

# SCIENTIA FELLOWS II

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## **Guide for Applicants**

### **Call 4**

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### SCIENTIA FELLOWS II



*This project has received funding from the European Union's Horizon 2020 research and innovation programme under the Marie Skłodowska-Curie grant agreement No 801133.*

## 1. About SCIENTIA FELLOWS

### 1.1 Programme description

SCIENTIA FELLOWS is a research fellowship programme in the field of Health Life Sciences launched and managed by the Faculty of Medicine at the University of Oslo. It is partly funded by the EU Horizon 2020 under the Maria Skłodowska-Curie scheme – Co-funding of Regional, National and International Programmes (COFUND).

SCIENTIA FELLOWS II is a continuation of the EU FP7 SCIENTIA FELLOWS I (2013-2019) programme, and has as its goal the stimulation and promotion of the training and career development of experienced researchers (post-doctoral) through transnational mobility to leading research environments in Health Life Sciences.

SCIENTIA FELLOWS II is committed to support researchers by providing them excellent research environment with opportunities for career development of new skills - both research and transferable. The programme supports innovation activities and cross-sectoral collaborations. All this contributes to the advancement of the researchers' careers and increases their employability.

The programme provides two types of fellowships:

- **Incoming** – for post-doctoral researchers from all over the world (who have not resided or carried out their main activity in Norway for more than 12 months in the last 3 years immediately prior to the Call deadline) willing to conduct their research work at the University of Oslo. Length of the fellowships varies between 12-24 months.
- **Outgoing** – for post-doctoral researchers, who apply to work as a seconded/visiting researcher in a host organization outside Norway (provided that they have not resided or carried out their main activity in the country of the host organization for more than 12 months in the last 3 years immediately prior to Call deadline), and to continue with a second phase at the University of Oslo. Length of the fellowships is 24 months (12 months outside Norway and 12 months in Norway).

For more details, please see section 2.1 of this Guide.

### 1.2 Participants

An Applicant, in cooperation with a chosen Host, can submit an application for SCIENTIA FELLOWS II programme. A complete list of Hosts and thematic areas is available with the Call.

An Applicant refers to an experienced researcher complying with the eligibility rules described hereafter (see section 2.1 'Eligibility'), who applies for transnational mobility (incoming or outgoing fellowship scheme).

A Host is a person who offers a fellowship and will collaborate with an Applicant on an application and a project proposal. Later, if the application is successful in the evaluation process, the Host is supervising and mentoring the Fellow at a Host organization.

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A Host organization refers to an institution, a partner in the SCIENTIA FELLOWS programme, hosting an incoming or an outgoing Fellow during the whole or a part of the research project. The Programme's website provides the list of Hosts eligible for SCIENTIA FELLOWS. The list of Hosts varies from Call to Call.

### 1.3 Key elements of the programme

SCIENTIA FELLOWS offers:

- Excellent research environments
- International collaboration and networking
- Cross-sectoral opportunities
- Career advancement
- Good working conditions
- Access to research and transferable skills training
- Access to special career development programmes: [Postdoctoral programme](#) and [School of Health Innovation](#)



## 2. Application and evaluation

### 2.1 Eligibility

To be eligible, an Applicant may be of **any age** and **nationality** and must be **fluent in English**, both written and spoken, and comply with the following criteria:

#### 1. Experience

Applicants should be experienced researchers, i.e. must have a **PhD degree awarded**, or, in absence of such, have at least four years of full-time equivalent research experience since obtaining their university degree. In the latter case, the research experience is measured from

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the time when the researcher obtained a degree allowing them to embark on a doctorate. This experience must be documented by employment contracts or equivalent.

Those who are in the process of finalizing their PhD can also apply, but to be eligible they must have their PhD diploma awarded before July 2022. In those cases, evidence will be required. Applicants need to include a statement signed by the current supervisor that they will obtain the PhD degree (diploma) before July 2022. The absence of such declaration will make the Candidate ineligible. Further, if diploma is not presented to Scientia Fellows Office (SFO) before 1 July 2022, the application will be disqualified.

