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Benchmarking of useful documents for the drafting of the “Research Integrity and Good Research Practice Checklist” for Supervisors of Research Students



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This document is a translation of the Benchmarking documents useful to the drafting of the "Research Integrity and Good Research Practice Checklist" for Supervisors of Research Students, written by Maria Francesca D'Asaro, Maria Concetta Stella and Vittorio Tranchina with the supervision of Maria Stella Castiglia. Translation by Paola Turchetta.



1. Introduction

In order to identify a useful reference model for the drafting of the "Research Integrity and Good Research Practice Checklist" for Supervisors of Research Students, a benchmarking was carried out with the aim of making an analysis of the state of the art on the subject. Starting from the Italian universities that have obtained over the years the HR Excellence in Research recognition and that are mentioned in the euraxess list (below is a table with the Italian universities that have obtained the prestigious seal). Then we selected the foreign universities in the euraxess list that, starting from the information of the websites, showed up-to-date documentation on the subject. A research was later carried out also among Italian and foreign institutions (the Italian Mega universities were considered as examples) that are not present in the list euraxess.

In this field, the reading of the Codau Report "THE EXPERIENCE OF ITALIAN UNIVERSITIES THAT HAVE RECEIVED THE EUROPEAN COMMISSION'S "HR EXCELLENCE IN RESEARCH AWARD" of February 2024 was meaningful for the Italian universities to which is dedicated a paragraph that represents an excellent summary of the Italian situation.

Finally, the analysis of activities and actions carried out on research integrity by a leading European body in this field, ENAI (European Network for Academic Integrity), was particularly significant.

Below the list of Italian universities that have been recognized to 5th May 2025

Source: <https://euraxess.ec.europa.eu/hrexcellenceaward/awarded>

[Università degli Studi dell'Insubria](#)

[Awarded on 25-02-2019](#)

[University of Macerata](#)

[Awarded on 09-12-2014](#)

[Università Ca' Foscari Venezia](#)

[Awarded on 11-05-2017](#)



UNIVERSITA' DEGLI STUDI DI NAPOLI PARTHENOPE

Awarded on 04-05-2021

SAPIENZA University of Rome

Awarded on 16-11-2020

Fondazione Bruno Kessler

Awarded on 04-10-2018

Consiglio per la ricerca in agricoltura e l'analisi dell'economia agraria CREA

Awarded on 21-03-2018

Politecnico di Milano

Awarded on 22-06-2015

Università degli Studi di Siena

Awarded on 11-03-2022

Politecnico di Torino

Awarded on 14-11-2013

University of Camerino

Awarded on 01-06-2010

University of Florence

Awarded on 12-12-2018

University of Foggia

Awarded on 09-03-2010

OGS (Istituto Nazionale di Oceanografia e di Geofisica Sperimentale)

Awarded on 11-07-2013

University of Palermo

Awarded on 12-04-2012

University of Padova

Awarded on 26-02-2012

Università di Udine



Awarded on 20-05-2016

UNIVERSITA' DELLA CALABRIA

Awarded on 11-05-2022

IEMEST

Awarded on 09-12-2014

UNIVERSITA' DEGLI STUDI DI URBINO CARLO BO

Awarded on 04-06-2024

Università degli Studi di Cagliari

Awarded on 20-03-2024

UNIVERSITA' POLITECNICA DELLE MARCHE

Awarded on 30-08-2024

2. Report Codau “THE EXPERIENCE OF ITALIAN UNIVERSITIES THAT HAVE RECEIVED THE EUROPEAN COMMISSION’S “HR EXCELLENCE IN RESEARCH AWARD” february 2024

Unified document drawn up by 15 Italian universities HR and sent to the Minister https://www.codau.it/images/gruppo_lavoro/ricerca-valutazione-ricerca/Report_IT_HRS4R_2024.pdf

The document was written after the publication of the new European Charter for Researchers at the end of 2023 and following the panel discussion held at the Politecnico of Torino during the event "Valorizing research careers. Strategies and tools inspired by the European Charter for Researchers", in which 15 Italian universities holding the award have compared and presented their experience. The report has two main objectives; the first one is to promote the participation of other research institutions in this initiative, highlighting its benefits and sharing the best practices regarding both the methodologies used to achieve recognition and actions undertaken in support of researcher career development. The second objective is to raise awareness those institutions that are responsible for defining the legal and funding framework and for the national research evaluation system. In general, the document aims to encourage Italian universities to fully implement the principles of the European Charter for Researchers in order to be more competitive on the international scene.



The document underlines the need for greater commitment by the Italian institutions to align with European standards, with a particular focus on integration among different policies, the valorization of researchers' skills and the promotion of an inclusive and innovative academic environment. The document also highlights how the adoption of HRS4R not only helps to create a working environment more favourable for researchers, but it also promotes greater cooperation between administration and researchers, promoting a cultural change that stimulates innovation in the Italian universities.

The report, after an introduction, consists of specific sheets from fifteen universities that share their experiences regarding the methodology and the organizational structure adopted to achieve (and maintain) the recognition, as well as the actions carried out. The analysis of the single sheets shows that a couple of universities have started to reflect on the figure of the supervisor. In particular, the University of Udine has drawn up guidelines for PhD students and for supervisors and the Polytechnic University of Turin has introduced specific information on Doctoral Studies in the Regulation. The details concerning the two documents mentioned are given in the following table, which contains references to the Guidelines for PhD and for Supervisors also published by the University of Foggia.

