

IUPAP Administrative Office in Trieste



Stefano Fantoni

(IUPAP Secretary General for Administrative Affairs, FIT President)



FONDAZIONE INTERNAZIONALE TRIESTE

per il Progresso e la Libertà delle Scienze

The “Trieste Science System”



ICTP

TWAS

OGS

SISSA

Univ of
Trieste

Area Science Park
ICGEB

CNR

Elettra

- ✓ More than 150,000 physicists have visited ICTP from all over the world
- ✓ Trieste is the city with the highest density of researchers in Europe
- ✓ Trieste was the European City of Science 2020
- ✓ Hosts the National synchrotron radiation facility (Elettra)
- ✓ The largest national Science Park



FONDAZIONE INTERNAZIONALE TRIESTE

per il Progresso e la Libertà delle Scienze

The Trieste International Foundation for Scientific Progress and Freedom (FIT)

- Created in 1988 by Abdus Salam to promote and support the development, freedom and dissemination of science, and its peaceful applications.
- FIT is a private-law entity regulated by statute and bylaws. Its legal status is recognized by the Italian Ministry of Education (*with no restriction on any country, Taiwan included*).
- Members: most Trieste-based scientific institutions, including ICTP, SISSA, TWAS, University of Trieste, the “Elettra” synchrotron radiation facility, etc.
- FIT has organized ESO2020, Trieste European City of Science, and is now in charge of A Laboratory on quantitative sustainability (TLQS)
- FIT has signed on 2021 MoU with IUPAP, extended to 2026



FONDAZIONE INTERNAZIONALE TRIESTE

per il Progresso e la Libertà delle Scienze

FIT and IUPAP



In 2024 IUPAP moved its **administrative offices** at the first floor of *SottoStazione Elettrica (SSE)* building of **Porto Vecchio**.

IUPAP events held in Trieste:

2021: General Assembly

2022: IUPAP Centenary (with EC&CC and GA)



FONDAZIONE INTERNAZIONALE TRIESTE

per il Progresso e la Libertà delle Scienze

IUPAP team in Trieste

Stefano Fantoni *Secretary General for Admin Affairs*

Sandro Scandolo *Deputy Secretary General*

Gabriella Marra *IUPAP Secretary*



Ariella Kranjek *FIT Secretary*



Francesca Zavino *IUPAP Communication*



Contacts:

secretariat@iupap.org (all administrative matters)

communication@iupap.org (Web updates, newsletter, etc.)



FONDAZIONE INTERNAZIONALE TRIESTE

per il Progresso e la Libertà delle Scienze

FIT and IUPAP: Main activities 2024

- Work side by side with the General Secretary for Legal and Financial Affairs;
 - Support to IUPAP official meetings;
 - Support to all processes related to Conferences and Awards;
 - Database preparation, invoicing, dues, payments, assistance in analyzing statements and all administrative matters;
 - IDSSD preliminary support administration;
 - Matters related to possible corporate members (BSBF2024) and to sustainability research (TLQS)
-
- COMMUNICATION (**Sandro Scandolo**)
(website, newsletter, social media management)



FONDAZIONE INTERNAZIONALE TRIESTE

per il Progresso e la Libertà delle Scienze

A blue oval graphic with a gradient, containing the text "FOR COMMISSION CHAIRS" in white, uppercase letters.

FOR
COMMISSION
CHAIRS

TWO «KEEP AT HAND» SLIDES
for administration

Early Career Scientist Prize

information needed by IUPAP Secretariat

- medals:

names of the awardees and the year of the prize.
Name, address and a phone number for the delivery

- **bank details for the 1000 CHF monetary prize:**

Name and surname of the payee
address of the payee
email of the payee
Name of Bank
Address of Bank
Country of Bank
Swift of Bank/ ABA number
Account number
IBAN

- for the **news on the website**, send an email to Francesca Zavino on communication@iupap.org sending her a photo, the motivation for the prize and a short bio.
- **Certificate** is filled and printed autonomously by the Commission (template sent by secretariat)



FONDAZIONE INTERNAZIONALE TRIESTE

per il Progresso e la Libertà delle Scienze

Claims for reimbursements

Reimbursement of expenses are managed sending the IUPAP **claim form** (provided by Secretariat)

Suggestions to fasten the process:

- Follow instructions in the claim form and provide receipts and/or invoices related to the expenses
- Always provide all bank details needed in the claim
- Indicate the preferred currency for the reimbursement. All conversions are made centrally at the moment of the reimbursement according to the date of the expense.



FONDAZIONE INTERNAZIONALE TRIESTE

per il Progresso e la Libertà delle Scienze

IUPAP Administrative Office in Trieste



FONDAZIONE INTERNAZIONALE TRIESTE

per il Progresso e la Libertà delle Scienze