## 2. Mobility

Mobility requirements depend on the chosen fellowship scheme (incoming/outgoing). In both cases, in order to be eligible, the Applicant must **not have resided or carried out his/her main activity** (work, studies, etc.) in the country of the Host organization **for more than 12 months in the last 3 years** immediately prior to the Call deadline.

Note: Be reminded that the Applicant may be asked to present a proof of the above, such as certificate of residence or other evidence.

## 3. Complete application

An eligible application must be:

- in English in clearly readable font (e.g. Times New Roman, Arial, Calibri), font size of minimum 11 points, except for the Gantt chart and tables where the minimum font size is 8 points. Single line spacing; margins (top, bottom, left, right) of at least 15 mm (not including any footers or headers)
- submitted within the Call 4 deadline
- complete, and include the following attachments uploaded in the portal:
  - Att. 1 CV
  - Att. 2 Project proposal
  - Att. 3 Statement from the Host
  - Att. 4 Ethics table

Requested supporting documents:

- a copy of the PhD diploma attached\*

\*If the degree is not yet awarded, a declaration from the supervisor, institution representative or a document confirming/signed confirmation that the diploma will be awarded before July 2022 must be included. The Applicant must contact SFO by email immediately after the Call deadline to arrange for the diploma to be forwarded.

If diploma is not presented to SFO before July 2022, the application will be disqualified.

OBS! Documentation of academic degrees must be in English, or an officially approved translation must be included (max. 1 MB).



- If no PhD has been obtained or will be defended by July 2022, a career description proving at least four years of full-time experience by the Call deadline (such as contract or employer certificate) has to be attached.

### **Fellowship start date**

Successful candidates must be available for starting the fellowship within 3 months of the notification by the SFO.

Before the evaluation, SFO checks the eligibility criteria. Proposals, which do not fulfill these criteria, will be rejected and excluded from scientific evaluation.

## **2.2 Application steps**

The application must be submitted through the JobbNorge application portal.

For an application to be valid, the candidate must submit a complete set of documents via the portal. Templates are available for downloading on the [Programme website](#).

A complete application consists of the four components and supporting documents:

- Att. 1 CV
- Att. 2 Project proposal
- Att. 3 Statement from the Host
- Att. 4 Ethics table

Supporting document: PhD diploma or an official statement that it will be presented to SFO ([scientia-fellows@medisin.uio.no](mailto:scientia-fellows@medisin.uio.no)) before 1 July 2022 (see section 2.1 of this Guide).

Please save and upload all attachments with your surname in the file name, e.g. SURNAME\_Att.3

The application portal "JobbNorge" has a field for 'application text' and a standard 'CV'. We ask you not to fill in any application text in the portal (you may type your chosen thematic area in order to get to the next step), and to only fill in your personal details in the CV stage. Your attached CV and other documents listed above will form the basis for the evaluation process.

Please note that before commencing the preparation of a research proposal, the Applicant must contact the Host to discuss the thematic area and possibilities of cooperation.



**Application steps:**

1. Read the application requirements and make sure you are eligible for the chosen fellowship scheme.
2. Choose the thematic area of interest and the Host (the list of Hosts who are participating in the Call is available on the website, together with the contact details and the research area in focus).
3. Contact the Host.  
For the outgoing fellowships: Remember to contact both Hosts (enlisted for the two phases of the fellowship - in and out of Norway).  
You can contact your Host by sending your expression of interest in a fellowship, résumé, etc. Later you can also schedule a Skype meeting or use any other convenient form of communication.  
You and the Host are free to discuss the concept of your research proposal and common interests, as well as cooperation possibilities, plans and expectations before starting to prepare your application.
4. When the chosen Hosts accept your candidacy, they need to fill in attachment 3 of the "Application Package", i.e. Confirmation statement from the Host.  
Remember to save this attachment and upload it with the remaining documents, as it is an integral part of the application. If you are applying for an outgoing fellowship, you need a Host statement from both Hosts
5. You can submit the application at any date from the date Call opens, until 24:00, midnight, of the deadline date. Late or incomplete applications will not be accepted.