3. Universities that have obtained HR certification and have produced documentation referring to the figure and tasks of the supervisor:

Starting from the Codau report, the documents considered useful for this benchmarking and that were prepared by the Italian universities that have obtained HR certification are listed below



Title	Issuing institution	File name	Description	References to the figure and duties of the supervisor	Has the Institution got a checklist in 2025?
Guidelines for PhD students and supervisors	University of Udine (HR recognition obtained on 20-05-20216)	https://www.uniud.it/it/ricerca/la-vorare-nella-ricerca/dot-torato-ricerca/dot-torati-ricerca/molistica/phd_charter-2021_final.pdf On the file HRS4R is named and the logo is present	The adoption of the Guidelines for PhD students and supervisors is part of the actions to implement the Human Resources Strategy for Researchers (HRS4R). The document describes the tasks of PhD students and their supervisors. The Guidelines outline the responsibilities, respectively, of the (co)Supervisor and of the PhD student during the doctoral course.	There are specific references to the figure of supervisors, who are assigned the following tasks: The (co)supervisor controls the working environment in which the PhD student must develop and implement the research project. The (co)supervisor plays a stimulating, coordinating and evaluation role throughout the doctoral programme. In addition, the (co)supervisor ensures that, during the training, the PhD student acquires other key skills in order to undertake different careers, inside or outside the academic world, after the graduation. The document also specifies the qualities that the supervisor must have, and in particular: - has a strong reputation; - must have realized itself within a research field; - ensures close supervision (plans the programming, the implementation and the research results on a regular basis).	NO In the page dedicated to HR there is a tab called "Guidelines for PhD students and supervisors" that points to the regulations of PhD students Normativa – UNIUD - Università degli Studi di Udine



Title	Issuing institution	File name	Description	References to the figure and duties of the supervisor	Has the Institution got a checklist in 2025?
				<p>The document specifies the supervisor’s tasks, that are:</p> <ul style="list-style-type: none"> - to help the PhD student to plan, implement and, if necessary, make changes to the research; - to help the PhD student to broaden the frontiers of research; - to help the PhD student to descramble and analyse the results obtained; - to encourage the PhD students to present their work periodically and to participate regularly in the opportunities for this purpose, providing feedback on their work; - to encourage the PhD students to critically analyse their research; - to introduce the PhD student in the world of research, involving them in the activities of the research group, putting them in contact with other researchers working within the sector and at international level, also encouraging them, for example, to take an active part in conferences and to spend time within other research institutes; 	



Title	Issuing institution	File name	Description	References to the figure and duties of the supervisor	Has the Institution got a checklist in 2025?
				<p>- to encourage the PhD students to publish their work, to point out to them publication opportunities and to help them in preparing publications.</p> <p>In addition, the final part of the document points out that the Supervisor:</p> <ul style="list-style-type: none"> - As a manager, has to ensure that the PhD student is assisted and/or supported as a member of the research team. This includes, among other things, regular evaluations of their performance and career; - creates a research environment in which scientific fairness and integrity are the rule (e.g. ensuring proper data management, protecting intellectual property and avoiding conflicts of interest) and clarifies the nature of behaviour that is considered bad in science. In case of problems, the (co)supervisor can take appropriate measures; 	



Title	Issuing institution	File name	Description	References to the figure and duties of the supervisor	Has the Institution got a checklist in 2025?
				<ul style="list-style-type: none"> - informs the PhD student of any interesting educational or training opportunities within and outside the University; - oversees the proper development of the research project and encourages the PhD student to complete their doctoral thesis within the foreseen time frame; - Provides the PhD student with information about any career opportunities after the degree has been awarded, or suggests them to consult the appropriate services; - ensures a pleasant and professional working environment, as well as ensures the PhD student is integrated into the research group. This includes resolving any personal conflict that could have a negative impact on the research activity. 	
Regulations for the PhD	Polytechnic University of Turin HR recognition obtained on 14-11-2013)	https://www.google.com/url?clie nt=internal-element-cse&cx=00530845380	The principles of the European Charter for Researchers are recalled in the introduction to the Regulations.	Art. 14 - Supervisor and co-supervisor 1. Each PhD student is assigned by the teaching staff a research topic, an academic Supervisor relevant to the University and one or more co-supervisors. 2.The co-supervisors are chosen by the teaching staff also from outside the College. 3.At least one of the Supervisor and Co-Supervisor must meet the	NO



Title	Issuing institution	File name	Description	References to the figure and duties of the supervisor	Has the Institution got a checklist in 2025?
	<p>Note: They organize a training session addressed to Supervisor RESEARCH SUPERVISOR SUPPORT & DEVELOPMENT PROGRAMME</p> <p>https://www.polito.it/ricerca/eventi-e-opportunita/news?idn=22270</p>	<p>4589440285:jooqpcw6ajr&q=http://www.polito.it/sites/default/files/2023-11/Regolamento%20Dottorato%25202023.pdf&sa=U&ved=2ahUKEwiGq5HD8IOJAxUKgv0HHfO-DxYQFnoECAkQAg&usq=A0vVaw1CsazW9ns4dYPwGL_6Hza7</p>		<p>requirements for the members of the teaching staff.</p> <p>4.The Supervisor, assisted by one/several co-supervisors, is responsible for:</p> <ul style="list-style-type: none"> a. guiding and assisting the PhD student in the formulation of the Training Plan, also with the support of the Declaration of Intent (DoI); b. Monitoring the availability of sufficient funds and equipment to carry out the research programme included in the training project proposed to PhD student; c. accompanying the PhD student in the choice of external teaching activities and off-site activities, verifying their congruence with their training project; d. following the entire training course of the PhD student, as main responsible and referent for the teaching staff of the activities carried out and the progress of their research, also with reference to the respect of the principles of ethics that guide the international scientific community and the principles of the Code of Ethics of the University; e. providing the teaching staff with the report and the evaluation for the admission of the PhD student to the following year or to the final examination; f. immediately reporting critical situations in writing to the Coordinator included the unwarranted absence of the PhD student 	



