INAF
ISTITUTO NAZIONALE
DI ASTROFISICA

CUG Comitato Unico di Garanzia

MINUTES N. 8/2026

On September 14, 2026, at 10.30, the INAF CUG, appointed by Decision of the Manager of Office I "Human Resources" nr. 60 of 31.10.2023, met online.

The following full members were present:, **Vito CONFORTI** "Osservatorio di Astrofisica e Scienza dello Spazio di Bologna, **Anna GIGLIO** "Osservatorio Astrofisico di Catania", **Giuliana GIOBBI** "Amministrazione Centrale, "**Francesca Romana PORTA** "Direzione Generale , **Silvia PIRANOMONTE** "Osservatorio Astronomico di Roma", **Clementina SASSO,** "Osservatorio Astronomico di Capodimonte", **Daniela VERGANI**, "Osservatorio di Astrofisica e Scienza dello Spazio di Bologna, **Giuseppe DI PERSIO** "Istituto di Astrofisica e Planetologia Spaziali di Roma".

The following alternate members were present: **Chiara BADIA** "Osservatorio Astronomico d'Abruzzo", **Daniele FULVIO** "Osservatorio Astrofisico di Catania", Giulia **MANCA** "Osservatorio Astronomico di Trieste", **Marilena SPAVONE** "Osservatorio Astronomico di Capodimonte", **Giorgio TOSO** "Istituto di Astrofisica Spaziale e Fisica Cosmica di Milano".

Absent full members: **Fiamma CAPITANIO** "Istituto di Astrofisica e Planetologia Spaziali", **Giuseppe ESPOSITO** "Osservatorio Astronomico di Capodimonte", **Francesca MARTINES** "Osservatorio Astronomico di Palermo".

Absent alternate members: **Stefania PEZZUTO**, "Istituto di Astrofisica e Planetologia Spaziali di Roma", **Boris SBARUFATTI** "Osservatorio Astronomico di Brera", **Maria Teresa MENNA**, "Osservatorio Astronomico di Roma".

Agenda:

- **Meeting with Laura Flora in order to discuss the PIAO**
- **Approval of preceding minutes**
- **Approval of the definitive Convention draft among INAF CUG, UniCT CUG and Catania Polyclinic**
- **Updates on the organization of the Webinar on Violence against Women**
- **Updates on the Organizational Wellbeing Day**
- **Updates on the Awards funds, taken from GEP funds**
- **Any other business**

- **Meeting with Laura Flora in order to discuss the PIAO**
  The meeting focused mainly on the talk with Laura, in her role as "responsible for the technical structure supporting the Presidency, the Board and the Independent Evaluation Body, to definite all actions belonging to the cycle of performance management". The aim of the talk was a discussion on strategic planning and regulatory issues relating to the annual operational plan

(PIAO). Laura explained the necessary changes to the planning process, underlining the importance of creating a shared and coherent document, with unified organic tables and a better coordination between the different sections of the plan. Laura highlighted the need to start planning early and improve the target monitoring system. The discussion also included matters related to smart working. Laura confirmed that the single regulation for smart working is currently being approved.

At 11:15 both Laura Flora and Francesca R. Porta disconnect from the meeting.

- **Approval of the CUG estimate of costs for the activities planned for 2027**
  Anna G. discussed the need to ask once again the Direction General for a budget covering th activities planned for 2027, since current funds - € 30.000 are partly being used. The group examined various options to allocate next year budget. Anna G. suggested a CUG end-of-term meeting, rather than another Wellbeing Day, since such events do not occur regularly. In defining the budget, we should take into account the fact that our term of office expires on October 31.

- **Approval of preceding minutes**
  For the approval of preceding minutes, we postpone the approval, waiting for the approval of all members. Preceding minutes should be revised before the summer break.

- **Approval of the definitive Convention draft among INAF CUG, UniCT CUG, and Catania Polyclinic CUG**
  Anna G. reported on the definitive draft of the Framework Convention bwteeen INAF-CUG, Uni CT CUG and Catania Polyclinic CUG, which envisages a budget of €1.500 for the organization of three events in 2027 on the topics of organizational wellbeing, mental health and gender health.

- **Updates on the organization of the Webinar on Violence against Women**
  Chiara B. presented the results of the registration to the first webinar: there are 77 people registered. Here are the limits of such initiative: the webinar is in Italian and overlaps with working times, therefore people ask whether documents can be circulated. The other webinars are scheduled for the months of November and December.

  Silvia P. and Clementina S. have updated us on the current state of funds for awards: they decided to involved the Astronomical Observatory of Brera for the management of funds.

- **Updates on the Organizational Wellbeing Day**
  The Wellbeing Day is well-defined. We published the event on the Indico site for registration. CUG members are invited to express their availability and support to the event. The team discussed the logistics for the Wellbeing Day, including the possibility of offering sbabysitting services. This will require a check with the central administration.

- **Updates on the Awards funds, taken from GEP funds**
  This topic is currently being examined by Clementina S. and Silvia P. and will be handled again in the month of October; Brera administration accepted to manage these funds. However, the award is preferable, because a call cannot only concern women.

- **Any other business**

- **Proposed Convention draft among INAF CUG, UniCT CUG, and Catania Polyclinic CUG**
  With reference to the discussion in the July meeting on this convention, Anna G. asks whether there are remarks or changes proposed by any of the participants. Since there are no comments, the convention is approved and will be submitted to the signature of the heads of the respective bodies concerned. For INAF, the signature will be on the part of INAF-OACT Director, Dr. Maria Elisabetta Palumbo. The Convention will be followed by the relevant implementing projects, which will be signed by the Presidents of the three CUGs – INAF, Catania University and Catania Polyclinic.
  This is an important step towards a solid collaboration among the three Institutes, and the realization of shared initiatives on the topics of organizational, physical and psychological wellbeing.

Actions:

- Anna G.: ask once again a budget from the Directorate General for 2027 CUG activities, while estimating the sum according to the event/activity we want to organize.
- Boris S.: retrieve the minutes of preceding meetings (until May-June) and make sure they are updated and published.
- Anna G.: coordination with the purchasing department of the Catania Observatory for the allocation of funds destined to the Second Organizational Wellbeing Day as well as to the Convention with Catania University and Polyclinc.

The meeting ends at 12.05.

Recording secretary: Vito Conforti

CUG President: Anna Giglio