**Reasons for rejection:**

- Failure to meet any of the eligibility criteria
- Incomplete application
- Lack of supporting documents (PhD diploma or equivalent, see 2.1)
- Language (only applications in English will be submitted for evaluation)
- Submission after the deadline
- Submission of more than one proposal by one Applicant in the same Call



## 2.3 Evaluation steps

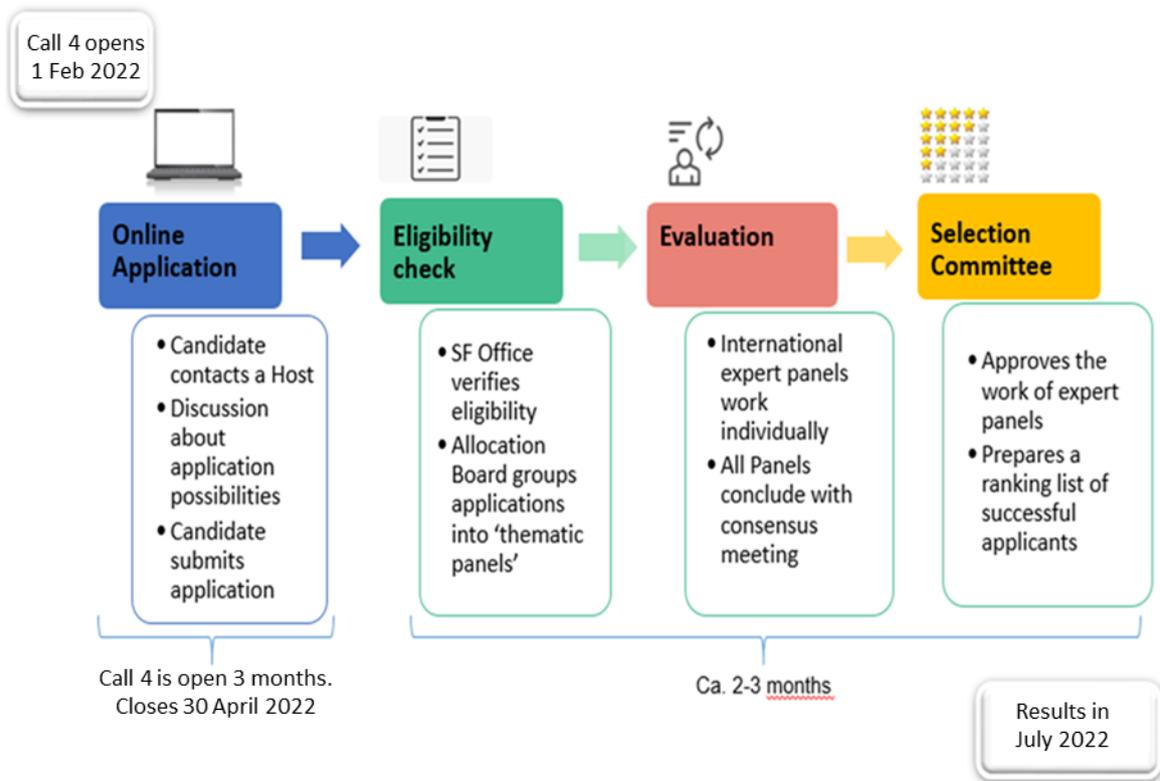


Fig 2. Application and evaluation steps in addition to the timeframe of the whole procedure

The evaluation and selection process will take up to 3 months following the proposal submission deadline.

After the deadline of the Call, the following steps are involved:

### 1. Eligibility check

SFO at the University of Oslo will check that each application fulfills all the eligibility criteria, namely:

- Completeness of the application
- Level of research experience (doctorate completed, or at least four years of full-time equivalent research experience documented, or a declaration from the institution where PhD is prepared that the degree will be granted before 1 July 2022)
- Trans-national mobility (related eligibility, i.e. that researchers must not have resided or carried out their main activity (work, studies, etc.) in the country of the chosen host organization for more than 12 months in the 3 years immediately prior to the Call deadline).

## 2. Expert Panels

Independent international expert evaluators organized into Panels assess all eligible applications. The Experts Panels are drawn up by the Allocation Board who will make sure that all the Call areas and interdisciplinary aspects are covered, as well as that the whole procedure complies with the rules of ‘Selection of experienced researchers’, Annex III, section III.3 of the Marie Curie Grant Agreement.

