

Regulations concerning terms and conditions of employment for the posts of postdoktor (post-doctoral research fellow), stipendiat (research fellow), vitenskapelig assistent (research assistant) and spesialistkandidat (resident)

Laid down by the Ministry of Education and Research on 31 January 2006 with amendments issued on 7 December 2006 pursuant to section 6-4, fourth paragraph, of the Act of 1 April 2005 No. 15 relating to universities and university colleges

Chapter 1 Provisions concerning the various posts

Section 1-1 General provisions

Pursuant to section 6-4 (1) (f) to (i) of the Act relating to universities and university colleges, appointment for a fixed term of years may be used for posts such as postdoktor (post-doctoral research fellow), stipendiat (research fellow), vitenskapelig assistent (research assistant) and spesialistkandidat (resident).

Section 1-2 Postdoktor (Post-doctoral research fellow)

- (1) The main objective of appointment as a postdoktor (post-doctoral research fellow) is to qualify for work in senior academic posts. Appointees are required to hold doctoral degrees.
- (2) Use of posts such as postdoktor (post-doctoral research fellow) is restricted to institutions with the right to award doctoral degrees.
- (3) When applying for a post-doctoral research fellowship, the applicant shall submit a project proposal for the qualifying work. This proposal shall include a progress plan. It is required that the applicant will be able to complete the project during the period of appointment.
- (4) The fixed term of the appointment shall be from two to four years. In the case of an appointment for more than two years the employer shall decide whether the employee shall be assigned compulsory duties in the form of teaching and similar work and the scope of any such compulsory duties.
- (5) A plan shall be prepared for the implementation of the project that constitutes the basis on which appointment to a post-doctoral research fellowship is made. This plan shall be included as part of, or as an annex to, the contract of employment for the fixed-term post and shall include a project description and progress plan.
- (6) The scope of any compulsory duties must be set out in the plan.
- (7) The plan must include information concerning the person(s) responsible for academic supervision of the employee. Both the supervisor and the employee are obliged to notify the employer of any failure to carry out the plan.

Section 1-3 *Stipendiat (Research fellow)*

- (1) The objective of a research fellowship is completion of research training to the level of a doctoral degree.
- (2) The objective of a research fellowship in the arts within the Programme for Research Fellowships in the Arts is an academic qualification at the level of associate professor.
- (3) The normal fixed term of appointment is four years with 25 per cent compulsory duties. The period of appointment shall include three years of pure research training.
- (4) The appointing authority shall decide the total length of the period in each case. Due consideration shall be paid to the scope of the compulsory duties, the necessary time frame and plan for completion of the project and the financial basis of the project.
- (5) A shorter period of appointment may be decided when the research fellow has already completed parts of his or her research training programme or when the appointment is based on a previous qualifying post (research fellow, research assistant, or the like) in such a way that the total time used for research training amounts to three years.
- (6) Within the Programme for Research Fellowships in the Arts the research fellowship period is stipulated to be three years.
- (7) Should the employer decide in a specific case to grant an application for 50 per cent or more part-time employment during the whole or part of the period, the period of appointment may be extended in such a way that research training or artistic development work is equal to three years full-time equivalent.
- (8) Admission to a doctoral degree programme is a condition for appointment as a research fellow. The final plan for research training shall be approved and regulated by contract at the latest three months after the appointment is taken up. The final date for admission to a doctoral degree programme must be stated in the contract of employment. The final date for submission of the final plan for the research training shall also be stated. The plan shall state the name of the person assigned the duty of supervising the research fellow. If an agreement concerning admission to a doctoral degree programme has not been concluded within the time limit stated in the contract of employment, this may give grounds for termination of the contract of employment by the employer.
- (9) Transfer to another doctoral degree programme may only be carried out by agreement with the employer. Transfer to a doctoral degree programme other than that stipulated by the contract of employment except by agreement with the employer may give grounds for termination of the contract of employment.
- (10) Admission by the board of the Programme for Research Fellowships in the Arts is a condition for appointment as a research fellow within the research fellowship programme for the arts.
- (11) Each year, a report shall be submitted concerning the progress of the organized research training. The research fellow and supervisor are jointly responsible for the report.

(12) The distribution of duties between research training and compulsory duties shall be stated in the contract of employment. The content of the compulsory duties besides research training should also be specified, cf. section 1-3 (13) and (14). It shall be specified which doctoral degree programme the research fellow is attached to.