Title	Issuing institution	File name	Description	References to the figure and duties of the supervisor	Has the Institution got a checklist in 2025?
				<p>5.The Coordinator will inform the teaching staff, which may decide to remove the PhD student also in the course of the year. In order to support the PhD student in planning their training plan and to facilitate and make more profitable the comparison, the Supervisor and the co-supervisor should sign with the PhD student a Declaration of Intent (DoI) as soon as possible and, in any case, within the first six months of activity, updating it if necessary at the beginning of the next two years.</p> <p>6. Supervisors and co-supervisors who do not belong to the teaching staff take part in the meetings without voting rights.</p> <p>7. The replacement of the Supervisor or co-Supervisor is considered an exceptional event, which must be adequately justified with a formal and documented request, submitted to the teaching staff.</p>	
Guidelines for PhD students and for Supervisors	University of Foggia (HR recognition obtained on 09-03-2010)	https://www.unifg.it/sites/default/files/2024-07/hr-linee-guida-dottorandi-	This is a short document outlining the roles and tasks of PhD students, supervisors and co-supervisors, in accordance with the European Charter for	Supervisor/co-supervisor. The supervisor/co-supervisor is a professor/researcher with experience and competence in the field of research of the PhD student assigned to them. They play a stimulating, coordinating and evaluating role throughout the doctoral course, encouraging the acquisition of fundamental skills for research. It is essential that there are regular, formal and informal contacts between the PhD student and the supervisor/co supervisor for the success of	No, it has the guidelines both for supervisors and PhD students



Title	Issuing institution	File name	Description	References to the figure and duties of the supervisor	Has the Institution got a checklist in 2025?
		supervisor_i.pdf	Researchers, national regulations and University Regulations concerning the PhD.	the research project. The main tasks of the supervisor/co-supervisor, in collaboration with the teaching staff, include assistance in the implementation and development of the research project, analysis and interpretation of results, encouraging active participation in scientific events and promoting the publication of PhD student reports. The supervisor/co-supervisor ensures a study and research environment that respects ethical and scientific rules, and can propose solutions in case of problems.	

It was also considered appropriate to carry out specific research on the documentation of Italian universities which have recently obtained HR recognition. The results of the research carried out are summarized below:

- UNIVERSITA' CAGLIARI <https://web.unica.it/unica/protected/429356/0/def/ref/AVS423396/> (Cagliari obtained the recognition in March of 2024. The only element that I found that can be linked to the checklist is on page 6 of these slides. The last regulation of the PhD dates back to 2022. https://web.unica.it/unica/it/phd_200_1169_4.page, re-checked on 1.04.2025)
- University of Urbino was awarded in June 2024. Searching on the search engine of the HR portal, the system indicates to go to university->governance->HR but the HR page dated 3.10.2024 is not present <https://www.uniurb.it/ateneo>, re-checked on 1.04.2025.



- UNIVERSITA' POLITECNICA DELLE MARCHE obtained the recognition in August 2024.
https://www.univpm.it/Entra/Ateneo/Politiche_e_Strategie/HR_Excellence_in_Research/L/1 I didn't find a direct reference to the checklist. There is a reference to a questionnaire https://www.univpm.it/Entra/Engine/RAServeFile.php/f/rip_ricerca/internazionale/HSR4R/Survey_ITA.pdf and to the outcomes https://www.univpm.it/Entra/Engine/RAServeFile.php/f/rip_ricerca/internazionale/HSR4R/Survey_results_ITA.pdf, re-checked on 1.04.2025

4. Survey about mega Italian Universities

The benchmarking has also been extended to the Italian universities comparable in size to the University of Palermo, according to the "Censis Ranking of Italian Universities 2024/25" <https://www.censis.it/formazione/la-classifica-censis-delle-universita%C3%A0-italiane-edizione-20242025-1>. In the next two paragraphs we will proceed with the description of the state of the art of the mega Italian universities that have obtained the HR certification and of the mega universities that have not obtained the HR certification.

