

**UKSW****UNIwersYTET KARDYNAŁA
STEFANA WYSZYŃSKIEGO
W WARSZAWIE**

Appendix 08 to the Open, Transparent and Merit-Based Recruitment of Academic Staff Policy (OTM-R Policy) at Cardinal Stefan Wyszyński University in Warsaw

(Candidate's Full Name)	Warsaw, date: (Declaration submission date)
(Academic Title and Degree)	
(Residential Address))	
Applying for the Position of:	
(position title)	(faculty name)

COLLECTION OF DECLARATIONS OF A CANDIDATE FOR AN ACADEMIC STAFF POSITION

1. Declaration on the Primary Place of Employment

I hereby declare that, should I be selected in the competition and employed by Cardinal Stefan Wyszyński University in Warsaw (hereinafter referred to as **UKSW**), UKSW will constitute my **primary place of employment** within the meaning of Article 120 of the **Law on Higher Education and Science** of 20 July 2018 (Journal of Laws of 2024, item 1571, as amended).

Signature of the Candidate*

*) If UKSW will not be the primary place of employment, please enter “not applicable”.

2. Declaration on the Field and Discipline and on Inclusion in the Number of N**

I hereby declare that, if employed, I undertake to submit, within 14 days from the date of signing the employment contract, the declarations issued as of the date of employment, referred to in Article 265(5) and Article 343(7) and (8) of the Law on Higher Education and Science of 20 July 2018 (Journal of Laws of 2024, item 1571, as amended), namely:

1. a declaration on the field and discipline that I represent;
2. a declaration authorising UKSW to include me in the number of employees conducting scientific activity in the following discipline(s):



Field/discipline no.1

Field/discipline no. 2

Signature of the Candidate

***) Applicable to research and research and teaching positions. For teaching positions, please enter "not applicable".

3. Declaration on the Submission of a Research Development Plan

I hereby declare that, if employed in a research or research and teaching position, **I undertake to submit**, within 4 months from the date of employment, **a Research Development Plan** covering the period of fixed-term employment. I also acknowledge that the level of implementation of the Research Development Plan will be subject to evaluation and that the outcome of this evaluation will be taken into account when deciding whether to continue employment after the expiry of the initial fixed-term employment contract.

The Research Development Plan will include:

- the planned date for the submission of at least one research project, to be subsequently evaluated by a committee appointed by the relevant Director of the Institute;
- the planned publication dates for the number of publications specified by the relevant Discipline Council, to be subsequently evaluated on the basis of the points awarded to those publications;
- the planned timetable for individual activities aimed at my academic advancement, i.e. obtaining a subsequent academic degree or academic title.

The Employer shall assign the employee an onboarding mentor whose role shall be to provide support in teaching, research, and organisational matters, as well as support in the implementation of the Research Development Plan throughout the entire period of fixed-term employment.

Signature of the Candidate



4. Declaration on Participation in Training and Development Programmes Offered by the Employer

I hereby declare that, in the event of my employment, I undertake to participate in all initiatives, events, and training activities organised by the Employer that are intended to support my professional development and work effectiveness.

Signature of the Candidate

Failure to Fulfil the Commitments Declared in Declarations 1–4

I acknowledge that failure to fulfil the commitments declared in Declarations 1–4 may constitute grounds for non-renewal of employment or for termination of the employment relationship by the Employer.

Signature of the Candidate

5. Declaration on Teaching in a Foreign Language

I hereby declare my willingness to teach in the following foreign language(s) (please specify the language(s)):

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*** If you are unable to teach in a foreign language, please enter “not applicable” in the signature field.

Signature of the Candidate

6. Declaration of No Criminal Record for a Candidate for an Academic Staff Position

I hereby declare that, when applying for employment at Cardinal Stefan Wyszyński University in Warsaw (UKSW) as a member of academic staff,

Please mark the appropriate answer in the table below:

1. I possess the qualifications specified in the Law on Higher Education and Science and the Statute of UKSW in Warsaw for employment as a member of academic staff.	YES	NO
2. I have full legal capacity.	YES	NO
3. I have not been convicted by a final court judgment of an intentional criminal offence or an intentional fiscal offence.	YES	NO
4. I have not been subject to a disciplinary penalty referred to in Article 276(1)(7) and (8) of the Law on Higher Education and Science, namely: a) the penalty of dismissal from employment at a higher education institution, combined with a prohibition on employment at higher education institutions for a period from 6 months to 5 years; b) the penalty of deprivation of the right to practise the profession of a member of academic staff for a period of 10 years.	YES	NO
5. I enjoy full public rights.	YES	NO

Legal basis: Article 113 of the Law on Higher Education and Science of 20 July 2018 (Journal of Laws of 2024, item 1571, as amended).

Signature of the Candidate

INFORMATION OBLIGATION TOWARDS PERSONS APPLYING FOR EMPLOYMENT:

GDPR:

Pursuant to Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (OJ EU L 119/1 of 4 May 2016), hereinafter referred to as the GDPR, please be informed that:

1. The controller of your personal data is Cardinal Stefan Wyszyński University in Warsaw, ul. Dewajtis 5, 01-815 Warsaw (Data Controller).
2. The Data Controller has appointed a Data Protection Officer at Cardinal Stefan Wyszyński University in Warsaw (DPO), telephone: 22/5619034, email: iod@uksw.edu.pl.
3. Your personal data will be processed for the purpose of carrying out the recruitment process on the basis of Article 22(1) of the Labour Code, and if a broader scope of data is provided, on the basis of Article 6(1)(a) GDPR - your consent.



4. Access to your personal data within the organizational structure of the University will be granted only to employees authorized by the Controller, to the necessary extent.
5. Your personal data will not be disclosed to other entities, except for entities authorized by law.
6. Your personal data will be stored for the period necessary to carry out the recruitment process (up to 12 months from the conclusion of the recruitment process).
7. You have the right to access your data, the right to rectify it, erase it, restrict processing, the right to data portability, the right to object to processing, and the right to withdraw consent.
8. You have the right to withdraw consent to the processing of personal data at any time, which will not affect the lawfulness of processing carried out on the basis of consent before its withdrawal.
9. You have the right to lodge a complaint with the President of the Personal Data Protection Office if there are grounds to believe that your personal data are being processed by the controller in violation of the GDPR.
10. Providing personal data is voluntary, but necessary to participate in the recruitment process within the scope specified in Article 22(1) § 1 of the Labour Code; in the remaining scope, it is voluntary.
11. Decisions will not be made by automated means and you will not be subject to profiling.

WHISTLEBLOWER PROTECTION:

Pursuant to Article 24(6) of the Whistleblower Protection Act (Journal of Laws of 2024, item 928), we inform you of the internal reporting procedure in force at Cardinal Stefan Wyszyński University, which constitutes an appendix to Rector's Order No. 71/2025 of 20 October 2025: Procedure for reporting legal violations by whistleblowers and for follow-up actions at Cardinal Stefan Wyszyński University in Warsaw.

Signature of the candidate