At least three experts will assess each proposal independently. The composition of Expert Panels will be in line with the "European Charter for Researchers and Code of Conduct for their Recruitment", especially in terms of diverse competence, gender balance, and inclusion of members from different countries. Experts will perform evaluations on a personal basis, not as representatives of their employer, country or any other entity. They will be independent, impartial and objective, and behave in a professional manner.

Experts will sign an appointment letter, including a non-disclosure agreement, and will be asked to declare any possible conflict of interests before commencement of their work.

## 3. Selection

Candidates will be evaluated based on 1) excellence of the candidate, proposal and transfer of knowledge during the fellowship, 2) implementation of the project, and 3) impact of the fellowship on the fellow’s career prospects and scientific aspects.

Once the evaluators have completed their individual remote assessment, they will hold a remote consensus meeting, managed by the Panel Chair, in order to agree on the final marks. Subsequently, an evaluation report will be drawn up and delivered to the SFO.

### Evaluation criteria

Excellence	Implementation	Impact
<b>Excellence of the candidate</b> <ul style="list-style-type: none"> <li>•scientific merits</li> <li>•independence</li> </ul>	<b>Project organization and work plan</b> <ul style="list-style-type: none"> <li>•coherence and effectiveness of the work plan</li> </ul>	<b>Scientific impact</b> <ul style="list-style-type: none"> <li>• credibility of the outlined scientific impact</li> </ul>
<b>Quality of the project</b> <ul style="list-style-type: none"> <li>•quality of the research questions and objectives</li> <li>•appropriateness of the methodology</li> <li>•originality and innovative aspects of the project</li> </ul>	<b>Feasibility of the project</b> <ul style="list-style-type: none"> <li>•the extent to which the available infrastructure and resources are aligned with the project objectives</li> <li>•appropriateness of the risk management</li> <li>•appropriateness of the progress-monitoring mechanisms</li> </ul>	<b>Impact of the fellowship on the fellow’s career</b> <ul style="list-style-type: none"> <li>•enhancing the future career prospects of the researcher after the fellowship</li> </ul>
<b>Quality of the transfer of knowledge</b>	<b>Ethical considerations</b>	<b>Dissemination and exploitation</b>

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<ul style="list-style-type: none"> <li>•quality and appropriateness of the two way transfer of knowledge</li> <li>•benefits for the fellow</li> </ul>	<ul style="list-style-type: none"> <li>•are ethical issues of the project described in a satisfactory manner?</li> </ul>	<ul style="list-style-type: none"> <li>•quality of measures to disseminate and exploit project results</li> </ul> <p><b>Communication</b></p> <ul style="list-style-type: none"> <li>•quality of the measures to reach a wider audience</li> </ul>
Score 0-5 (threshold is 3)	Score 0-5 (threshold is 3)	Score 0-5 (threshold 3)
Total score (max 15, threshold is 9)		

Each criterion will be scored out of 5. Decimal points may be given.

The scores indicate the following with respect to the criterion under examination:

- 0 – Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.
- 1 – Poor. The criterion is inadequately addressed, or there are serious inherent weaknesses.
- 2 – Fair. Proposal broadly addresses the criterion, but there are significant weaknesses.
- 3 – Good. Proposal addresses the criterion well, but a number of shortcomings are present.
- 4 – Very Good. Proposal addresses the criterion very well, but a small number of shortcomings are present.
- 5 – Excellent. Proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

#### 4. Final ranking

Following the assessment of the Expert Panels, the Selection Committee will establish the final ranking list with Fellows accepted for funding. This Committee is composed of independent observers, representatives of each Expert Panel (Chairpersons) and the Committee chairperson from the University of Oslo.

The Selection Committee will discuss all project proposals with the highest scores and draw up a final ranking list in order to make the formal recommendations for funding of individual Fellows.

Ethical issues that may have arisen in the proposals recommended for funding will be reviewed and cleared. This process must be completed before any offer of funding can be made and projects start.

SFO will inform the applicants about the outcome of the selection process by sending the evaluation results via email to the email address registered in the JobbNorge application portal.