4.1. Mega Italian Universities that obtained HR certification

University of Florence (HR recognition obtained on 12-12-2018)

No reference was found to a checklist of the supervisor's tasks for PhD students. In the Regulation of the University of Florence "University Regulations on PhD research".

https://www.unifi.it/sites/default/files/migrated/documents/dr_575_2022_regolamento_dottorato.pdf Article 11 is dedicated to Supervisors and co-supervisors



Article 11 Supervisor and co-supervisors

1. The teaching staff assigns to each PhD student a supervisor, from academic background or belonging to public research bodies or to the institutions referred to in article 4, paragraph 1, letter b), who meets the requirements required to be part of the teaching staff, under whose direction the training, the research and the writing of the thesis is developed. 2. The teaching staff shall also assign to each PhD student one to three co-supervisors, of which at least one shall be from an academic background and shall meet the requirements necessary to be part of the teaching staff. 3. The supervisor and co-supervisors are also chosen from outside the teaching staff, provided that the function can only be assigned to qualified personnel and experts in the scientific reference areas of the PhD student's research project. 3. The supervisor shall guarantee a number of years of service at least equal to the duration of the PhD cycle. In the event of resignation or permanent incapacity, the new supervisor is appointed by the teaching staff which may also select them from among the co-supervisors. 4. The supervisor is the main person responsible and representative at the teaching staff for the activities carried out by the PhD student and the progress of their research. In this regard, after having also heard the opinion of the co-supervisors: a) the supervisor follows and guides the PhD student in carrying out their research up to the completion of the thesis which they have signed as supervisor; b) the supervisor informs the teaching staff about the progress of the PhD student at least once a year; c) the supervisor gives an opinion on the transition of the PhD student to the next course year and on admission to the evaluation of the thesis for the purpose of obtaining the title; d) the supervisor reports to the teaching staff any behavior of the PhD student that is relevant for possible disciplinary actions.

On the HR page you can read the report [Unifi Internal Analysis 2024](#), in which the supervisor is mentioned several times. The SECTION C – TRAINING AND DEVELOPMENT PRINCIPLE 36 – RELATION WITH SUPERVISORS states:

“Each young researcher, either PhD Student (R1) or fellow researcher (R2) is assigned an individual supervisor at the very beginning of their enrollment. The supervisor oversees mentoring of young researchers and supports them through their professional path. The first duty of each supervisor consists in monitoring scientific progress and providing advice where needed.. According to the Internal Regulation on PhD Courses (Rectoral Decree 858/2021) each PhD candidate works under the supervision of an academic tutor, to whom they report regularly on the progress of the research. At the end of each year



the doctoral candidate is required to submit a detailed report on the activities performed. Approval of the submitted report is mandatory to proceed with the PhD course. Admission to the final PhD thesis discussion depends as well on the approval of the research activities developed during the PhD course. According to the Internal Regulation - Rectoral Decree 550/2020, fellow researchers develop their activities under the supervision of a dedicated tutor. As a contractual obligation they are requested to submit reports on the activities performed every six months plus a final report on the global outcomes of the fellowship. Besides compulsory reports the supervisor is the main reference for each early stage researcher. Through a day to day interaction with the supervisor each researcher receives constant advice, guidance and support for his/her career path. Specific short-, medium- and long-term goals are agreed upon with the respective supervisors and constantly updated whenever needed. In the case of MSCA fellows formalizing these goals in a dedicated career development plan is compulsory, for other type of researchers' flexibility is granted to allow R1 and R2 to establish with their supervisors the most suitable way to manage the needed goals."

University of Padova (HR recognition obtained on 26-02-2012)

No general references about the role of PhD student's supervisors were found. University Regulations for PhD Courses, Update according to DM 226/2021 https://www.unipd.it/sites/unipd.it/files/2022/REG_dottorato%20%2820-07-2022%29.pdf

Art. 13 – The Supervisor 1. The teaching staff assigns a research topic to the PhD student and a supervisor and one or more co-supervisors, under whose supervision the training and research project develops. At least one of the supervisors and co-supervisors must have an academic background and meet the requirements necessary to be a member of the teaching staff. For specific training and research needs, the teaching staff can identify both a supervisor and a co-supervisor external to the teaching staff and, in this case, support them by a member of the same teaching staff. 2. The Supervisor has the following tasks: - informs the teaching staff about the progress of the PhD student on an annual basis giving their opinion on the transition of the doctoral student to the next year of the course and on admission to the evaluation of the thesis for the achievement of the degree; - immediately reports critical situations to the Coordinator who, if necessary, will inform the teaching staff; - monitors the availability of funds and



sufficient equipment to carry out the research project proposed to the PhD student. 3. The replacement of the Supervisor or co-supervisors shall be properly evaluated and approved by the teaching staff.

University of Rome La Sapienza (HR recognition obtained on 16-11-2020)

No general references have been found on the role of PhD student's supervisors.

With Rectoral Decree n. 1150 of 20/05/2024 the new Regulation on PhD was issued:

https://www.uniroma1.it/sites/default/files/field_file_allegati/regolamento_dottorato_17_5_2024_corr_barbato.pdf

In paragraph 7 of art. 6a it is written:

"Article 6a - The teaching staff

7. The supervisors and co-supervisors referred to above co. 6 lett. c) of which at least one academic, chosen by the teaching staff also among external subjects, provided that at least one in possession of the requirements required for the members of the same teaching staff, must refer to the scientific-disciplinary field, whether attributed, in line with the training objectives of the Doctoral Course with adequate experience in research supervision to offer the PhD student the appropriate support for carrying out the training, the research and the thesis writing activities. Supervisors and co-supervisors must provide at least the same number of years of service as the duration of the PhD. If not, the ge of Teachers ensures, with a new supervisor, that the doctoral student is supported until he obtains his degree."



Continuing to seek out, a "Guide for Supervisor and Referent" of the PhD in PHYSICS of the University of Rome "La Sapienza" has been found, in which administrative tasks and deadlines are listed, the topics of ethics and integrity of research are not dealt with.

