



Project Regulations

'Development of the Potential of Silesian Biomedical Engineering in Response to the Challenges of the Digital and Green Economy (BioMeDiG)'

FESL.10.25-IZ.01-07G5/23

Project Reference Number at the Silesian University of Technology:

07/990/FSD24/0045

§ 1

Definitions

For the purposes of these regulations, the following definitions shall apply:

1. **Project** –undertaking entitled “Development of the Potential of Silesian Biomedical Engineering in Response to the Challenges of the Digital and Green Economy (BioMeDiG)” is financed under the European Funds for Silesia 2021–2027 Programme, co-funded by the Just Transition Fund – under Measure 10.25: Development of Higher Education in Line with the Needs of the Green Economy. The total value of the Project is 14,717,056.95 PLN, with co-financing from the European Union amounting to 13,245,351.25 PLN.
2. **Project Beneficiary** – Silesian University of Technology (PŚ).
3. **Project Implementing Entity** – Faculty of Biomedical Engineering (WIB) of the Silesian University of Technology seated at ul. Roosevelta 40, 41-800 Zabrze.
4. **Project Office**–designated location within the University where activities related to the implementation of the Project Grant Agreement are carried out.
5. **Project Website** – website available at the following address: <https://www.polsl.pl/rib/biomedig/>.
6. **Applicant** – person applying for support in the form provided by the Project.
7. **Recruitment Documents** – set of documents required for the qualification of an Applicant to participate in the Project, submitted by Applicants, including **the Project Participation Declaration, Personal Questionnaire, Initial Competence Test and Application Form for Support Participation**.
8. **Recruitment Committee** – committee appointed to verify and approve the Recruitment Documents submitted by Applicants for participation in the Project as well as to make decisions regarding their qualification for the Project. The composition of the Committee is appointed by the Project Manager.
9. **Project Participant** –person qualified to participate in the Project.
10. **Recruitment Procedure** – procedure for recruitment to a specific form of support dedicated to the appropriate target group, i.e. WIB staff, WIB doctoral students, Biomedical Engineering students and learners.

§ 2

General Information

1. The project entitled **“Development of the Potential of Silesian Biomedical Engineering in Response to the Challenges of the Digital and Green Economy (BioMeDiG)”** is implemented under the supervision of the Silesian Voivodeship Board, acting as the “Managing Authority of the European Funds for Silesia 2021–2027 Programme” (hereinafter referred to as the IZ FES), for the European Funds for Silesia 2021–2027 Programme, co-financed by the Just Transition Fund, by the Faculty of Biomedical Engineering, Silesian University of Technology, under Measure 10.25: Development of Higher Education in Line with the Needs of the Green Economy, based on Agreement No. UDA FESL.10.25-IZ.01-07G5/23-00.
2. The primary objective of the Project is to provide comprehensive support for the development of the academic staff and doctoral students of the Faculty of Biomedical Engineering, at the Silesian University of Technology (WIB PŚ), to improve the quality and accessibility of the Faculty's educational offer, support students of secondary schools as well as intensify the transfer of knowledge and technology to and from the economy, along with the development of the potential of Silesian biomedical engineering in response to the challenges of the digital and green economy.
3. The participation of Participants in the Project is free of charge.
4. The Project implementation period is from 1 September 2024 until 30 June 2026
5. The Project Office is located at the premises of the Faculty of Biomedical Engineering in Zabrze, at ul. Roosevelta 40, room no. 002

§ 3

Forms of support provided under the Project

1. The Project provides for support measures aimed at:
 - a. support for the transfer of knowledge and technology, particularly in the field of green and digital economy.
 - b. enhancing the attractiveness, quality and accessibility of the educational offer in the field of Biomedical Engineering for the smart transformation of the region (including, among others, training for academic staff in soft skills, development of digital competence and domestic student internships).
 - c. upgrading scientific facilities and laboratories (including, among others, the upgrading of 9 specialist laboratories and the provision of equipment for doctoral research workstations).
 - d. support for secondary school students (including, among others, training sessions, workshops, practical classes and individual mentoring support for secondary school students).
 - e. comprehensive support for the development of academic staff, including doctoral studies, particularly in the area of green and digital economy (co-



financing of participation in conferences, publication costs and individual support for doctoral students).

