



PUBLIC FEDERAL SERVICE
MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF BAHIA
PRO-RECTORY OF RESEARCH AND GRADUATE STUDIES

PUBLIC NOTICE PV 008/2024 - PRPPG/ UFBA
SIMPLIFIED SELECTION PROCESS FOR HIRING VISITING
PROFESSORS

The Federal University of Bahia (UFBA), through the Postgraduate Research Dean's Office (PRPPG), in the use of its legal attributions aimed at improving *Stricto Sensu* postgraduate programs, makes public the opening of applications to a simplified selection process for hiring VISITING PROFESSORS, pursuant to Law no. 8,745, of 12/09/1993, with the changes introduced by Laws no. 9,849/99 and No. 10,667/03 and Decree No. 7,485, of 05/18/2011, and Law No. 12,722, of 12/28/2012.

1. Receipt of Documentation

- 1.1. The *Stricto Sensu* Postgraduate Program interested in selecting visiting professors must publish the call for the internal selection process on its website.
- 1.2. Once the internal selection is completed, the program must forward the list of those selected, ordered by priority, to the Dean of Research and Postgraduate Studies (PRPPG), attaching:
 - a. Application form, available at webpage www.prppg.ufba.br.
 - b. Approved records, in PDF format, by the relevant collegiate informing:
 - i. link to publicize the program's internal call;
 - ii. hiring period of each of the selected professors;
 - iii. priority order;
 - iv. confirmation of professor's exclusive dedication regime at UFBA;
 - v. self-declaration of self-declared black candidates (black and brown, according to IBGE);
 - vi. confirmation that the relevant scientific production and experiences of guidance of the selected person are compatible with the criteria adopted



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by the Postgraduate Program (PPG) for accreditation as a Permanent
Professor;;

- c. Records of the Unit's Congregation or document issued by the Dean of the School/Institute to which the postgraduate program is linked, confirming the internal pre-selection carried out by the Postgraduate Collegiate, indicating the Department or Academic Coordination of allocation of pre-selected candidates;
- d. Work plan with a maximum of 10 pages, detailing the academic and scientific activities to be carried out within the scope of the Postgraduate Program during the hiring period, such as teaching, guidance, research, and technical and bibliographic production, explaining the planned schedule and expected products/results as a result of the selected professor's action within the scope of the PPG, their area(s) of concentration and research field(s). The plan should not be configured only as a research project, since the investigative activity is one of the elements that make up the actions to be performed during the contract. The work plan must be signed and initialed by the candidate, in PDF format;
- e. Candidate's Curriculum Vitae (CV) in PDF format, even if it is a CV from the Lattes Platform;
- f. Doctoral diploma in PDF format;

The absence of any of these items (a - including those mentioned in the minutes, b, c, d, and e) leads to disqualification of the proposal(s).

2. Vacancies

In this public notice, UFBA will make 25 vacancies available. If not filled, for whatever reason, the vacancies will be assigned to the sequential alternate candidate for the call as a whole.

For purposes of counting the degree time, the deadline for sending the documents of the



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candidates selected by the Postgraduate Programs will be considered, according to the schedule below.

3. The Schedule

Applications will be received according to the following schedule:

14/06/2024	Public Notice Release
25/07/2024	Deadline to submit the documents of the Postgraduate Programs' selected candidates to the PRPPG by using the following form: Link: https://docs.google.com/forms/d/e/1FAIpQLSfLLLJIVYNN2JE5UxOEx2tw1oeLx8przAl7M6K6TAKJoWnbdw/viewform?usp=sf_link
By 21/08/2024	Disclosure of the preliminary result, available on the website: www.prppg.ufba.br
22 a 23/08/2024	Appeal request period by the PPG Link: https://docs.google.com/forms/d/1E8qke17KY4tuQZu24Mfms_hfdkjjH7jWzmd2oRcIgKOk/edit
By 30/08/2024	Publication of the final result, available on the website: www.prppg.ufba.br

4. Selection Criteria

The selection will take place through analysis of the CV and work plan, by the Multidisciplinary Committee specially designated for this purpose.

To apply for this public notice, the professor must demonstrate, at a minimum, relevant academic and scientific production and guidance experience compatible with the criteria adopted by the PPG for accreditation as a Permanent Professor.

Priority is given to candidates with the characteristics of a senior visitor, with outstanding academic-scientific production, extensive professional and advising experience, who can effectively contribute to the development of research groups of the Postgraduate Program in order to form human resources and cooperation networks, including outside UFBA, and enable proposals for joint actions that result in academic-scientific production.