Selected candidates have to communicate their acceptance of the offer and the starting date of their fellowship to the SFO within 10 days of receiving the email notification of the successful application.

#### 5. Redress

Unsuccessful applicants can request a redress of the evaluation within 3 working days after the receipt of the final evaluation results if they feel there are shortcomings with scientific evaluation.

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The applicants must provide a clear explanation of the basis for the redress using the Scientia Fellows Redress template. The redress will be submitted by mail and the Chair of the Selection Committee will assess the redress and may request the Panel Chair of the specific Expert Panel to reassess the application. In certain cases, for example if there are mistakes on formal eligibility, the Chair may act independently of the Expert Panel and together with the Selection Committee make a final decision and change the decision.

### 3. The Fellowships

#### 3.1 Terms and conditions

A Fellow of the SCIENTIA FELLOWS programme will be appointed under a fixed term employment contract with the University of Oslo. The place of work will depend on the Host institution's location.

The salary of a Fellow will be calculated according to step 59 of University of Oslo's system, where gross salary (with living and mobility allowances already included) amounts to 534 400 NOK/year (the salary level will be assessed for each individual employee based on current regulations).

The net salary will be paid after the deductions of tax, when applicable. For information on the Norwegian tax system, please see: <https://www.uio.no/english/about/jobs/ismo/before-arrival/taxes/>

Arranging additional health insurance is an advisable option for Fellows during their fellowship outside Norway.

In addition, there will be research cost support amounting to 54 600 NOK per fellowship year. This amount can cover costs related to your research (e.g. lab consumables), but also support participation at conferences, network meetings, courses and other activities enhancing your career prospects.

For further information related to moving and settling in Norway, please visit the website of International Staff Mobility Office ([ISMO](#)). If you receive and accept an employment contract with University of Oslo, you may contact ISMO who supports incoming international staff, PhD candidates, guest researchers and their families with relocation to University of Oslo.

#### 3.2 Career development plan

Each Fellow has a Host who is a researcher at University of Oslo. Outgoing Fellows have in addition a second Host for the phase outside Norway. The Host has a role as a fellowship supervisor who provides guidance on scientific matters and supports the Fellow's career advancement.

During the first month after the start of employment, the Hosts and Fellow need to have a 'fellowship start-up meeting', during which they discuss the planned work, the integration of the Fellow in the group, progress monitoring approach and draft a Career Development Plan (CDP).



The CDP should be developed with an aim of strengthening the Fellow's further development, and must take into account the Fellow's preferences and Host's knowledge of possibilities available at University of Oslo or the institution offering the outgoing fellowship.

The CDP should focus on broadening the competences of the Fellow, particularly in terms of multi-/interdisciplinary expertise, inter-sectoral experience and transferable skills.

Host and Fellow are expected to further develop or revise the plan every year. The CDP will be part of the fellowship yearly reporting.

### 3.3 Secondments and short visits

During the fellowship (both incoming and outgoing), in order for the Fellows to undertake meaningful cooperation and exposure to non-academic sectors, the programme offers the following possibilities:

- **Secondment** 1-6 months: A longer research stay with an organization preferably from a different sector than academia (i.e. company, industry, international organization, government etc.) with an assigned local supervisor. However, an academic secondment abroad is also possible.

\*The secondment phase can be a single period or can be divided into shorter mobility periods. It can take place at one or more organizations, which can be located in the same country as the Host. The duration depends on the duration of fellowship. For fellowships shorter than 18 months, the max duration of secondment is 3 months. For those longer than 18 months, the secondment can last up to 6 months.

Fellows also have opportunities to carry out short visits to any other partners of the programme.

- **short visit** up to 14 days: Research stay in a different organization, with or without a change of sector.

Details of both will be agreed with the Hosts and SFO.

### 3.4 Reporting

Fellows are expected to deliver short project progress reports at the end of each fellowship year together with a revised CDP to the SFO.

A Final Report has to be presented at the end of the fellowship, 10 days before the termination of the fellowship.

Templates for the reports are available on SCIENTIA FELLOWS website.

A minimum of one publication is expected to be produced for each fellowship.



