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**CERTIFIED TRANSLATION
FROM CROATIAN TO ENGLISH**

ORDINANCE ON ADDITIONAL CRITERIA
FOR ELECTION AND RE-ELECTION TO SCIENTIFIC POSITIONS AT
THE INSTITUTE FOR ANTHROPOLOGICAL RESEARCH



In accordance with Article 34 Para 3 point 3 of the Act on Higher Education and Scientific Activity (Official Gazette 119/2022) and Article 40. of the Statute of the Institute of Anthropological Research, the Scientific Council of the Institute of Anthropological Research at the session held on 27 November 2024 concluded on point 3 245, and adopted the following

**ORDINANCE ON ADDITIONAL CRITERIA
FOR ELECTION AND RE-ELECTION TO SCIENTIFIC POSITIONS AT
THE INSTITUTE FOR ANTHROPOLOGICAL RESEARCH**

Article 1

- (1) This Ordinance establishes additional criteria for election and re-election to scientific positions at the Institute of Anthropology.
- (2) Words that have gender meaning, regardless of whether they are used in the masculine or feminine gender in this Ordinance, apply equally to both genders.
- (3) The criteria for election and re-election to scientific positions are prescribed by scientific areas and fields.

Article 2

- (1) A person who has an appropriate level of education in a scientific area and field, and who meets the National criteria for election to scientific-teaching, artistic-teaching, scientific and teaching positions at a University and Scientific Institute (hereinafter referred to as National criteria), as well as additional criteria determined by this Ordinance.

Article 3

- (1) A scientist is re-elected to an existing position if, he/she has fulfilled half of the National University, scientific and artistic criteria for a higher position in the period since the last election/re-election,
- (2) A scientist is re-elected to an existing position if he/she has fulfilled half of the mandatory criteria for the existing position from Article 6 of this Ordinance, in the period since the last election/re-election.

Article 4

- (1) The fulfilment of the National University, scientific and artistic criteria and additional criteria from this Ordinance is assessed by the Expert Committee for election/re-election to a scientific position determined by the Scientific Council of the Institute of Anthropology based on the applicant's scientific papers and data from his/her submission (evidence).

Article 5

SCIENTIFIC PUBLICATIONS

- (1) Scientific publications within the meaning of this Ordinance are defined according to the valid National University, scientific and artistic criteria for a particular area and field.
- (2) In addition to meeting the National university, scientific and artistic criteria, the applicant must also have the following:

- (a) For election to the scientific position of research associate: one scientific paper.
 - (b) For election to the scientific position of senior research associate: two scientific papers
 - (c) For election to the scientific position of scientific advisor: four scientific papers
 - (d) For election to the scientific position of scientific advisor with tenure: three scientific papers.
- (3) For election to the scientific positions of senior scientific associate, scientific advisor, and scientific advisor with tenure, one scientific paper may be substituted by a scientific book that has at least two scientific reviews.
- (4) A scientific paper accepted for publication based on editorial confirmation of acceptance may also be recognized for meeting additional criteria.

Article 6

SCIENTIFIC AND PROFESSIONAL ACTIVITY

- (1) In accordance with Articles 2 and 3, the applicant must meet an appropriate number of criteria for scientific and professional activity, which does not relate to scientific publications.
- (a) For election to the scientific position of research associate: 3 criteria, of which criterion E is mandatory. For re-election to the scientific post of scientific associate: any 2 criteria (A to V) since the last election/re-election.
 - (b) For election to the scientific position of senior research associate: 6 criteria (cumulative), of which criteria A, E, and J are mandatory. For re-election to the scientific position of senior scientific associate: any 3 criteria (A to V) since the last election/re-election.
 - (c) For election to the scientific position of scientific advisor 9 criteria (cumulative), of which criteria A, B., E, H and J are mandatory. For re-election to the scientific position of scientific advisor: any 5 criteria (A to V) from the last election/re-election.
 - (d) For election, to the scientific position of scientific advisor with tenure: 10 criteria (cumulative), of which criteria A, B, E, H and J are mandatory.

(2) Criteria:

- A. participation in scientific/innovation/infrastructure projects
- B. management of scientific/innovation/infrastructure projects (project management also refers to the role of a lead member in consortium projects in which the institution where the applicant has the role of a lead member receives funding (beneficiary)).
- C. participation in commercial projects
- D. managing commercial projects
- E. presentations at scientific conferences
- F. organizing scientific conferences (membership in scientific, programme or organizational committees)
- G. scientific mobility lasting at least 30 consecutive days
- H. guest lectures and training at scientific and higher education institutions, companies engaged in research and development, attending workshops)

- I. editorial board of scientific journals, proceedings, serial editions, and books
- J. reviewing scientific and professional papers and books
- K. reviewing scientific project proposals
- L. participation in higher education teaching at undergraduate, graduate, and postgraduate levels
- M. mentoring and co-mentoring of qualification papers
- N. mentoring assistants, senior assistants, and exchange students
- O. leading duties and membership in the committees of scientific and professional associations related to the Institute's fields of activity
- P. participation in expert committees for election to scientific-teaching, scientific, associate and professional positions
- R. leadership positions in scientific or higher education institutions (membership in the governing council, leadership of the scientific council, leadership of the institute/department/unit)
- S. cooperation with the economy, cultural and educational institutions, local, regional, and state administration bodies, and civil society associations (e.g. committees, consultations, expertise, etc.)
- T. patent for invention, awards, and recognition for scientific work
- U. public lectures and presentations of scientific projects and scientific research results
- V. authorship and other forms of cooperation in cultural and scientific-educational production and cooperation with the media (popularization of science, exhibitions, festivals, films, radio and TV shows, textbooks, newspaper articles, etc.)

Article 7

- (1) On the date of entry into force of this Ordinance, the previous Ordinance on Additional Conditions for Selection to Scientific Positions at the Institute of Anthropology of 6 September 2022, ceases to be valid.
- (2) This Ordinance shall enter into force 8 days upon its posting on the Institute's noticeboard.

Ivor Janković, PhD
President of the Scientific Council of the Institute of Anthropology

This Rulebook was posted on the Bulletin Board of the Institute of Anthropology on 28 November 2024, and entered into force on 6 December 2024.

Professor Damir Marjanović, PhD
Director of the Institute of Anthropology

I, Vlasta Vyroubal, court interpreter for the English language, appointed by the decision of the Minister of Justice, Administration, and Digital Transformation CLASS: UP 710-02/23-01/110, REG. NO: 514-03-03-03/02-24-09 dated 28 May 2024, do hereby certify that the above translation is a faithful and complete translation of the original document written in the Croatian language.
In Zagreb, 9 December 2024
No. 1/2024



Signature

A handwritten signature in blue ink, appearing to read "Vlasta Vyroubal".