On the dedicated page it reads:

"In order to clarify the tasks of the Supervisor (SUPERVISOR of a PhD thesis) and the teaching staff Referee (REFEREE of the teaching staff), the following vademecum is available:

[Vademecum for the Supervisor \(https://drive.google.com/file/d/1rsvO5GCCqQod0aadLmS7ZvjGjISaitit/view\)](https://drive.google.com/file/d/1rsvO5GCCqQod0aadLmS7ZvjGjISaitit/view)

[Vademecum](#) for the Referee

4.2. Mega Italian Universities that didn't obtain the HR certification

The benchmarking has also been extended to the Italian universities comparable in size to the University of Palermo, according to "Censis Ranking of Italian Universities 2024/25" <https://www.censis.it/formazione/la-classifica-censis-delle-universita%3%A0-italiane-edizione-20242025-1> that have obtained HR certification.

University of Bologna

No general references have been found on the role of PhD student's supervisors. [Regolamento di Ateneo in materia di corsi di dottorato — Normateneo, aggiornato con le modifiche di cui al D.R. n. 2105/2024 del 07/11/2024](#)



Continuing to seek out, a VADEMECUM for supervisors, PhD students Co-Supervisors and PhD students themselves enrolled in all cycles of the PhD in Physics has been found <https://phd.unibo.it/physics/en/guidelines/modules>

It is a document in which a series of "practical" tasks of the supervisor of the PhD in Physics of the University of Bologna are clarified.

In paragraph 2 there are some references (I think the only ones are 2.4 and 2.5):

2. SPECIFIC REGULATION FOR PHYSICS PhD

2.4. Supervisors must ensure that their PhD students have taken part in safety courses concerning individual research activities.

2.5. Supervisors must ensure that research products (publications, patents, etc.) be included in the IRIS University's catalogue in order to evaluate in a right manner the reporting of the activities carried out by each PhD student and the evaluation of the PhD in Physics.

This is a document continuously modified which clarifies a number of supervisors' tasks.

State University of Milan

No general references have been found on the role of PhD student's supervisors. In the [Regolamento d'ateneo in materia di dottorato di ricerca https://www.unimi.it/sites/default/files/regolamenti/Regolamento%20in%20materia%20di%20dottorato%20di%20ricerca_2023_.pdf](https://www.unimi.it/sites/default/files/regolamenti/Regolamento%20in%20materia%20di%20dottorato%20di%20ricerca_2023_.pdf) there are no



references to tasks related to ethics and research integrity of supervisors or tutors. Among the paragraphs foreseen by Article 25, the tenth defines the tutor and co-tutor.

Art. 25 Course planning and carrying out

- 1. At the same time as the PhD students choose the line of research they want to work on, the teaching staff designates, for each PhD student, a tutor and a co-tutor, responsible for guiding and supporting them in carrying out their research activities and writing their thesis. Tutors are chosen*
- 2. among the professors and researchers of the University who meet the accreditation criteria indicated by the Ministry to be part of the teaching staff and must ensure a number of years of service at least equal to the duration of the PhD cycle. In the case of a researcher whose contract expires before the end of the PhD cycle, the teaching staff will appoint, in addition to the tutor, a co-tutor choosing them among the professors and researchers of the University. The tutor role may also be assigned to a professor from another University that is part of the teaching staff as well as employees of institutions with which there are specific agreements for collaboration in the PhD. In these cases the tutor is supported by a co-tutor, chosen among the professors and researchers of the University that are members the teaching staff. In any case, the university tutors may be assisted by external experts who do not belong to the teaching staff as co-tutors. The assignment of co-tutor role must be conferred by the same teaching staff with a special decision. The place of work for the PhD student is the Department to which their tutor or co-tutor belongs, in case the tutor is a subject outside the university.*

University of Pisa



No general references have been found on the role of PhD student's supervisors. In the University PhD Regulations <https://www.unipi.it/phocadownload/regolamentiallegati/do22.pdf>, there is an article (art. 13) addressed to supervisors but there are no references to tasks related to research ethics and integrity.

Article 13 Supervisor

1. During the first year, the teaching staff assigns to each PhD student a supervisor and a co-supervisor, of whom at least one is academic and preferably chosen among the members of the same teaching staff. The supervisor and co-supervisor may be external to the teaching staff, provided that at least one of them meets the requirements for the members of the teaching staff (art. 6, c. 6, DM). 2. The supervisor, supported by the co-supervisor, supports and monitors the PhD student's research activity. The supervisor may propose work missions of the PhD student at other places, in Italy or abroad, and is required to keep the teaching staff informed about any critical issues or needs related to research. 3. The exclusion from the PhD course, as well as the no-admission to the final examination, must be decided by the teaching staff after mandatory but not binding opinion of the supervisor. 4. The teaching staff, in the presence of objective evidence, may remove the supervisor and co-supervisor who does not fulfill the assigned tasks. 5. The teaching staff certifies that the supervisor and/or the external co-supervisors are scientifically qualified and verifies that their tasks have been carried out correctly.