2. The Project includes the following forms of support:

- 2.1. industrial internships for academic staff of the Faculty of Biomedical Engineering in domestic enterprises,
- 2.2. industrial internships for academic staff of the Faculty of Biomedical Engineering in foreign enterprises,
- 2.3. study visits by academic staff of the Faculty of Biomedical Engineering to domestic enterprises,
- 2.4. practical training in enterprises for academic staff of the Faculty of Biomedical Engineering,
- 2.5. courses/conferences for staff, doctoral students and students of the Faculty of Biomedical Engineering aimed at enhancing their competence for research, collaboration with business and the creation of spin-off/spin-out entities,
- 2.6. training for academic staff of the Faculty of Biomedical Engineering on the use of modern teaching methods and the development of soft skills,
- 2.7. training for academic staff of the Faculty of Biomedical Engineering in the area of developing digital competence and skills for the transformation process,
- 2.8. training for staff of the Faculty of Biomedical Engineering supporting their scientific activities,
- 2.9. co-financing of scientific publication costs for academic staff of the Faculty of Biomedical Engineering,
- 2.10. co-financing of translation costs for scientific publications for academic staff of the Faculty of Biomedical Engineering,
- 2.11. co-financing of participation of academic staff of the Faculty of Biomedical Engineering in domestic scientific conferences,
- 2.12. co-financing of participation of academic staff of the Faculty of Biomedical Engineering in international scientific conferences,
- 2.13. industrial internships for students of the Faculty of Biomedical Engineering in domestic enterprises,
- 2.14. training sessions, workshops and practical classes fostering interest in biomedical engineering as well as the education of secondary school students in the direction of green and digital competence,
- 2.15. training and workshops for secondary school students covering topics relevant to the extended matriculation exam important for engineering programmes,
- 2.16. scientific mentoring for secondary school students,
- 2.17. support resulting from the individual research plan directed at doctoral students.



§ 4

General recruitment principles

1. Recruitment is cyclical or continuous, depending on the form of support, and is conducted until the planned limits of places or financial resources have been exhausted.
2. Recruitment pertains to providing support to the Participant within the framework of a specified activity – form of support.
3. Recruitment begins with informing potential Participants about the opportunity to benefit from support through communication channels used in the Project, particularly through the publication of an announcement on the Project Website.
4. A Participant in the Project may be an individual who:
 - a. voluntarily expresses their willingness to participate in the project,
 - b. meets all the participation requirements in the Project, and in particular, is an individual residing and/or working and/or studying in one of the 7 subregions of the Silesian Voivodeship as defined in the Territorial Plan for the Just Transformation of the Silesian Voivodeship 2030 (TPST), namely the Katowice, Sosnowiec, Tychy, Bytom, Gliwice, Rybnik and Bielsko subregions,
 - c. submits the correctly filled-in and signed required Recruitment Documents,
 - d. meets the recruitment criteria for the specific forms of support available in the Project.
5. The recruitment consists of three stages:
 - a. formal assessment conducted using a 0-1 method (meets/fails to meet),
 - b. diagnosis indicating educational or developmental needs using a 0-1 method (meets/fails to meet),
 - c. substantive assessment.
6. Recruitment is conducted by the Recruitment Committee consisting of the Promotion, Evaluation and Recruitment Specialist as well as Task Coordinators. The Project Manager may decide to expand the composition of the Recruitment Committee for specific forms of support.
7. Upon completion of the recruitment process, a list of individuals granted support and a reserve list will be drawn up. The list of individuals granted support will be announced upon completion of the assessment of application documents submitted during the recruitment period, and in continuous recruitment, at least once a month.
8. During the recruitment process, the principle of equal opportunities and non-discrimination, including gender equality, will be upheld. The recruitment will be adapted to individuals with disabilities. All activities within the Project will include accompanying support for Participants in the form of ensuring care for the dependants.