#### 4. IPR

All Fellows of the SCIENTIA FELLOWS programme are employed by the University of Oslo. Research results with a commercial potential will be governed by the general IPR-policy adopted by University of Oslo <https://www.uio.no/english/about/regulations/research/intellectual-property/> Together with your Host, please contact Inven2 for further information at [www.Inven2.com/en](http://www.Inven2.com/en)

#### 5. Ethics Issues

Scientia Fellows aims to secure high ethical standards, and the Programme adheres to the European Commission's ethical principles of Horizon 2020. All research projects in the programme must abide with EU and national/local ethics regulations of the Host organizations, both for outgoing and incoming mobility. The Ethics Issues table (attachment 4) is an integral part of applications. With the assistance of the Host, an Applicant should identify and abide by any appropriate national regulations concerning ethical issues in research. Applicants and Hosts are responsible to request all necessary ethics approvals for the research projects. If a proposal raises any ethical issues, the Applicant has to present a plan and expected timing for obtaining any required permissions or documentation.

Projects may not start before the necessary ethics approvals are in place.

Research areas excluded from funding:

- Research activities aiming at human cloning for reproductive purposes
- Research activities intended to modify the genetic heritage of human beings which could make such changes heritable
- Research activities intended to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer

If the proposal contains sensitive ethics issues (as specified in the 'ethics issue table'), expert evaluators will be asked to give their short assessment. Those proposals who are suggested for funding will then be passed on to SF Ethics Committee. The Committee role will be to prepare recommendations for action in case further approvals are needed. As a general principle, projects will not be allowed to start before the necessary approvals are in place.

When research proposals will involve human embryonic stem cells (hESC) the EC/REA Project Officer will be informed and relevant procedure involving EC Ethics review will be initiated. Project will not be able to start before that clearance is secured and documented.

Where research proposals will involve hESC, the following specific points have to be addressed:

- Applicants should demonstrate that the project aims to advance scientific knowledge in basic research, to increase medical knowledge for the development of diagnostic, preventive or therapeutic methods to humans.
- Applicants must document that appropriate validated alternatives (in particular, stem cells from other sources or origins) are not suitable and/or available to achieve the expected goals of the proposal. The applicants should take into account the legislation,

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regulations, ethical rules and/or codes of conduct in place in the country(ies) where the research using hESC is to take place;

- The applicants should ensure that all hESC lines are derived with the donor(s) express, written and informed consent, provided freely, in accordance with national legislation prior to the procurement of the cell. Use of human Induced Pluripotent Stem Cells (iPSC) should be considered as alternatives whenever possible.

Use of animals:

Where animals are used in research, we will adhere to the 3Rs (Replace, Reduce, Refine) principle. Projects need to describe which measures are taken to apply the 3R principle. Numbers of animals should be specified. Describe what happens to the animals after the experiments.

Approvals must be archived by the Hosts for future reference.



## 6. Annex I

## ETHICS SELF-ASSESSMENT – PART A – ETHICS ISSUES TABLE

1. Human embryo/foetus		YES	NO
Does the proposed research involve human embryos?		<input type="checkbox"/>	<input type="checkbox"/>
Does the proposed research involve human foetal tissue/cells?		<input type="checkbox"/>	<input type="checkbox"/>
Does the proposed research involve human embryonic stem cells (hESCs)?		<input type="checkbox"/>	<input type="checkbox"/>
	Are the hESCs previously established cells lines?	<input type="checkbox"/>	<input type="checkbox"/>
	Will the hESCs be directly derived from embryos within this project?	<input type="checkbox"/>	<input type="checkbox"/>
I CONFIRM THAT <b>NONE</b> OF THE ABOVE ISSUES APPLY TO MY PROPOSAL		<input type="checkbox"/>	

*Please note: Research projects that plan to use Human embryonic stem cells must obtain an approval of The Regional Committees for Medical and Health Research Ethics in Norway (REC). Scientia Fellows projects cannot start before they have gone through EC ethics review and obtained an approval in writing from the Research Executive Agency (REA).*

