as a whole;

- d) authorship or co-authorship of an approved patent for a product, service or process;
- e) participation in a proven technology or innovation transfer to the economy or the public sector;
- f) authorship or co-authorship of a cultivar, variety, clone, strain or hybrid;
- g) obtaining income for the mother institution through providing services, contractual cooperation with the economy, commercial projects or commercialization of patents and other forms of intellectual property, in the role of the manager of the activity, with a total amount of at least 30,000 euros;
- h) management of the accreditation procedure for a laboratory or institution and/or management of activities (e.g., laboratory, panel) that have authorization to perform official expert tasks by the competent national or international body;
- i) management of at least one or cooperation on at least two commercial projects of the mother institution (e.g., strategy development, studies, analyses, etc.);
- j) collaboration with local, regional or national authorities or civil society organizations (e.g., projects, committees, consultations, expertise, analyses, project applications, etc.);
- k) executive positions in a professional association or an award/recognition from an expert association, public body, economic entity, etc., for contributions to the Institute's field of work.

For selection to the position of **expert advisor**, the candidate must have completed a university graduate study in the relevant scientific field and area, as well as:

- have at least 5 years of work experience in the position of senior expert associate or
- have at least 10 years of work experience in the position of expert associate/in relevant tasks or
- have at least 8 years of work experience in the position of expert associate/in relevant tasks and hold an appropriate academic degree of Master of Science (MSc) or
- have at least 6 years of work experience in the relevant tasks and hold an appropriate academic degree of Doctor of Science (PhD).

For selection to the position of **expert advisor**, the candidate must have participated in at least two (2) scientific-research, developmental or technological projects, each with a value of at least 10,000 euros for the mother institution, obtained through national or international competitive tenders.

To be selected for the **expert advisor** position, the candidate must have published at least two (2) scientific papers as an author or co-author in journals indexed in the *WoS* database (for biotechnical and natural sciences), or in publications indexed in *WoS* and/or *Scopus* database (for social sciences).

A candidate may be selected for the position of **expert advisor** if she/he meets at least two (2) of the following criteria:

- a) authorship or co-authorship of a scientific paper in a journal;
- b) manager position of a laboratory or another organizational unit in the Institute's field of work;
- c) participation in a committee, working body, or working group or performing a function important for the mother institution and/or the scientific and/or expert community as a whole;
- d) authorship or co-authorship of an approved patent for a product, service or process;
- e) participation in a proven transfer of technology or innovation to the economy or public sector;
- f) authorship or co-authorship of cultivars, varieties, clones, strains, or hybrids;
- g) obtaining income for the mother institution through providing services, contractual cooperation with the economy, commercial projects, or the commercialization of patents and other forms of intellectual property, in the status of the manager of the activity, with a total amount of at least 30,000 euros;

- h) management of the laboratory or institution accreditation process and/or management of activities (e.g., laboratory, panel) with authorization to perform official professional tasks by the relevant national or international authority;
- i) management of at least one or collaboration on at least two commercial projects of the mother institution (e.g., strategy development, studies, analyses, etc.);
- j) cooperation with local, regional, or national government bodies or civil society organizations (e.g., projects, committees, consultations, expert opinions, analyses, project proposals, etc.);
- k) executive positions in a professional association or receiving an award/recognition from a professional association, public body, economic entity etc., for contributions to the Institute's field of work.

V. TRANSITIONAL AND FINAL REGULATIONS

Article 6.

(1) Upon the entry into force of this Ordinance, the Ordinance on Additional Conditions for the Selection to Scientific Job Positions at the Institute of Agriculture and Tourism, ID number: 0147-16-298 of May 3, 2016, is repealed.

(2) This Regulation shall enter into force on the eighth day after its publication on the notice board and the website of the Institute.

The Workers' Council gave its opinion on this Regulation on February 11, 2025.

ID number: 0147-25-90

Poreč, February 12, 2025.

President of the Scientific Council

Igor Pasković, PhD

The Regulation was published on the notice board and the website of the Institute on February 13, 2025, and it enters into force on February 21, 2025.

Director of the Institute

Dean Ban, PhD