University of Turin

No general references have been found on the role of PhD student's supervisors. In the Regulation of the University of Turin concerning the PhD School and the PhD courses (according to the Ministerial Decree n. 226 of 14 December 2021)

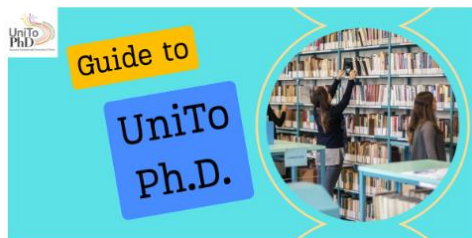


https://www.unito.it/sites/default/files/reg_scuola_dottorato_decr_1789_2022.pdf there is an article (art. 14) dedicated to supervisors and co-supervisors but there are no references to tasks related to ethics and research integrity:

Art. 14 Supervisor and co-supervisors

The supervision must be carried out by professors of the University or affiliated universities; Co-supervision may be carried out by those ones who belong to the University or other public or private research institutions, national and international, external or in a convention or consortium, provided that at least one meets the requirements required for the members of the same teaching staff. 2. The teaching staff agrees with the supervisor and the PhD student on training course and the research project. 3. The total number of supervisors shall be enough to ensure an adequate relationship with the PhD students during training. 4. The following requirements are also necessary for taking on the supervisory role: a) adequate scientific production in the last five years in the subject area of the Course. b) the commitment to support the PhD student during the training; c) the availability of sufficient funds and equipment for the realization of the PhD research project. 5. The didactic and supervision activity certified and carried out by university teachers within the courses must contribute to the fulfilment of the institutional obligations set in Art.6 of the law 30 December 2010 n.240.

The University of Turin has an interesting PhD Guide page [Guida UniTO PhD - Scuola di Dottorato - Università degli Studi di Torino](https://www.dottorato.unito.it/do/home.pl/View?doc=Guida_UniTO_PhD.html)
https://www.dottorato.unito.it/do/home.pl/View?doc=Guida_UniTO_PhD.html, among the topics the supervisor is also mentioned:



Guida al Dottorato UniTO

Questa guida intende offrire una panoramica sui principali aspetti pratici e organizzativi riguardanti il percorso dottorale UniTo, illustrando quali siano i punti di riferimento accademici e amministrativi dei/delle Dottorandi/e, le opportunità a loro disposizione e gli obblighi da rispettare.

- ▼ Frequenza
- ▼ Collegio Docenti
- ▼ Coordinatore e Supervisor

Ogni Corso di Dottorato nomina un/a **Coordinatore/Coordinatrice** che rappresenta il Corso e coordina le tutte attività didattiche e scientifiche.

Inoltre, all'inizio del Corso di Dottorato, il Collegio assegna a ciascun/a dottorando/a **un/una supervisor accademico** e uno o più co-supervisor, anche esterni, sotto la cui supervisione si sviluppa il percorso formativo e di ricerca.

I/le Supervisor e i/le Co-supervisor, assegnati/e in base al progetto di ricerca, forniscono consigli, indicazioni e guida nello sviluppo del progetto di ricerca e nella compilazione della tesi.

L'attività individuale deve essere sempre concordata coi/con i/le propri/e supervisor, i/le quali devono essere regolarmente informati/e e consultati/e in merito alle attività di ricerca, di disseminazione e di formazione svolte dai/dalle dottorandi/e.



University of Naples Federico II

No general references have been found on the role of PhD student's supervisors. In the University PhD Regulations https://www.unina.it/documents/11958/52452212/DR_2024_1364_Dottorato_Ricerca.pdf, there are no references to the tasks related to ethics and research integrity

5. Documents considered useful within UniPa :

Document title	Institution	File name	Description	References to the figure and duties of the supervisor
RULES FOR THE ESTABLISHMENT AND OPERATION OF THE PHD SCHOOL OF THE UNIVERSITY OF PALERMO	University of Palermo	https://www.unipa.it/didattica/dottorati/.content/documenti/dottorato/scuola_dottorato/DR4_9_2023-Regolamento-Scuola-di-Dottorato-F.to.pdf	The Rules govern the establishment and operation of the Doctoral School, its aims, objectives, resources, governing bodies, director, council, advisory committee and its tasks and composition.	There is no reference to the supervisor or tutor
Regulation PhD XXXVIII Cycle and	University of Palermo	https://www.unipa.it/didattica/dottorati/.content/documenti/dottorato/scuola_dottorato/DR4_9_2023-Regolamento-Scuola-di-Dottorato-F.to.pdf	The Regulation regulates the establishment of PhD courses,	art.13 c.5 At the beginning of the course, each PhD student is assigned a supervisor (tutor) and one or more co-supervisors (co-tutor)



<p>successive (DR n. 7606 of 09/07/2025)</p>		<p>enti/dottorato/ciclo_XXXIII/regolamento_Dottorato-Ricerca.pdf</p>	<p>the achievement of the title, the training objectives and related study programme, duration, the funds needed for admission and course attendance, the modalities of award and the grant amounts in accordance with current law.</p> <p>The quality assurance system for PhD courses is governed by a specific regulation.</p>	<p>This is the only part in which the word “supervisor” and “co-supervisor” is used</p> <p>There is an article (art. 14) dedicated to the Rights and Duties of PhD students in which there are no references to particular practices or ethical aspects of research.</p>
<p>Guidelines for the quality assurance system of the doctoral degree (submitted by PQA on 17/07/2023, approved by the “Senato Accademico”</p>	<p>University of Palermo</p>	<p>https://www.unipa.it/ateneo/assicurazione-della-qualita-aq/content/documenti/linee-guida/linee_guida_aq_dottorati_approvate-SA-12.09.23.pdf</p>	<p>The guidelines describe the key elements of the University’s Quality Assurance System for PhD courses in accordance with AVA Model 3.</p> <p>The document describes the system for monitoring the processes and results of research, education and public engagement activities and for analyzing the opinions of doctoral candidates. It also defines aspects to be considered in relation to the focus</p>	<p>The document does not mention or define any role for the supervisor(tutor)</p>