2. Human cells/tissues		YES	NO
Does your research involve human cells or tissues ( <i>other than from human embryos/foetuses</i> )?		<input type="checkbox"/>	<input type="checkbox"/>
	Are they available commercially?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they obtained within this project?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they obtained within another project, lab or institution?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they deposited in a biobank?	<input type="checkbox"/>	<input type="checkbox"/>
I CONFIRM THAT <b>NONE</b> OF THE ABOVE ISSUES APPLY TO MY PROPOSAL		<input type="checkbox"/>	

3. Humans		YES	NO
Does your research involve human participants?		<input type="checkbox"/>	<input type="checkbox"/>
	Are they volunteers for social or human sciences research?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they persons unable to give informed consent (including children/minors)?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they vulnerable individuals or groups?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they children/minors?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they patients?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they healthy volunteers for medical studies?	<input type="checkbox"/>	<input type="checkbox"/>
Does your research involve physical interventions on the study participants?		<input type="checkbox"/>	<input type="checkbox"/>

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Does it involve invasive techniques (e.g. collection of human cells or tissues, surgical or medical interventions, invasive studies on the brain, TMS etc.)?	<input type="checkbox"/>	<input type="checkbox"/>
Does it involve collection of human biological samples or the use of already collected samples?	<input type="checkbox"/>	<input type="checkbox"/>
I CONFIRM THAT <b>NONE</b> OF THE ABOVE ISSUES APPLY TO MY PROPOSAL	<input type="checkbox"/>	

Please give details regarding informed consent that has been obtained or will be obtained in Part B. For research involving processing of genetic information, see also section 4 of the table (below)..

4. Personal data	YES	NO
Does your research involve processing of personal data?	<input type="checkbox"/>	<input type="checkbox"/>
Does it involve the processing of special categories of personal data (e.g. genetic, health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)?	<input type="checkbox"/>	<input type="checkbox"/>
Does it involve processing of genetic, biometric or health data?	<input type="checkbox"/>	<input type="checkbox"/>
Are the data anonymized?	<input type="checkbox"/>	<input type="checkbox"/>
Are the data de-identified?	<input type="checkbox"/>	<input type="checkbox"/>
Are the data pseudonymized?	<input type="checkbox"/>	<input type="checkbox"/>
Are the data identifiable?	<input type="checkbox"/>	<input type="checkbox"/>
Does it involve profiling, systematic monitoring of individuals or processing of large scale of special categories of data, intrusive methods of data processing (such as, tracking, surveillance, audio and video recording, geolocation tracking etc.) or any other data processing operation that may result in high risk to the rights and freedoms of the research participants?	<input type="checkbox"/>	<input type="checkbox"/>
Is the profiling, systematic monitoring of individuals or processing of large scale of special categories of data, intrusive methods of data processing done manually or via artificial intelligence?		
Does the project have a Data protection impact assessment (DPIA), or is a DPIA planned?	<input type="checkbox"/>	<input type="checkbox"/>
Does your research involve further processing of previously collected personal data (including use of preexisting data sets or sources, merging existing data sets)?	<input type="checkbox"/>	<input type="checkbox"/>
Does your research involve publicly available data?	<input type="checkbox"/>	<input type="checkbox"/>
Is it planned to import personal data from non-EU countries into the EU?	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">CLICK TO ENTER TEXT – specify the countries involved</a>		
Is it planned to export personal data from the EU to non-EU countries?	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">CLICK TO ENTER TEXT – specify the countries involved</a>		
I CONFIRM THAT <b>NONE</b> OF THE ABOVE ISSUES APPLY TO MY PROPOSAL	<input type="checkbox"/>	

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Norway is considered an EU country with regards to the import/export of research/personal data.

