

Rules of Och!DOK Project Participation



„The development and application of the bioengineering and IT systems in the prevention, diagnostics and therapies of the civilization diseases – (enhance professional and personal skills/ development of vocational competence/comprehensive development of the professional qualifications) for the junior scientific staff”

I. General Provisions

§ 1

1. These Regulations defines the terms and conditions of participation in the project entitled "The development and application of the bioengineering and IT systems in the prevention, diagnosis and therapies of the civilization diseases - (enhance professional and personal skills/ development of vocational competence/ comprehensive development of the professional qualifications) for the junior scientific staff” POWER Och!DOK and it consist as complementary provisions/Supplement to the regulations of the doctoral studies prevailing at the Institutes participating in the project.
2. The Och!DOK project is realized under the Operational Program Knowledge Education Development 2014-2020, Priority axis: III. Higher education for economy and development, Measure 3.2. Doctoral studies, co-financed by the European Union from the European Social Fund
3. The Nalecz Institute of Biocybernetics and Biomedical Engineering PAS is the applicant and beneficiary of this Project.
4. The project is realized from 1st of September 2018 to 31st of August 2023 in accordance with the financing agreement number POWR.03.02.00-00-I028 / 17-00 (hereinafter referred to as the co-financing agreement) under a tripartite agreement (partnership agreement signed 24th of April 2018) between the Nalecz Institute of Biocybernetics and Biomedical Engineering PAS (IBIB PAN), the Institute of Fundamental Technological Research PAS (IPPT PAN) and the Mossakowski Institute of Experimental and Clinical Medicine PAS (IMDiK PAN),
5. The doctoral studies under the Project are conducted as full-time, interdisciplinary four-year studies, included in the Project's time frame.

§ 2

Glossary of Regulatory terms

1. POWER Och!DOK Project - The interdisciplinary Ph.D. studies “The development and application of the bioengineering and IT systems in the prevention, diagnosis, and therapies of the civilization diseases - (enhance professional and personal skills/ development of vocational competence/ comprehensive development of the professional qualifications) for the junior scientific staff” Och!DOK, project nr: POWR. 03.02.00-00-I028/17-00 under the tripartite agreement between the Leader and the Partners.
2. Beneficent / Leader –The Nalecz Institute of Biocybernetics and Biomedical Engineering PAS

3. Project Office – the office localized at the Nalecz Institute of Biocybernetics and Biomedical Engineering PAS ul. Ks. Trojdena 4, 02-109 Warsaw, room 415, email: dzialprojektow@ibib.waw.pl
4. Project Manager – a person who has the coordinating and monitoring all the activities provided in the Och!DOK project and has the responsibility for their implementation
5. Steering committee - the body that has the duty of managing the Och!DOK project progress to meeting project goals and deadlines.
6. Partner Institutes - Institutes realized the Och! DOK project under a tripartite agreement, (Institute of Fundamental Technological Research PAS, The Mossakowski Institute of Experimental and Clinical Medicine PAS, The Nalecz Institute of Biocybernetics and Biomedical Engineering PAS),
7. Project Participant - a doctoral student who has been qualified to participate to the Och!DOK Project
8. Motivation allowance/motivation stipends – allowance to the doctoral stipend, payable as a bonus within the Och!DOK Project by Project Partners
9. SD – PhD Studies led by the Partner Institutes of the Project
10. Project website: www.ibib.waw.pl/pl/power-och!dok

§ 3

The overall goal of the Och! DOK Project is to increase the quality and effectiveness of the interdisciplinary doctoral studies by acquiring and deepening PhD students knowledge in various disciplines and also thanks to the close cooperation with Partner Institutes in various fields. These actions will ensure more efficient use of the interdisciplinary and specialistic knowledge and involve the creation of innovative products and services in the field of prevention, diagnosis, and treatment of civilization diseases.

II. Rules of the participation in the Och! DOK Project

§ 4

Participation in the Och! DOK Project is voluntary and tantamount to consent to follow this regulations and schedule.

Recruitment of participants of the Och! DOK Project is open, and constitute/is on the IIIth stage of competition procedure. These rule are out in the Recruitment Regulations for the Och! DOK Project including the Annex.

§ 5

For all student, qualified to participation in the Och! DOK Project are required to complete and submit the following documents:

1. declaration of participation to the Och! DOK Project
2. a personal questionnaire,
3. the documents required during the recruitment regulations for the Och! DOK Project and for doctoral studies, specified in the regulations of the Partner Institutes,

4. Annex 7 to the Och!DOK Project Contract (information obligation implemented in connection with Article 13 and Article 14 of Regulation (EU) 2016/679 of the European Parliament and of the Council

§ 6

For each participant of the Och! DOK Project is ensuring:

1. interdisciplinary educational offer with the advanced research in diagnostics and therapy of civilization diseases.
2. Stimulation of the development of social and competencies for management by the participation of doctoral students in three summer schools (2019; 2020, 2021).
3. Motivation allowance, of 1000 PLN gross, to be paid from the Och!DOK project.