The Multidisciplinary Committee will evaluate the proposals, considering the following criteria and their respective weights:



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Criteria	Weights
Candidate's CV, considering: (a) academic-scientific production (b) professional experience (c) advising experience	50%
Work plans, considering: (a) merit; (b) relevance; (c) Academic and scientific activities to be performed in the Post-Graduate Program during the hiring period; (d) Schedule; (e) Expected products/results as an outcome of the actions of the professor selected within the scope of the PPG, their area(s) of concentration and research field(s) .	35%
Interaction with PPG faculty and/or research groups, valuing the formation of cooperation networks and other joint activities. (a) Examples of interactions: proposal of national and international research projects with faculty/students, publication with faculty/students, proposal of national/international events with faculty/students, participation in PPG committees.	15%

In the case of a tie between candidates, the committee may use the following elements, among others, to indicate approval, when applicable:

- a) Prioritization of female researchers;
- b) Amount of active visiting professors in the PPG that indicated the candidate;
- c) Seniority, characterized by experience accumulated in typical activities of stricto sensu postgraduate studies.

5. Appeal

An appeal request must be filed according to the schedule, item 3:

6. Vacancies Reserved for Black Candidates



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- 6.1. 20% (twenty percent) of the total vacancies will be reserved for Black candidates, that is, 5 vacancies, of the simplified selection process, in the form of Art. 1 of Law No. 12.990/2014.
- 6.2. Vacancies will be distributed as follows: (a) the first 20 vacancies will be allocated to the wide competition (non-opting and opting for vacancies reserved for Black candidates - Black or Brown), (b) the remaining five vacancies will be allocated to vacancies reserved for Black candidates (Black or Brown).
- 6.3. The reserve percentage will be applied to the total number of vacancies in this Public Notice and must be observed in the event of a call for alternates.
- 6.4. To compete for one of these vacancies, the candidate must, when enrolling in the PPG, choose to compete for vacancies reserved for Black candidates (Black or Brown) through a duly signed self-declaration document (Annex I), according to the color or race criteria used by the Brazilian Institute of Geography and Statistics Foundation – IBGE.
 - 6.4.1. All PPGs will be able to enroll in reserved places, as long as the candidate makes the choice on the form and completes the self-declaration.
 - 6.4.2. Until the end of the candidate's registration period in the PPG for the Simplified Selection Process, the candidate will have the option of withdrawing from running through the vacancy reservation system.
- 6.5. The self-declaration will only be valid for this Simplified Selection Process of this Public Notice.
- 6.6. The information provided at the time of registration is the sole responsibility of the candidate, who must answer for any declaration or information of false content, to the competent authorities.
- 6.7. Black candidates who choose to compete for vacancies pursuant to item 6.3 will compete, concurrently, for reserved vacancies and vacancies intended for wide competition, according to their classification in the selection process.
 - 6.7.1. Black candidates approved within the number of vacancies offered to the wide competition will not fill the vacancies reserved for Black candidates.



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- 6.8. In case of withdrawal of a Black candidate who was approved in a reserved vacancy, the vacancy will be filled by the alternate Black candidate.
- 6.8.1. In the event that there are not enough Black candidates approved for the reserved vacancies to be occupied, the remaining vacancies will be reverted to a wide competition and will be filled by the other approved candidates, observing the order of classification in the selection process.
- 6.9. In the final phase of the selection process, the vacancies of the wide competition will be distributed according to the evaluation of the candidates, being assigned indistinctly to opting and non-opting until reaching their maximum limit.

7. Requirements for Hiring

- a) The candidate must hold a doctorate degree for three full years, during the enrollment period with the Postgraduate Program (PPG), evidenced by means of the degree date recorded in the diploma (front and back copy);
- b) The candidate must not be an active public servant of the direct or indirect Administration of the Union, the States, the Federal District and the Municipalities, as well as an employee or servant of its subsidiaries and controlled companies, in accordance with Art. 6 of Law No. 8.745/93;
- c) In the case the candidate has a public employment relationship, the candidate must be retired, or officially licensed. If the relationship is with private institutions, at the time of hiring the candidate must be released from work;
- d) The candidate must meet the requirements for working at UFBA with an Exclusive Dedication Work Regime;
- e) The candidate must not have been hired in the last 24 (twenty-four) months, based on Law no. 8.745/1993 of 12/09/1993;
- f) The candidate must not be a retired higher education professor or administrative technician by UFBA;
- g) The candidate must not reside in the State of Bahia, attested by means of proof of residence and candidate's statement.



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8. Duration of the Employment Contract

8.1 The employment contract must have:

- a) Minimum duration of 1 (one) year, in the case of a Brazilian professor, and may be renewed as long as the total term does not exceed 2 (two) years.
- b) Minimum duration of 1 (one) year, in the case of a foreign professor, which may be renewed annually as long as the total term does not exceed 4 (four) years.

8.2. The duration of the contract will be linked to the period of development of the work plan in the Postgraduate Program in which the contractor will work.

9. Work Regime and Remuneration

9.1. The Multidisciplinary Committee will also recommend the classification of approved candidates for the purposes of equivalence in terms of remuneration, distributing them between the classes of Assistant, Associate or Full Professor, according to Annex II.

9.2. The hired person will be subject exclusively to a 40-hour work per week with Exclusive Dedication, in person.

10. The Hiring Contract

10.1 The PRPPG will send to the Management of the teaching units, to which the postgraduate programs are linked, the list of visiting professors selected by the multidisciplinary committee;

10.2 To carry out the visitor hiring process, the Postgraduate Programs must forward the following documents to the PRPPG, via the email visitor@ufba.br.

