**TO THE DIRECTOR GENERAL**

**OF THE POLITECNICO DI MILANO**

**Piazza Leonardo da Vinci 32**

**20133 MILAN**

**Application for participation in the selection procedure for 1 Junior researcher on a fixed-term contract for the Academic Recruitment Field 08/E2 - CONSERVATION, RESTORATION AND HISTORY OF ARCHITECTURE - Academic Discipline ICAR/19 - CONSERVATION AND RESTORATION OF ARCHITECTURE - ICAR/18 - HISTORY OF ARCHITECTURE, in the Department of Architettura e Studi Urbani, issued with Directorial Decree no. 2290, dated 21/03/2019 with reference to the notice published in the O.G. 12/04/2019, n.29.**

**PROCEDURE CODE: 2019\_RTDA\_DASTU\_2**

The undersigned \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

born in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Province \_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

resident in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Province\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ Postcode\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

tel. / mob. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Italian certified e-mail address (PEC) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

address (if different from residence) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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aware that the statements below are self-certifications (declarations in lieu of certification and notarial deed) pursuant to articles 46 and 47 of the D.P.R. no. 445/2000;

aware of the penal sanctions foreseen in case of false declarations as established by art. 76 of Presidential Decree 445/2000,

**HEREBY DECLARES:**

1. to be a/an \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ citizen (indicate nationality);

2. to enjoy the political rights of his/her country or of the country of origin, or the reasons for the lack of enjoyment of political rights \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

3. to be registered in the electoral roll of the municipality of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

4. not to have criminal convictions \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;[[1]](#footnote-1)

5. not to have pending criminal proceedings \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;[[2]](#footnote-2)

6. not to have been dismissed or dispensed from employment in Public Administration for continued insufficiency of performance or not to have been declared no longer in force as a civil servant, pursuant to article 127, paragraph 1, point D) of Presidential Decree no. 3 of 10.01.1957;

7. to be in the following position concerning military service \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

8.not to have been employed at the Politecnico di Milano or other Italian, public, private or online universities or bodies listed in paragraph 1 of art. 22 of Law 240/2010 for a period that, including the duration of the contract related to this call for applications, exceeds comprehensively 12 years;

9. not to have conjugal nor family relationship or other degree of kinship or affinity up to the fourth degree, not to be in same-sex civil union (as per art. 1 of Law No. 76 of 20.05.2016) and not to form a cohabiting couple (as per art. 1, paragraphs 37 et seq. of Law No. 76 of 20.05.2016) with:

- a Professor in the Department of Architecture and Urban Studies;

- the Rector of the Politecnico di Milano;

- the Director General of the Politecnico di Milano;

- a Member of the Board of Governors of the Politecnico di Milano;

and agrees to notify the University in the event of any of the above forms of kinship forming at a later date.

10. to possess the title of Doctor of Philosophy in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ awarded on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the \_\_\_\_\_\_\_\_\_\_\_\_\_ academic year by the Politecnico di Milano / University of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with this assessment \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

11. tick the box and complete

**□** not to be currently in salaried employment, i.e. employed by a public or private body, with long-term, short-term or part-time contract;

**□** to be currently in salaried employment, i.e. employed by a public authority with long-term/short-term contract, and, should I be awarded the contract, I resign/ask for leave of absence (unpaid);

12. to have the qualifications declared in my curriculum vitae and generally that all information declared in my curriculum vitae, including statements regarding qualifications, professional activities, scientific production and teaching activities, is true to the best of my knowledge.

=================================================================================

The undersigned hereby certifies the truth of the above statements and agrees to prove it by presenting the required documents.

The undersigned hereby declares to be informed that the personal data collected will be processed pursuant to and for the scope of the Regulation (EU) 2016/679 (GDPR) with the modalities and for the purposes of the selection call for which the present application form is sent and I authorize their treatment.

The applicant encloses with this application form:

1. scientific and professional curriculum;
2. a photocopy of a valid identification document (passport, identity card or driving licence);
3. qualifications deemed useful to prove the applicant is suitable for performing research activities, in original or by a substitutive notary deed declaration (Annex A - forms);
4. a copy of the payment receipt of the participation fee, as required by the call for applications;
5. the originals (or suitably certified copies) of the academic qualifications obtained abroad;
6. the originals or true copies certified via substitutive notary deed declaration of scientific publications (Annex B – forms) of **up to a maximum of 12 scientific publications**; **the PhD thesis is considered as a publication and, if attached, contributes to the maximum number of publications that can be submitted**);
7. a copy of the of the residence permit (or receipt of application for the residence permit), only for non-EU citizens who already possess it;
8. a signed list of the submitted documents, qualifications and publications;
9. **digital copy of all the documents**.

