

ORDINANCE NO. 67 /2019
OF THE RECTOR OF THE MEDICAL UNIVERSITY OF WARSAW
of 17 June 2019

on the declarations of employees of the Medical University of Warsaw (MUW)
conducting scientific activity authorising the MUW to list scientific
achievements for evaluation purposes.

Pursuant to:

- §54.5 of the Statute of the Medical University of Warsaw;
- Article 4, Article 5, Article 115.1.2) and 3), Article 265.13, Article 267.2.2), Article 343.1.21 of the Law on Higher Education and Science of 20 July 2018. (consolidated text Journal of Laws of 2018, item 1668, as amended), hereinafter referred to as the "Act";
- § 8 of the Regulation of the Minister of Science and Higher Education of 22 February 2019 on the evaluation of the quality of scientific activity (consolidated text, Journal of Laws of 2019, item 392);
- § 1 of the Regulation of the Minister of Science and Higher Education on the fields of science and scientific and artistic disciplines of 25 September 2018 (consolidated text, Journal of Laws 2018, item 1818),

it shall be ordered as follows:

§ 1.

1. MUW employees conducting scientific activity at the Medical University of Warsaw shall be obliged to submit a declaration authorising the Medical University of Warsaw to demonstrate their achievements for the purpose of evaluation of scientific activity, hereinafter referred to as the "Declaration on Scientific Achievements".

2. In particular, academic staff employed at the Medical University of Warsaw at research or research and teaching positions, regardless of whether the staff member concerned has consented or not to be counted in the N number in accordance with the Ordinance of the Rector No. 111 of 9 October 2018, shall be required to submit the declarations referred to in point 1.

§ 2.

1. "Declaration on Scientific Achievements" shall be used by the employee to assign the achievements to the disciplines indicated in the "Declaration on Disciplines" submitted in accordance with the Ordinance of the Rector No. 111 dated 9 October 2018.

2. The academic achievements shall be as follows:

- a. scientific articles published in scientific journals, included in the list of these journals and materials, compiled in accordance with the regulations issued under the "Act", hereinafter referred to as the "List of Journals";
- b. scientific articles published in scientific journals not included in the list of journals;
- c. scientific monographs published by publishing houses included in the list of the publishing houses compiled in accordance with the regulations issued pursuant to "the Act", hereinafter referred to as "the list of publishing houses", as well as scientific editing of such monographs and chapters in such monographs;
- d. scientific monographs published by publishing houses not included in the list of publishing houses, scientific editors of such monographs and authorship of chapters in such monographs;
- e. patents granted for inventions, protection rights for utility models and breeders' exclusive rights for plant varieties.

3. In the event of the employee indicating one scientific discipline in their "Declaration on Disciplines", referred to in item 1, they shall submit the "Declaration on Scientific Achievements" using the template constituting Annex No. 1 to the Ordinance.

4. In the event of indicating two disciplines in the "Declaration on Disciplines", referred to in item 1, the employee shall submit a "Declaration on Scientific Achievements" using the template constituting Annex No 2 to the Ordinance.

5. An integral part of the "Declaration on Disciplines" is the list of scientific achievements drafted using the template constituting annexes to the "Declaration on Disciplines". As for articles, monographs, monograph chapters and monograph editing, the list of achievements should be drafted using reports generated in the WUM.PUBLICATIONS database.

§ 3.

1. Until the changes have been made to the Organisational Regulations of the Medical University of Warsaw, the "Declaration on Scientific Achievements" shall be submitted to the Vice-Rector for Science and Technology Transfer.

2. "Declarations on Scientific Achievements " shall be submitted in paper form. In the event of launching an electronic system of declarations at the Medical University of Warsaw, declarations should be submitted in an electronic form.

3. "Declarations on Scientific Achievements" concerning the achievements defined in § 2.2 shall be submitted:

- a. for "a, b, c, d" – at the Main Library of the Medical University of Warsaw;
- b. for "e" – at the Technology Transfer Centre.

4. "Declarations on Scientific Achievements" shall be submitted:

- a. by 31 December of each year;

- b. not later than on the day of termination of employment with the Medical University of Warsaw;
- c. on an ongoing basis, according to the announcements made.

5. The unit coordinating collecting and archiving the declarations is the Department of Science.

§ 4.

The Ordinance shall enter into force on the day of its signing.

Mirosław Wielgoś

RECTOR

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