Brazilian Candidates

- a) Copy of doctoral diploma (front and back). If the back does not have records, declare that there is no information on the back of the diploma;
- b) Declaration that the candidate does not live in the state of Bahia;
- c) Copy of identification document;



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- d) Copy of CPF;
- e) Copy of proof of residence;
- f) PIS/PASEP;
- g) Reservist certificate (if male);
- h) Voter identification; and
- i) Electoral discharge certificate.

Foreign Candidates

- a) Document declaring that the candidate is not a resident in Brazil;
- b) Copy of passport (photo and number);
- c) Copy of doctoral diploma (front and back). If the back has no records, declare that there is no information on the back of the diploma;
- d) Translation of the diploma or equivalent document, if the title was obtained abroad;
- e) Work visa. NOTE: UFBA will request a work visa for the visitor and its concession will depend on the agenda of the Ministry of Labor.

11. Employment Contract Renewal

The employment contract may be extended up to the maximum limits set out in item 8. The request for renewal must be formalized by the relevant Postgraduate Program through SIPAC (identifying in the Process under the item “Name of Interested Party”, the name of the visiting professor who will have renewed the contract). The process must be sent to the PRPPG (Code 12.01.74,) at least 60 (sixty) days before the termination of the teacher’s contract.

The Postgraduate Program must attach the following documents to the application:

- a) Records approved and signed by the relevant collegiate, containing the assessment of the claim and the period of renewal of the employment contract;
- b) Report of the activities carried out by the visiting professor, explaining the results obtained during the period of his/her contract, evidencing academic and scientific production and contribution in the formation of human resources. We point out that this document must be signed and initialed by the visiting professor.



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- c) Work plan for the requested period, signed and initialed by the candidate, presenting the same elements required, during the process (1.2.d of this public notice), with adequacy;

Renewal requests will be judged by the Dean of Research and Postgraduate Studies, assisted by ad hoc consultants, when necessary.

12. Termination of the Employment Contract

To terminate the employment contract, it must be formalized by the Postgraduate Program through SIPAC (identifying in the Process under the item “Name of Interested Party”, the name of the visiting professor whose contract will be terminated). The process must be sent to PRPPG (Cod 12.01.74) within 30 (thirty) days after the end of the teacher’s contract. The Postgraduate Program must attach the following documents to the request:

- a) Records approved and signed by the board, containing the assessment of the report on the activities carried out and assessment of the impact of the visiting Professor’s activities during the period;
- b) Report of the activities carried out by the visiting professor throughout the contract period, explaining the results obtained, highlighting the academic-scientific production and the contribution to the training of human resources. We emphasize that the aforementioned document must be signed and initialed by the visiting professor.

13. Final Provisions

13.1. In the event of the withdrawal of one or more approved candidates, the substitutes will be called to take over the available vacancies in strict accordance with the ranking order indicated by the Multidisciplinary Committee designated for the judgment, except in cases of completeness of reservation of vacancies.

13.2. Candidates who have already been hired based on Law no. 8745/93 may be hired again, provided that 24 (twenty-four) months have passed since the end of the previous hiring.

13.3. As the hiring of a Visiting Professor must comply with Law no. 8.745/93, the



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candidate's registration in the event implies their commitment to accepting the conditions established by this Public Notice's selection process.

13.4. UFBA will not reimburse expenses of any nature related to this public notice.

13.5. UFBA will not bear expenses other than the professor's monthly compensation during the contract period. Therefore, the costs of obtaining a visa, consularization and recognition of titles, insurance of any nature, displacements or changes, and/or housing and accommodation are borne by the professor. The Institution is also not responsible for the costs or expenses of spouses, family members, or any companions.

13.6. Health insurance must be contracted to cover medical, hospital, dental, or related expenses. The health insurance contracted must ensure that the beneficiary obligatorily covers funeral repatriation and monitoring of at least one family member in case of serious occurrences (foreign visiting professors).

13.7. This public notice may be canceled or amended, in part or in whole, at any time, provided supervening reasons so determined, without this generating rights or obligations in relation to any interested parties.

13.8. The validity period of the selection process will be 1 (one) year from the date of publication of the selection result in the Official Journal of the Union.

13.9. The Dean of Research and Postgraduate Studies will resolve omissions.

Salvador, June 14th, 2024

Paulo César Miguez de Oliveira
PRESIDENT OF UFBA



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ANNEX II

FRAMEWORK

Title Date	Class/Level
Doctorate until 2004	Holder
Doctorate between 2006 and 2007	Associate 4
Doctorate between 2008 and 2009	Associate 3
Doctorate between 2010 and 2011	Associate 2
Doctorate between 2012 and 2013	Associate 1
Doctorate between 2014 and 2015	Assistant (<i>Adjunto</i>) 4
Doctorate between 2016 and 2017	Assistant 3
Doctorate between 2018 and 2019	Assistant 2
Doctorate between 2020 and 2021	Assistant 1