

Decision of the Rector of June 3, 2013 determining the requirements to be met for the payment of assistance for participation in staff selection tribunals, in accordance with Royal Decree 462/2002, of 24 May, on compensation for service.

Royal Decree 462/2002, of 24 May (BOE of 30 May) establishes among other cases that give rise to compensation or compensation, assistance for **participation** in competition and competition courts, the provisions contained therein being applicable to the staff of this University, given its character as a supplemental regulation. This payment compensates for the special dedication to a task that is not included among the usual ones of the job and sometimes involves a significant effort. However, the assistance is carried out in very different situations and it is appropriate to regulate some aspects and contextualise the circumstances in which they must be developed, in order to avoid specific situations that may harm the performance of the usual tasks that constitute the functions of public employees at the University of Zaragoza.

Therefore, the following requirements are established:

- Assistance to the selection boards and bodies should preferably be carried out outside the corresponding working hours of their members, so that the provision of the service is not affected. In the case of Administration and Services staff, this recommendation is already reflected in article 24.3 of the current Staff Pact.
- In accordance with the provisions of Article 29 of Royal Decree 462/2002, of 24 May, on compensation for service, assistance will be paid to the members of the competition and competition courts responsible for the selection of personnel or tests whose passing is necessary for the exercise of professions or for the performance of activities, provided that such selection processes involve the completion of written or oral exercises.
- Only those sessions that take place outside the working hours, or if they take place within it, recover the time equivalent to the duration of the corresponding sessions shall be entitled to receive allowances for attendance.
- In the certificates of attendance that must be issued at the end of proceedings of the selection board or selection body, the above points must be stated, providing the corresponding justification that, where appropriate, supports the declared working hours.
- Where the particular complexity or characteristics of a selection process prevents or hinders the holding of sessions in accordance with the above, a specific regime may be determined by the authority which appointed the collegiate body, at the request of the chairperson of the collegiate body.

Zaragoza, 03 June 2013

The Rector

Manuel José López Pérez