on 12/09/2023)			<p>points defined by Anvur for PhD courses.</p> <p>Among the actors involved in the QA system of the PhD course, the Doctoral School, the Coordinator of the PhD course and the teaching staff are generally appointed.</p>	
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From the reading of the key documents for the management of the PhD course it is highlighted that, although the appointment of the supervisor is mentioned in the Regulation PhD XXXVIII Cycle and later (DR n. 7606 of 09/07/2025), supervision and guidance tasks are not expressly declared to the doctoral candidates and no specific activities are attributed to them, as is the case in some of the documents listed in this benchmarking

6. Foreign universities (HR) where updated material on the subject was found

<https://researchsupport.admin.ox.ac.uk/governance/integrity/checklist> Oxford

[https://www.bath.ac.uk/publications/checklist-for-first-meetings-between-supervisor-and-doctoral-student/attachments/Initial meetings checklist for supervisory teams and doctoral researchers.pdf](https://www.bath.ac.uk/publications/checklist-for-first-meetings-between-supervisor-and-doctoral-student/attachments/Initial%20meetings%20checklist%20for%20supervisory%20teams%20and%20doctoral%20researchers.pdf) e <https://www.bath.ac.uk/publications/qa7-research-degrees/> University of Bath (there are interesting posters and guidelines for both supervisors and PhD students)

<https://www.ucd.ie/graduatestudies/researchsupervisorhub/checklistfornewsupervisors/> University College Dublin



7. Foreign Universities (no HR) where updated material on the subject was found

Below the links to particularly updated documents produced on the subject by some foreign universities NOT included in the euraxess list

https://www.research-integrity.admin.cam.ac.uk/files/research_integrity_and_good_research_practice_checklist_for_supervisors_of_research_students_08.15.pdf Cambridge

8. The European Code of conduct for research integrity and good practices of open science

We particularly appreciated the approach taken by the University of Oxford (cf. para. "6. Foreign Universities (HR) where updated material on the subject was found"), which, in tabular form, offers a mapping of the main aspects of research integrity with resources/ courses/ web links available in the University and, from this idea, we have made a mapping (cf. document entitled "The European Code of Conduct for research integrity and open science as an expression of research integrity", included in the documentation produced during this process) between the "European Code of Conduct for research integrity", the good practices of open science and the resources available at the University of Palermo in terms of regulations, courses, web links, including, for each aspect of the integrity of the research present in the Code, proposals for improvement, some of which have flown in the COARA Action Plan of our University (Bartolotta, A. (2024). University of Palermo - CoARA Action Plan 2024-2027. Zenodo. <https://doi.org/10.5281/zenodo.14166097>).



The mapping proposals were the following:

- Provide specific training on research integrity for PhD students and young researchers
- Approve research data management policy
- Inclusion, in the UniPA Regulations for evaluation or rewarding, of review and evaluation activities conducted by researchers

- Activation of the scientific curriculum, through a specific module of Iris UniPa, which would allow to record all activities carried out by researchers*
- Establishment of a commission dedicated to the implementation of COARA.
- Submission to the COARA evaluation of all awards (also departmental) in order to ensure greater uniformity and minimum use of bibliometric indicators*
- Prepare a page on the portal of the University that lists all the co-financing measures made available by the University, with the collaboration of the different offices, both central and departments

- Preparation (at the end of the project) of a leaflet introducing the main concepts related to research integrity and responsible conduct by researchers, as well as providing information and links to resources offered by the University to address and manage the various issues (e.g. research integrity leaflet of Oxford University).

*Actions submitted for the Unipa action plan for COARA



9. Other references

Within the searches undertaken, we came across the portal ENAI (European Network for Academic Integrity) <https://www.academicintegrity.eu/wp/>

<https://www.academicintegrity.eu/wp/pages/members/> (63 istituzioni di cui alcune presenti in Euraxess e svariati singoli studiosi)

Description from the website:

"The European Network for Academic Integrity is an association bringing together educational institutions and individuals interested in maintaining and promoting academic integrity. We are the largest academic integrity network in Europe and belong to the leading actors of academic integrity worldwide. We are in contact with experts in the field and collaborate with European and international organisations oriented towards academic and research integrity. We have built and provide valuable free resources such as the Academic Integrity Glossary or the Educational Materials Database. We are the organisers of the European Conference on Ethics and Integrity in Academia. We support victims of misconduct in matters of academic integrity through the Victim Support Portal."