§ 7

1. The Participant of the Och! DOK Project is obligated to realization the study program (framework program - Annex 1):
 - a. attending the mandatory classes
 - b. attending the optional classes after consulting with supervisor
2. The participant of the Och! DOK Project is obligated to obtaine, a minimum, of 45 ECTS credits during the 4 years of doctoral studies
3. Carryover shall be possible the ECST credits which were achieved during earlier education when the subjects are on the level comparable with topics of POWER Och!DOK project schedule.
4. The submission of a doctoral dissertation exempts the participant from participating in the classes provided for in the program.
5. The Och!DOK Project Participant is obligated to submission, to the coordinator of PhD studies of the parent Institution the semester report on the progress of works including a list of publications, conference presentations, participation in courses, etc. (according to the template). The report should be approved by the supervisor. The deadlines for submitting reports shall fall on 20th of March or 20th of September 20 (or the last business day preceding these dates). Coordinators of PhD studies from Partner Institutes are obligated to send the copies of reports to the Project Och! Dok Manager on the first business day after the abovementioned dates.
6. Furthermore to the submitted report (referred to in §7 point 5), the Participant of the Och! DOK Project is obliged to presentation their research results during the reporting session.
7. The participant of the Och! DOK Project is obliged to participate in summer schools organized by the Partner Institutes in the framework of the project.
8. In the individual cases, is acceptable a justification the temporary absence of a doctoral student (due to e.g. periodic internship abroad, participation in the Erasmus Plus program, etc.). This situation should be reported by the Coordinator of the PhD Studies, lead by Partner Institution, to the Och!DOK Project Manager. The basis for passing the classes will be determined individually taking into account both the needs related to the implementation of the doctoral student's research program and the assumptions of the Och! DOK Project.
9. A participant in the Och! DOK Project is obliged to publish the information on the financing of research carried out under this Project if he is the author or co-author of scientific publications, congress reports, lectures and other presented results; information on financing should read:

- a. Project no. POWR.03.02.00-00-I028 / 17-00 implemented under the Operational Program Knowledge, Education and Development 2014-2020 co-financed by the ESF (Polish version)
- b. Project is supported by ESF, POWR.03.02.00-00-I028 / 17-00 (English version)

IV. Rules for the payment of motivation allowance for the Project Och!DOK participants

§8

1. The participants of the Och!DOK Project shall have the right to motivation allowance, in the amount of 1000 PLN, paid monthly as a benefit to scholarship during academics year and according to the agreement. The prolongation of the allowance payment for the next academic year is combined with the realisation the Och!DOK doctoral study program and submission the report (referred to in §7 points 5 and 6).
2. The motivation allowances are granted with respect for equal opportunities and are the same for each doctoral students - participants of the Och! DOK Project at all Partner Institutes.
3. The motivation allowances are suspended during maternity /paternity or parental leave.
4. Suspension of the motivation allowances are connectet with the resignation the Och!DOK project participant.
5. The motivation allowances will be paid regardless/independ to the doctoral scholarship within the meaning of Art. 200 paragraph 1 Law on Higher Education (Dziennik Ustaw - Official Journal of Laws of 2005, No.164, item 1365, as amended) granted for doctoral students.
6. The motivation allowances will be paid monthly shall be transferred into a bank account provided by the OchDOK participant
7. The motivation allowances as a scholarship are exempt from income tax pursuant to art. 21 paragraph 1 point 137 of the Act of July 26, 1991 on personal income tax (Journal of Laws of 2016, item 2032, as amended).
8. The motivation allowance is granted for the Och!DOK Project Participant during the realization of the Interdyscyplinary Och!DOK project program and is paid no longer than to the end of project duration, 31st of August 2023 or achieve the Ph.D. title
9. The positive qualification during the recruitment procedure to the Project is the base of the motivation allowance payment
10. The prolongation of the motivation allowance payment depends on the OchDOK project Manager recommendation and according to the evaluation of the doctoral student achievements.
11. In the case if the Och!DOK participant ceases fulfill its responsibilities (attending with the obligatory classes, failure to participate in reporting sessions or failure to perform other obligations conducting with the project schedule, or after finding) the coordinator of the SD of the Partner Institute is obligated to submit a request to the Och!DOK Project Manager for suspension of motivation allowance payment. The Project Manager may invite the doctoral Student to clarify the situation or suspend this payment immediately. Doctoral student about the suspension of a motivation allowance is notified by correspondence e-mail address, provided by him. A doctoral student may appeal against the decision of the Project Manager to the Och!DOK through the Och!DOK Mediator within 14 days of the decision to suspend the allowance. The decision of suspension motivation allowance accepted by the Steering Committee's is final.

12. A person receiving the Och! DOK motivation allowance is obliged to inform the SD Coordinator of the parent Institute about situations that may affect on the suspension of the payment of the motivation allowance, in particular about the resignation of participation in doctoral studies realized under the Project.
13. The receiving a motivation allowance should not affect on any other benefits received by doctoral student.

IV. Final Provisions

§ 9

1. The student qualified to attend to the Och! DOK Project by signing the declaration of participation in the Och!DOK Project confirms that they have read the above regulations and accept its terms.
2. These Regulations with the attachments is available in the Project Office and on the Project website.
3. In matters not regulated by the Contract the provisions of the Civil Code shall apply.
4. Accession to the Och!DOK Project means to consent to the processing of personal data of Candidates by the Beneficiary of the POWER Och! DOK Project for purposes related to the administration of the project and their identification, in accordance with art. 13 section 1 and 2 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46 / EC (General Regulation on data protection) (Journal of Laws EU.L.2016.119.1).

Chairman of the Och!DOK
Project Program Council

Och!DOK Project Manager

Prof. Andrzej Ziemba

Prof. Andrzej Chwojnowski