(13) Compulsory duties besides research should as far as possible be relevant to the doctoral programme. Administrative duties shall be limited and should not normally constitute more than ten per cent of the total annual working hours.

(14) The institutions shall lay down their own guidelines for the content of the compulsory duties and for the distribution of duties during the period of appointment. The employer must ensure that such duties do not exceed the specified limit.

Section 1-4 *Vitenskapelig assistent (Research assistant)*

(1) A post as vitenskapelig assistent (research assistant) shall provide an opportunity for insight into academic work and methods. Duties shall lie at an academic level and shall consist of assistance in academic research. In association with this the research assistant may be assigned teaching, laboratory work and similar work. Such work shall not be of a character that requires research training. Such posts may not be filled by persons who have previously been employed as research fellows or who have attained equivalent competence.

(2) Appointments shall be made for periods of up to two years. The total employment period shall not exceed two years.

Section 1-5 *Spesialistkandidat (Resident)*

(1) The objective of a post as spesialistkandidat (resident) is recognition as a specialist in the field concerned.

(2) The post shall be used for specialist training in fields where there is a need to qualify personnel for posts requiring both specialist and research competence.

(3) A higher degree or equivalent higher education and practice in the field is required for appointment.

(4) The fixed term of the appointment shall be from two to four years. In the case of appointment for more than two years, the employer shall decide whether the employee shall be assigned compulsory duties in the form of teaching or similar work and the scope of any such compulsory duties. In the case of combination with a fellowship, appointment may be made in a 50 per cent residency from four to eight years.

In the case of specialist training in oral surgery and oral medicine, the fixed term of the appointment shall be from two to five years. In the case of combination with a fellowship, appointment in these fields may be made in a 50 per cent residency from four to ten years.

(5) A plan shall be prepared for carrying out of specialist training. The plan shall be included as part of or as an annex to the contract of employment for the fixed-term post.

(6) The plan must include information concerning the person(s) responsible for providing the employee with professional supervision. Both the supervisor and the employee are obliged to notify the employer of any failure to carry out the plan.

Chapter 2 Joint provisions

Section 2-1 Appointment for a fixed term

(1) No-one may be employed for more than one fixed term in the same category of post at the same institution.

(2) A contract of employment for a fixed-term post may not include provisions concerning severance pay.

Section 2-2 Working hours

Employees shall be covered by the statutes and agreements concerning working hours, holiday and sick leave that apply at any time.

Section 2-3 Leave and extension of the period of appointment

(1) With the exception of research assistants, leave to which employees are entitled pursuant to statutes or collective agreements shall not be taken into account in connection with the calculation of the period of appointment. The same shall apply to leading representatives in national organizations for these posts.

(2) Extension shall be granted for reduced working hours owing to care of children and close family pursuant to section 10-2, fourth paragraph, of the Working Environment Act.

(3) Leave may be granted to take up short-term temporary teaching and research posts, overseas fellowships and the like when this may be done without delaying the progress of the post-doctoral research fellowship project, doctoral degree course, artistic development work or specialist training by more than half a year. In such cases, the period of appointment may be extended correspondingly.

(4) Decisions concerning extension of the period of appointment shall be taken by the appointing body.

(5) In order to give grounds for extension, absence must amount to at least two continuous weeks.

(6) In the case of research fellows, the appointing body may in specific cases grant extension of the period of appointment owing to circumstances that have precluded the progression of the research training. Such circumstances may be special care burdens or unforeseen obstacles of a work nature for which the research fellow cannot be held responsible. When such circumstances result in delays, extension of the period of appointment may be granted, provided that the research fellow will be able to complete the research training before the expiry of the extension period.

(7) In the case of sick leave of less than two weeks' duration for post-doctoral research fellows and research fellows with compulsory duties, such leave should be distributed proportionately between the research work and the compulsory duties.

(8) In the case of research fellows with compulsory duties, two or more short legitimate absences of less than two weeks may give grounds for the exclusive reduction of the compulsory duties part when deemed necessary in order that the research fellow shall be able to complete the research training within the period of appointment.

Section 2-4 Supplementary regulations

Individual institutions may by regulations issue further provisions to these regulations.

Section 2-5 Commencement

These regulations shall enter into force immediately.