**(For citizens of States not belonging to the European Union and not legally residing in Italy)**

The applicant encloses with this application form:

1. scientific and professional curriculum;
2. a photocopy of a valid identification document (passport, identity card or driving licence);
3. qualifications deemed useful to prove the applicant is suitable for performing research activities (originals or suitably certified copies);
4. a copy of the payment receipt of the participation fee, as required by the call for applications;
5. the originals (or suitably certified copies) of the academic qualifications obtained abroad;
6. the originals of **up to a maximum of 12 scientific publications**; **the PhD thesis is considered as a publication and, if attached, contributes to the maximum number of publications that can be submitted**);
7. a signed list of the supplied documents, qualifications and publications;
8. **digital copy of all the documents**.

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ANNEX A

**SUBSTITUTES DECLARATIONS OF CERTIFICATIONS AND SUBSTITUTIVE NOTARY DEED DECLARATIONS**

(ARTICLES 461 AND 472 OF PRESIDENTIAL DECREE no. 445 of 28.12.2000)

## The undersigned\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## (surname) (name)

## tax code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_born in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Province (\_\_\_\_\_) on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## resident in\_\_\_\_\_\_\_\_\_\_\_\_\_Province (\_\_\_\_) in St.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ no. \_\_\_\_\_Postcode \_\_\_\_\_\_\_\_\_\_\_\_\_\_

## telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## aware of the criminal sanctions imposed in case of false declarations, of preparation and use of false documents recalled in art.763 of Presidential Decree 445 of 28 December 2000, as well as the additional sanctions pursuant to art. 754 of said Presidential Decree 445 of 28 December 2000, consisting in the loss of any benefits ensuing from the provision issued on false declaration,

**DECLARES POSSESSION OF THE FOLLOWING QUALIFICATIONS:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### The declarant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pursuant to art. 385 of Presidential Decree 445 of 28 December 2000, the declaration is signed by the interested party in the presence of the delegated employee, or signed or sent together with a non-authenticated photocopy of an identity document of the declarant to the appropriate office by fax, a delegated person or by post.

ANNEX B

**SUBSTITUTIVE NOTARY DEED DECLARATIONS**

(ART. 472 of D.P.R no. 445 dated 28.12.2000)

## The undersigned \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## (surname) (name)

## tax code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_born in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Province (\_\_\_\_\_) on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## resident in \_\_\_\_\_\_\_\_\_\_\_Province (\_\_\_\_) in St.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ no. \_\_\_\_\_\_\_ Postcode \_\_\_\_\_\_\_\_\_\_\_\_\_

## telephone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## aware of the criminal sanctions imposed in case of false declarations, of preparation and use of false documents recalled in art.763 of Presidential Decree 445 of 28 December 2000, as well as the additional sanctions pursuant to art. 754 of said Presidential Decree 445 of 28 December 2000, consisting in the loss of any benefits ensuing from the provision issued on false declaration,

**DECLARES:**

**that the attached copies of the following scientific publications\* are true to the original:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\* (The PhD thesis is considered as a publication and, if attached, contributes to the maximum number of publications that can be submitted).**

I declare to be aware, pursuant to and for the purposes of Legislative Decree n. 196 of 30 June 2003196 and art. 13 of Regulation (EU) 2016/679 (GDPR), that the data collected will be processed, also by means of information technology tools, exclusively within the scope of the procedure for which this declaration is given.

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### The declarant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pursuant to art. 385 of Presidential Decree 445 of 28 December 2000, the declaration is signed by the interested party in the presence of the delegated employee, or signed or sent together with a non-authenticated photocopy of an identity document of the declarant to the appropriate office by fax, a delegated person or by post.

**Presidential Decree 445 of 28 December 2000, published in the Official Gazette no. 42 of 20 February 2001, Ordinary Supplement. Consolidated document of the legislative and regulatory provisions concerning administrative documentation.**

1Art. 46 *Substitute declaration of certifications*.