§ 5

Rules of recruitment for the Project and forms of support

1. Recruitment takes place via the Project Website using electronic forms or templates of required documents, which must be filled in, printed, signed and, afterwards, submitted to the Project Office. In the cases of minors participating in the Project, the documents should be signed by their legal guardian.
2. Formal assessment for all participant groups (students of post-secondary schools, university students, doctoral students and employees of the Faculty of Biomedical Engineering) will be conducted using a 0-1 method (meets/fails to meet) based on the data provided in the **Declaration of Participation in the Project, Personal Questionnaire** and **Initial Competence Test**, submitted by the Applicant. The assessment will cover the necessary conditions which must be met by the Applicant, i.e.:
 - a. being a person residing and/or working and/or studying in one of the 7 subregions of the Silesian Voivodeship defined in the Territorial Plan for the Just Transition of the Silesian Voivodeship 2030 (TPST),
 - b. belonging to the target group eligible for support in the Project,
 - c. declaring the completion of support not later than by 30 June 2026
 - d. declaring that their expectations regarding the forms of support are in line with the project issues.

If the Applicant fails to meet any of the above-mentioned criteria, they will not receive a recommendation for participation in the Project.

3. **The Declaration of Participation in the Project, Personal Questionnaire** and **Initial Competence Test** are filled in once and serve to collect information necessary for qualifying the Applicant for participation in the Project.
4. The diagnosis indicating educational or developmental needs, using a 0-1 method (meets/fails to meet), will be conducted on the basis of the information contained in the **Initial Competence Test** or the **Application Form for Participation in the Form of Support** submitted by the Applicant.
5. The substantive assessment for forms of support dedicated to academic staff of the Faculty of Biomedical Engineering at the Silesian University of Technology will be carried out on the basis of the information provided in the **Application Form for Participation in the Form of Support** submitted by the Applicant.
6. Recruitment for the forms of support listed in § 4, items 2.1÷2.8, will be conducted on a first-come, first-served basis. Internships carried out under the Project must last a minimum of 160 hours. Each Participant may take part in only one study visit under the Project.
7. Recruitment for the forms of support dedicated to academic staff of the Faculty of Biomedical Engineering, listed in § 4, items 2.9÷2.12, will be conducted on the basis of a substantive assessment covering the following criteria, evaluated on a scale of 0–5 points:

- a. justification of the purposefulness of funding (weight: 0.4),
 - b. scientific achievements of the Applicant – max. 6 scientific publications (weight: 0.4),
 - c. description of the impact of research results on the development of the potential of Silesian biomedical engineering in the face of the challenges of the digital and green economy (weight: 0.2).
8. Recruitment for the forms of support dedicated to students of the Faculty of Biomedical Engineering, listed in § 4, item 2.13, will be conducted on the basis of a substantive assessment covering the following criteria, evaluated on a scale of 0–5 points:
 - a. justification of the purposefulness of funding (weight: 0.4),
 - b. grade average from the previous semester (weight: 0.6).Internships or student placements carried out under the Project must last a minimum of 160 hours. Each Participant may take part in only one internship or student placement within the project.
9. Recruitment for the forms of support dedicated to students of post-secondary schools, listed in § 4, items 2.14÷2.16, will be conducted on a first-come, first-served basis. Priority will be given to students who have not yet used any form of support under this Project.
10. Recruitment for the forms of support dedicated to doctoral students of the Faculty of Biomedical Engineering, listed in § 4, item 2.17, will be conducted on the basis of a substantive assessment covering the following criteria, evaluated on a scale of 0–5 points:
 - a. justification of the purposefulness of funding (weight: 0.4),
 - b. scientific achievements of the Applicant – max. 6 scientific publications (weight: 0.4),
 - c. description of the impact of research results on the development of the potential of Silesian biomedical engineering in the face of the challenges of the digital and green economy (weight: 0.2).
11. Individuals applying for the forms of support provided in the Project will receive information about their qualification for the Project at the provided email address.
12. After successful recruitment for the Project, the Participant has the right to fill in any number of selected **Application Forms for Participation in the Form of Support** available for their target group, provided that the given form of support can be used multiple times.
13. In the event of obtaining the same number of points, the order of submission of a complete and correctly filled-in application form for participation in the form of support will decide, with priority given to the Participant who has not yet used this form of support.