5. Animals		YES	NO
Does your research involve animals?		<input type="checkbox"/>	<input type="checkbox"/>
	Are they vertebrates?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they non-human primates?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they genetically modified?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they cloned farm animals?	<input type="checkbox"/>	<input type="checkbox"/>
	Are they endangered species?	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">CLICK TO ENTER TEXT - Please indicate the endangered species involved</a>			
I CONFIRM THAT <b>NONE</b> OF THE ABOVE ISSUES APPLY TO MY PROPOSAL		<input type="checkbox"/>	

6. Third countries		YES	NO
In case non-EU countries are involved, do the research related activities undertaken in these countries raise potential ethics issues?		<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">CLICK TO ENTER TEXT - specify the countries involved</a>			
Is it planned to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?		<input type="checkbox"/>	<input type="checkbox"/>
Do you plan to import any material from non-EU countries into the EU? <i>For data imports, please fill in also section 4.</i> <i>For imports concerning human cells or tissues, fill in also section 3.</i>		<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">CLICK TO ENTER TEXT - specify material and countries involved</a>			
Do you plan to export any material from the EU to non-EU countries? <i>For data exports, please fill in also section 4.</i> <i>For exports concerning human cells or tissues, fill in also section 3.</i>		<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">CLICK TO ENTER TEXT - specify material and countries involved</a>			
If your research involves low and/or lower middle income countries, are benefits-sharing actions planned?		<input type="checkbox"/>	<input type="checkbox"/>
Could the situation in the country put the individuals taking part in the research at risk?		<input type="checkbox"/>	<input type="checkbox"/>
I CONFIRM THAT <b>NONE</b> OF THE ABOVE ISSUES APPLY TO MY PROPOSAL		<input type="checkbox"/>	

7. Environment, health and safety		YES	NO
Does your research involve the use of elements that may cause harm to the environment, to animals or plants? <i>For research involving animal experiments, please fill in also section 5.</i>		<input type="checkbox"/>	<input type="checkbox"/>
Does your research deal with endangered fauna and/or flora and/or protected areas?		<input type="checkbox"/>	<input type="checkbox"/>

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Does your research involve the use of elements that may cause harm to humans, including research staff? <i>For research involving human participants, please fill in also section 2.</i>	<input type="checkbox"/>	<input type="checkbox"/>
I CONFIRM THAT <b>NONE</b> OF THE ABOVE ISSUES APPLY TO MY PROPOSAL	<input type="checkbox"/>	

8. Dual use	YES	NO
Does this research involve dual-use items in the sense of Regulation 428/2009, or other items for which an authorisation is required?	<input type="checkbox"/>	<input type="checkbox"/>
I CONFIRM THAT <b>NONE</b> OF THE ABOVE ISSUES APPLY TO MY PROPOSAL	<input type="checkbox"/>	

9. Exclusive focus on civil applications	YES	NO
Could your research raise concerns regarding the exclusive focus on civil applications?	<input type="checkbox"/>	<input type="checkbox"/>
I CONFIRM THAT <b>NONE</b> OF THE ABOVE ISSUES APPLY TO MY PROPOSAL	<input type="checkbox"/>	

10. Misuse	YES	NO
Does your research have a potential for misuse of research results?	<input type="checkbox"/>	<input type="checkbox"/>
Are there any other ethics issues that should be taken into consideration?	<input type="checkbox"/>	<input type="checkbox"/>
<a href="#">CLICK TO ENTER TEXT – please specify additional ethics issues</a>		

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**ETHICS SELF-ASSESSMENT – PART B – ADDITIONAL INFORMATION**

**If you have identified ethical issues in the Ethical Issues Table - Part A, you may fill in this part. For further guidance, see the document:**

[how-to-complete-your-ethics-self-assessment\\_en.pdf \(europa.eu\)](#)

The description must:

a) describe how the proposal meets the national legal and ethical requirements of the country or countries where the tasks raising ethical issues are to be carried out;

b) explain in detail how you intend to address the issues in the ethical issues table, in particular as regards:

- research objectives (e.g. study of vulnerable populations, dual use, etc.)
- research methodology (e.g. clinical trials, involvement of children and related consent procedures, protection of any data collected, etc.)
- the potential impact of the research (e.g. dual use issues, environmental damage, stigmatisation of particular social groups, political or financial retaliation, benefit-sharing, misuse, etc.).

c) provide the documents that you need under national law (if you already have them), e.g.:

- an ethics committee opinion;
- the document notifying activities raising ethical issues or authorising such activities

If these documents are not in English, you must also submit an English summary of them (containing, if available, the conclusions of the committee or authority concerned). If you plan to request these documents specifically for the project you are proposing, your request must contain an explicit reference to the project title.

