

National Postdoctoral Program

Appendix I - Ordinance no. 086 of July 3, 2013

REGULATION OF THE NATIONAL POST-DOCTORATE PROGRAM

Chapter I

PROGRAM AIMS

Art. 1st The PNPB aims to:

I – promote the performance of high-level studies;

II – reinforce national research groups;

III – renew staff in Postgraduate Programs in higher education and research institutions;

IV – promote the insertion of Brazilian and foreign researchers in postdoctoral training, encouraging their integration with research projects developed by Postgraduate Programs in the country.

Chapter II

REQUIREMENTS AND RESPONSIBILITIES OF INSTITUTIONS AND POST-GRADUATION PROGRAMS

Art. 2nd The institution that intends to participate in the PNPB must:

I – have legal personality under public or private law;

II – guarantee and maintain adequate infrastructure for the management of the PNPB;

III – have a Postgraduate Program *stricto sensu*, recommended by CAPES, recognized by the National Council of Education (CNE)/Ministry of Education (MEC) and in operation.

Art. 3rd The Institution, through the Pro-rectories or equivalent bodies, is responsible for:

I – being responsible for the procedures related to the approval of scholarship holders in the CAPES systems;

II – initiating an administrative proceeding, ensuring the contradictory and ample defense and objectively concluding on the occurrence of eventual infractions committed by the

respective beneficiaries of the PNPD and/or agents of the institution that do not comply with the norms contained in this regulation.

Art. 4th The Post-Graduation Program is responsible for:

I – selecting, based on its own criteria, candidates for the scholarship and verify the relevant documentation, in accordance with the requirements of this Regulation;

II – being responsible for the procedures related to the registration, replacement, suspension and cancellation of scholarship holders in the CAPES systems;

III – keeping the supporting documentation of qualification and selection of candidates, as well as the scholarship holder's term of commitment, according to the attached model, for a minimum period of 5 years after the cancellation or expiration of the scholarship;

IV – keeping in digital media, for at least 5 years, the scholarship holders' Activity Reports, approved by the Postgraduate Program, referring to the period of effectiveness of the scholarship;

V – making available to CAPES, within the requested period, any information or documentation regarding the scholarship holder and his/her activities within the scope of the PNPD;

VI – monitoring and evaluate the performance of scholarship holders.

Chapter III

REQUIREMENTS AND RESPONSIBILITIES OF CANDIDATES AND SCHOLARSHIP HOLDERS

Art. 5th Is required from the scholarship's candidates:

I – to have a doctor's degree, when the scholarship is implemented, obtained in courses evaluated by CAPES and recognized by the CNE/MEC. In the case of a diploma obtained in a foreign institution, the Post-Graduating Program must analyze it;

II – to make available an updated curriculum on the CNPq Lattes Platform or, if foreign, a curriculum with a history of patent registration and/or publication of scientific and

technological works of impact and/or academic merit awards, as per the annex of this Regulation;

IV – not to be retired or in a similar situation;

V – Candidates can apply under the following criteria:

a) to be Brazilian or a foreigner residing in Brazil with a temporary visa, without an employment relationship;

b) to be a foreigner, residing abroad, with no employment relationship;

c) to be a professor or researcher in the country with an employment relationship in higher education institutions or public research institutions.

§ 1 The foreign candidate residing abroad must prove a residential address abroad at the time of submission of the application.

§ 2 Substitute professors may be approved in modality “a” of item V, without prejudice to their teaching activities, after analysis and authorization by the Post-Graduation Program.

§ 3 Applicants approved in modality “c” of item V must present proof of removal from the institution of origin, for a period compatible with the term of validity of the scholarship.

§ 4 Applicants approved in modality “c” of item V cannot carry out the post-doctoral internship at the same institution with which they have an employment relationship.

Art. 6th The scholarship holder must:

I - prepare an Annual Activity Report to be submitted for approval by the Postgraduate Program and submit a Final Report within 60 (sixty) days after the end of the respective scholarship;

II – dedicate oneself to the project activities;

III – refund to CAPES the funds received irregularly, when the non-compliance with the PNPD norms is verified, unless motivated by acts of God, force majeure, circumstances beyond its control or serious illness duly proven and substantiated. The assessment of these situations is subject to analysis and deliberation by the Executive Board of CAPES, in a substantiated order.

Chapter IV

ATTRIBUTIONS OF CAPES

Art. 7th The attributions of CAPES are:

I – to establish the rules and guidelines of the PNPD;

II – to define the number of scholarships and funding that will be granted to Post-Graduation Programs, according to criteria of priorities and performance in the CAPES evaluation;

III – to maintain a monitoring and evaluation system for the set of actions related to the PNPD;

Chapter V

GENERAL AND OPERATIONAL RULES FOR GRANTING SCHOLARSHIPS

Art. 8th Interlocution with CAPES should only be done through the Program's Coordinator, supported by the Graduate Commission of the respective program.