§ 6

Rights and Obligations of the Project Participants



1. Participation in the project is free of charge, voluntary and it results from the conducted recruitment procedure.
2. The assessment of the Recruitment Documents cannot take longer than 30 days.
3. Each Participant is entitled to:
 - a. provide feedback and assessment of the forms of support in which they participate,
 - b. report special needs related to their participation in the Project.
4. Each Participant will receive:
 - a. confirmation of their registration for participation in the Project,
 - b. certificate confirming their participation in the Project.
5. Each Participant undertakes to:
 - a. comply with the provisions of these Regulations;
 - b. actively participate in the selected forms of support within the Project;
 - c. regularly attend classes (the Participant is required to attend at least 50% of the classes within the selected form of support under the Project);
 - d. fill in evaluation and monitoring questionnaires as well as other documents required within the Project requirements;
 - e. promptly inform about any events which may disrupt their further participation in the Project;
 - f. promptly inform about any changes regarding the information contained in the **Application Form** and/or the **Declaration of Participation in the Project**;
 - g. familiarise themselves with the Information Clause of the Beneficiary and the Information Clause of the Managing Institution available on the Project Website;
 - h. submit a statement confirming familiarisation with these Regulations and acceptance of their provisions;
 - i. provide a statement that the information provided by the Participant during the recruitment process is true and that they are aware of the responsibility for providing false data.
6. A Participant from the group of employees and doctoral students of the Faculty of Biomedical Engineering, after using the requested form of support, submits a report, the content of which depends on the form of support provided. Details regarding reporting requirements will be made available to the Participants of respective forms of support.
7. After completing participation in the Project, the Participant fills in and submits the **Final Competence Test** to the Recruitment Committee.
8. A Candidate applying for support in the form provided by the Project has the right to appeal against the decision of the Recruitment Committee; such an appeal must be submitted within 7 days of the decision announcement. The appeal should be



submitted in writing to the Project Office or sent by email to: biomedig@polsl.pl along with a justification.

§ 7

Resignation from participation in the Project

1. The Participant has the right to withdraw from participation in the Project without financial liability only if the resignation is justified by unforeseen events or important personal reasons.
2. The Participant is required to submit a written resignation to the Project Office within 7 days from the occurrence of the reasons necessitating the resignation, stating the reason for the resignation.
3. In the event of resignation from participation in the Project for unjustified reasons or removal from the list of participants due to the failure to comply with the provisions of these Regulations, the Participant may be charged with the costs associated with their participation in the Project incurred by the Beneficiary.
4. The decision regarding the necessity for a person withdrawing from the Project to reimburse the costs incurred by the Beneficiary will be made individually, based on the circumstances, by the person in charge of the Project.

§ 8

Final Provisions

1. In matters not covered by this Regulations, the provisions of generally applicable law shall apply, particularly the regulations concerning the implementation of a project co-financed by European Union funds.
2. All Recruitment Documents submitted to the Project Implementing Entity by the Applicant or Participant are non-returnable.
3. The Regulations are valid from 1 September 2024 until the completion of the Project.
4. The Beneficiary reserves the right to change the Regulations at any time. Changes to the Regulations are effective from the date of their publication on the Project Website.
5. The current Regulations are available at the Project Office and on the Project Website.
6. Correspondence related to the project should be directed to the Project Implementing Entity's address or email: biomedig@polsl.pl.

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(Project Manager)