

DMLab - CNRS Helmholtz Dark Matter Lab
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Note 01/2022

Procedure for Long Term Stays of CNRS personnel in DMLab

Eligibility: restricted to CNRS personnel (researchers and ITA). The notion CNRS personnel is defined by which organization pays the salary. French University personnel can be affiliated with DMLab, but the financial benefits of working abroad have to be shouldered by the home University.

Duration: Long term stays in DMLab are for a minimum of one year, they may be renewed. Contact the DMLab directorate as soon as possible.

Approval authority: The long term stays (in French “expatriation”) are budgeted annually by the central administration. The director of the IN2P3 takes the decision for the members of the IN2P3. If you are a member of another CNRS Institute (INP,...) , the director of the corresponding institute will take the decision and this institute will have to set aside the corresponding budget.

Change of lab: A long term stay at DMLab is formally a change of lab affiliation, in French “changement d’affectation”, therefore it is advisable to talk to your lab director about your plans. Returning to your old lab is again a change of lab.

Financial benefits: The CNRS foresees financial compensation for personnel working in its labs abroad. These benefits are calculated individually. You may contact the local CNRS administration (délégation régionale) to get an estimate of the additional support you may expect to receive.

Time scale: Count typically 6 months between start of the procedure and your move. The IN2P3 usually works on human resources questions for year N+1 in September and October of year N.

ITA: In case an engineer (I), technician (T) or administrative personnel (A) goes on a long term stay at DMLab, providing the documents etc to the CNRS boards for career reviews etc falls under the responsibility of the DMLab directorate.

Procedure:

1. Discuss your scientific project and plan with:
 - a. your group leader
 - b. your lab director
 - c. the DMLab directors
 - d. the IN2P3 Deputy Scientific Director
2. Letter of support from the current lab director to the IN2P3 director
3. Letter of support from the DMLab directors to the IN2P3 director
4. the CNRS section (01, 02, ...) is informed
5. Notification of the financial support by the CNRS

The Directorate

gez. Thomas Schörner and Dirk Zerwas