Objectives

- To promote a culture of academic integrity at European level and beyond;
- To collaborate in research and promotion of academic integrity;



- To provide a platform for academics and other stakeholders in all fields in order to investigate, exchange, develop, collaborate and access to the resources in the field of academic integrity;
- To provide students, researchers, educators and professionals with opportunities to take a leadership role in the field of academic integrity;
- To present best practices in managing academic integrity;
- To provide specific educational resources and reference guidance documents, accessible to the wider academic community;
- To organize conferences, workshops and other events;
- To create networks and collaborating with individuals and organisations that actively carry out researches related on various academic integrity issues (e.g. plagiarism, contractual fraud, paternity, etc.);
- to recognize and distinguish individual and institutional efforts and contributions in promoting integrity, culture and academic practices, through the ENAI Awards

<https://www.academicintegrity.eu/wp/pages/members/>63 institutions of which some are in Euraxess and several individual scholars)

LIST OF INSTITUTIONS ASSOCIATED TO ENAI as of 05.05.2025

Black Sea Research Institute of Economy and Innovation (Ukraine); Centro de Administração e Políticas Públicas (Portugal); Coventry University (United Kingdom); Deree - The American College of Greece (Greece); European Students' Union (Belgium); EKA University of Applied Sciences (Latvia); Ilia State University (Georgia); International European University (Ukraine); Institute for International Academic and Scientific Cooperation (Ukraine); Kwantlen polytechnic university (Canada); Iakob Gogebashvili Telavi State University (Georgia); London School of Economics (United Kingdom); Lutsk National Technical University (Ukraine); Masaryk University (Czechia); Maqsut Narikbayev University (Kazakhstan); Mendel University in Brno (Czechia); Mykolas Romeris University (Lithuania); Narxoz University (Kazakhstan); National Agency for Higher Education Quality Assurance (Ukraine); Nazarbayev University (Kazakhstan); Petroleum-gas University of Ploiesti (Romania); Prague University of Economics and Business (Czechia); Quality and Qualifications Ireland (Ireland); Rīga Stradiņš University (Latvia); Riga Technical University (Latvia); RISEBA University of Applied Sciences (Latvia); Slovak Accreditation Agency for Higher Education (Slovakia); Slovak Centre of Scientific and Technical Information (Slovakia); Sumy State University (Ukraine); Tallinn University (Estonia); Uppsala University, Centre for Research Ethics & Bioethics (Sweden); University of Calgary (Canada); University of Derby (United Kingdom); University of Galway



(Ireland); University of Kadri Zeka (Kosovo); University of Konstanz (Germany); University of Kragujevac (Serbia); University of Leeds (United Kingdom); University of Maribor (Slovenia); University of Music and Performing Arts (Austria); University of Porto (Portugal); University of Public Service (Hungary); University of Sarajevo, School of Economics and Business (Bosnia and Herzegovina); University of Wollongong (United Arab Emirates); University Stefan cel Mare of Suceava (Romania); Woodstock School (India); Universidad de Monterrey (Mexico); Luxembourg Agency for Research Integrity (Luxembourg); Kyiv National University of Technologies and Design (Ukraine); Kenzhegali Sagadiyev University of International Business (Kazakhstan); Munster Technological University (Ireland); Faculty of Humanities – Vrije Universiteit Amsterdam (Netherlands); Akaki Tsereteli State University (Georgia); UNIVERSITAS EUROPAEA IMF (Andorra); Université du Québec à Montréal (Canada); Alte University (Georgia); Centrum vedecko-technických informácií SR (Slovakia); University of Nicosia (Cyprus); Khmelnytskyi National University (Ukraine); Research Center, Riyadh Second Health Cluster, Ministry of Health (Kingdom of Saudi Arabia); University College Dublin Library (Ireland); Kharkiv National Medical University (Ukraine); University of Roehampton (United Kingdom)

Among the projects carried out by ENAI, there is the Bridging Integrity in Higher Education, Business and Society (Bridge)

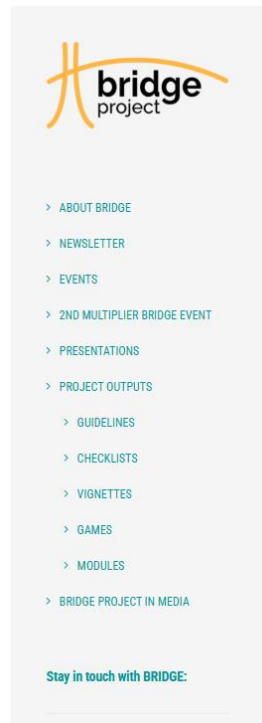
<https://www.academicintegrity.eu/wp/bridge/>

Among the outputs of the project there are:

- Guidelines
- Checklist
- Vignettes
- Games
- Modules



Checklist output of the Bridge project:



BRIDGE Checklists

Checklists helping students and their supervisors to write and publish their work with academic and research integrity

Checklists in English



Checklists for Supervisors

Help your students write and publish with academic and research integrity

[Notes for educators](#)



Checklists for Doctoral Students

Publish your research work with academic and research integrity

[Notes for educators](#)



Checklists for Master Students

Write your thesis with academic and research integrity

[Notes for educators](#)



10.Choice of checklist model of the BRIDGE project

Considering the benchmarking carried out and considering the starting conditions of the University of Palermo, it is proposed to opt for the checklist model of the BRIDGE project. The choice is also supported by the reading of scientific articles related to the project

<https://link.springer.com/article/10.1007/s10805-023-09498-0> da cui <https://www.academicintegrity.eu/wp/bridge-checklists/> ->

https://www.academicintegrity.eu/wp/wp-content/uploads/2022/12/checklist_supervisors_FINAL-1.pdf

The same model will be also used for the Guidelines for PhD students and young researchers on open science themes.