**1.** The following statuses, personal qualities and facts are proven by declarations, which can also be made at the time of application, signed by the interested party and produced in place of normal certifications:

**a)** date and place of birth;

**b)** residence;

**c)** citizenship;

**d)** civil and political rights;

**e)** marital status (single, married, widow(er), divorced);

**f)** family nucleus;

**g)** alive;

**h)** birth of a child, death of spouse, (grand-) parent or (grand-) child;

**i)** registration in orders or lists held by public administration;

**l)** membership of professional orders;

**m)** academic qualification, exams taken;

**n)** professional qualification, specialization, qualification to practice, training, refresher and technical qualifications;

**o)** income and economic situation also for the purpose of concession of benefits of any kind pursuant to special laws;

**p)** fulfilment of specific contributory obligations with indication of amount paid;

**q)** possession and indication of tax code, VAT number and any data present in fiscal master files;

**r)** unemployed status;

**s)** pensioner status and type of pension;

**t)** student status;

**u)** status as representative of natural or legal persons, tutor executor or similar;

**v)** membership of associations or social groups of any kind;

**z)** all situations concerning fulfilment of military service obligations, including those certified by the identification slip of the status of service;

**aa)** not to have been subjected to penal sentences and not to be subject to provisions concerning application of security and preventative measures, civil decisions and administrative provisions included in the criminal record pursuant to current legislation;

**bb)** not to be aware of any legal proceedings in progress;

**bb-bis)** not to be subject to legal proceedings applying administrative sanctions pursuant to Legislative Decree 231 of 8 June 2001;

**cc)** dependency status;

**dd)** all data directly known to the interested party contained in the municipal registry;

**ee)** not to be subject to liquidation or bankruptcy and not to have applied for creditor composition agreements.

2Art. 47 *Substitutive notary deed declarations*

**1.** Notary deed concerning statuses, personal details or facts which are directly known to the interested party is substituted by a declaration made and signed by the same subject in conformity with the procedures of article 38.

**2.** Declaration made in the interest of the declarant may also concern statuses, personal details and facts relating to other parties directly known to him/her.

**3.** Apart from the exceptions expressly foreseen by law, in relations with public administration and concessionaries of public services, all statuses, personal details and facts not expressly indicated in article 46 must be proven by the interested party by a substitutive notary deed declaration.

**4.** Apart from the cases in which the law expressly foresees that reporting to the Judicial Police Authorities is a necessary prerequisite for activating the administrative procedure for issuing a duplicate of an identity document or of data certifying personal details of the interested party, loss of such documents is proven by those applying for a duplicate by a substitutive declaration.

3Art. 76 *Penal regulations*.

**1.** Anyone making a false declaration, preparing false deeds or using the same in the cases foreseen by this consolidated document is punishable pursuant to the penal code and special laws on the matter.

**2.** Presentation of a deed containing data no longer corresponding to the truth is equivalent to use of a false deed.

**3.** Substitutive declarations made pursuant to articles 46 and 47 and declarations made on behalf of persons indicated in article 4, paragraph 2, are considered to be made to a public official.

**4.** If crimes indicated in paragraphs 1, 2 and 3 are committed to obtain appointment to public office or authorisation to practice a profession or art, the judge, in the most serious cases, may apply temporary ban from public office or from the profession or art.

4Art. 75 *Loss of benefits*.

**1.** Subject to that foreseen in article 76, should false declarations emerge form controls pursuant to article 71, the declarant loses any benefits ensuing from the issued provision based on the false declaration.

5 Art. 38 *Procedures for sending and signing applications.*

**1.** All applications and declarations to be presented to public administration or to managers or providers of public services may be also sent by fax or communication technology means.

**2.** Applications and declarations sent by communication technology means, including applications to participate in selections and competitions for employment, in whatever position, in all public administrations, or for registration in orders, registers or lists held by public administrations, are valid if carried out pursuant to article 65 of Legislative Decree no. 82 of 7 March 2005.

**3.** Applications and substitutive notary deed declarations to be presented to public administration bodies or to managers or providers of public services are signed by the interested party in the presence of a delegated employee or signed and presented together with a non-authenticated photocopy of an identity document of the undersigned. The photocopy of the identity document is inserted in the folder. Copy of the application signed by the interested party and copy of the identity document may be sent by communication technology means; in procedures for adjudication of public contracts, said possibility is allowed within the limits established by the regulation pursuant to article 15, paragraph 2 of law no. 59 of 15 March 1997.

**3-bis.** The power of representation for the preparation and submission of applications, projects, declarations and other certificates, as well as for collection of deeds and documents from public administration and managers or providers of public service may be validly conferred on another person pursuant to this article.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Declare possible criminal convictions, even if granted amnesty, remission of the penalty, pardon, or expungement, etc.

   [↑](#footnote-ref-1)
2. Specify the nature of the possible pending criminal proceedings.

   [↑](#footnote-ref-2)