Art. 9th It is forbidden to accumulate a scholarship with any type of scholarship from another CAPES program, from another public, national or international development agency, public or private company, or even with paid professional practice, subject to the exceptions provided for in art.5th or express permission in a specific rule issued by Capes.

Art. 10th As an incentive to make better use of the dedication of PNPD scholarship holders, Research Support Foundations (FAP's), companies, research institutes, higher education institutions, university foundations, non-governmental organizations and other interested entities in the PNPD will be able to allocate, in return, resources for admissions and per diems, costing and capital for the acquisition of machines and other equipment, as well as granting complementary aid to scholarship holders.

DISTRIBUTION OF SCHOLARSHIP SHARES

Art. 11th Scholarship shares will be distributed considering:

I – the policy of priority support to the strategic areas established by CAPES;

II – the characteristic, location, size, level and performance of the course in the CAPES evaluation;

III – the analysis of CAPES diagnosis and induction policies.

§ 1 The shares of scholarships not used by the Postgraduate Programs may be collected by CAPES and redistributed among other Postgraduate Programs participating in the PNPD, aiming at the best use of the scholarships.

§ 2 The shares of current scholarships awarded through the 2007 notice (Edict MEC/CAPES and MCT/CNPq and MCT/FINEP), 2009 (Edict MEC/CAPES and MCT/FINEP), 2010 (Edital n°001/2010 MEC/CAPES and MCT/CNPq/FINEP) and public call of 2011 (National Postdoctoral Program -2011 – Institutional Grant to IFES), when not used or by request of the respective project coordinators, may be canceled by CAPES and transferred to the respective Post-Graduation Programs, within the scope of this Regulation.

BENEFITS COVERED IN THE GRANTING OF SCHOLARSHIPS

Art. 12th Scholarships awarded within the scope of the PNPD consist of a monthly payment for the maintenance of the scholarship holder, whose value will be fixed by CAPES, observing the duration of the scholarships, contained in this Regulation.

Single paragraph. Each scholarship benefit must be assigned to an individual, and its fractionation is prohibited.

DURATION OF SCHOLARSHIP

Art. 13th For scholarship holders approved in modalities “a” and “b” of art. 4th, item V, the duration of the scholarship will be of twelve months, and may be renewed annually until reaching the maximum limit of 60 (sixty) months.

Art. 14th For candidates approved in modality “c”, of art. 4th, item V, the maximum duration of the scholarship will be of 12 months, with no possibility of renewal.

SCHOLARSHIP SUSPENSION

Art. 15th Scholarship suspension will occur in the following cases:

I - serious illness that prevents the scholarship holder from participating in the planned activities;

II - carry out activities related to the PNPB abroad, for a maximum period of 12 months, if another grant is received.

§ 1 Suspension for the reasons set forth in item I of this article will not be computed for the duration of the scholarship.

§ 2 Suspension for the reasons set forth in item II of this article will be computed for the duration of the scholarship.

§ 3 For the beneficiary who requests temporary leave to carry out activities related to the PNPB abroad, for a maximum period of 12 months, there will be no suspension of the scholarship benefits, if he does not receive another scholarship.

§ 4 For the beneficiary who requests temporary removal from academic activities due to the occurrence of childbirth during the period of effectiveness of the respective benefit, the suspension of the benefits of the scholarship will not occur, observing specific norms of CAPES.

§ 5 It is forbidden to replace a scholarship holder during the suspension of the scholarship.

SCHOLARSHIP CANCELLATION AND SCHOLARSHIP REPLACEMENT

Art. 16th The scholarship may be canceled by CAPES or the Postgraduate Program at any time for violating the provisions of this Regulation, with the scholarship holder being obliged to reimburse the investment improperly made in his favor, in accordance with the current federal legislation, and unable to receive benefits by CAPES for a period of up to five years, counted from the knowledge of the fact, without prejudice to other administrative, civil and criminal sanctions.

Art. 17th The scholarship holder may be replaced within the scope of the Postgraduate Program, at any time, in cases of insufficient performance, withdrawal, abandonment,

interruption or termination of the term of the scholarship or project. In these cases, the replacement of the fellow must be preceded by the cancellation of the current fellowship and subsequent registration of the new PNPD fellow.

Sole Paragraph - The replacement of a scholarship holder will require the presentation of an Activity Report referring to the duration of the scholarship.

Chapter VI

FUNDING

Art. 18th The financial resources related to funding will be transferred by CAPES within the scope of the promotion programs to which the Postgraduate Programs are linked, respecting the proportionality of the number of scholarships and the established in article 10th.

Art. 19th The use of funding resources must comply with the regulation of the promotion program with which the Postgraduate Program is linked.

Chapter VII

FINAL PROVISIONS

Art. 20th The new grants of PNPD scholarships will follow the rules established by this Ordinance, revoking all provisions contrary to this Regulation.

Art. 21st Omitted cases will be solved by CAPES.